The regular meeting of the Orleans/Niagara BOCES Board of Education was held on March 11, 2017 at the Orleans/Niagara BOCES, 4232 Shelby Basin Road, Medina, New York. The meeting was called to order by Board Member Bond at 10:02 a.m.

Present: Keith A. Bond
Janice M. Covell
Edward J. Grabowski
Thomas J. Klotzbach
James C. Little, Jr. (arrived at 10:08 a.m.)
Colleen M. Osborn
Marlene Seielstad
Joanne E. Woodside

Absent: Vincent J. Cancemi, Sr.
Maureen K. Kaus
Timothy F. Kropp
Ruth A. Smith
Wendy Swearingen

Also present: Dr. Clark J. Godshall, District Superintendent; Mr. Wayne M. Van Vleet, Director of Labor Relations; Mr. Joseph J. Steinmetz, Director of CTE and Adult/Secondary Programs; Mrs. Melanie Conley, Director of Business Services.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the February 8, 2017 regular meeting minutes be approved. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that budget modifications #110-125 for the 2016-2017 school year be approved. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Treasurer’s Report of General Fund for January 2017 be accepted. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Treasurer’s Report of Special Aids for January 2017 be accepted. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Treasurer’s Report of Capital Fund, Risk Retention Fund, and Trust and Agency Fund for January 2017 be accepted. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Budget Status Report by service program be accepted. Carried unanimously.
Facilities: A facilities update was provided.

Career Education: Mr. Steinmetz distributed the list of SkillsUSA regional winners. He also distributed new professional development flyers created by Dr. Michael Weyrauch and Mrs. Anedda Trautman.

(Mr. Little arrived.)

Dr. Godshall spoke about the settlement between LaBella Associates, DPC, and a contractor who worked on the BOCES pavilion project. He invited the board members to the Every Student Succeeds Act (ESSA) meeting on March 14, 2017.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the Board of Education accept the bids received for Co/Op Art Supplies. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the bid for Co/Op Art Supplies be awarded to the following low responsible bidder at an estimated cost of:

**Dick Blick**
$6,263.89
P.O. Box 1267
Galesburg IL 61402-1267

**Pyramid School Products**
$11,412.13
Div. of Pyramid Paper Co.
6510 North 54th St.
Tampa FL 33610-1908

**Cascade School Products**
$8,449.89
1 Brown St.
North Adams MA 01247

**National Art & School Supplies**
$12,860.52
2195 Elizabeth Ave.
Rahway NJ 07065

**Standard Stationery Supply**
$1,244.45
2251 Foster Ave.
Wheeling IL 60090

**Kurtz Brothers**
$9,224.08
400 Reed St.
P.O. Box 392
Clearfield PA 16830-0392

**School Specialty**
$16,680.65
P.O. Box 1579
Appleton WI 54912-1579

**Rochester Ceramics & Greenware, Inc.**
$4,475.80
102 Commercial Street
Webster NY 14580
<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Quill Corp.</td>
<td>$1,698.94</td>
</tr>
<tr>
<td>Corporate Headquarters</td>
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</tr>
<tr>
<td>100 Schelter Rd.</td>
<td></td>
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<tr>
<td>Lincolnshire IL 60069-3621</td>
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<tr>
<td>NASCO</td>
<td>$18,215.49</td>
</tr>
<tr>
<td>901 Janesville Avenue</td>
<td></td>
</tr>
<tr>
<td>P.O. Box 901</td>
<td></td>
</tr>
<tr>
<td>Fort Atkinson WI 53538</td>
<td></td>
</tr>
<tr>
<td>W. B. Mason Co. Inc.</td>
<td>$28,169.14</td>
</tr>
<tr>
<td>2855 Broadway St.</td>
<td></td>
</tr>
<tr>
<td>Cheektowaga NY 14225</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$118,694.98</td>
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Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the CO/OP Board of Education accept the bids received for CO/OP ATHLETIC Supplies. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the bid for CO/OP Athletic Supplies be awarded to the following low responsible bidder at an estimated cost of:

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td><strong>Laux Sporting Goods</strong></td>
<td>$60,856.42</td>
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<tr>
<td>25 Pineview Dr.</td>
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<tr>
<td>Amherst NY 14228</td>
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<tr>
<td><strong>Collins Sports Medicine</strong></td>
<td>$7,542.25</td>
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<tr>
<td>370 Paramount Dr.</td>
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<tr>
<td>Raynham MA 02767</td>
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<tr>
<td><strong>Pyramid School Products</strong></td>
<td>$13,460.73</td>
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<tr>
<td>Div. of Pyramid Paper Co.</td>
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</tr>
<tr>
<td>6510 North 54th St.</td>
<td></td>
</tr>
<tr>
<td>Tampa FL 33610-1908</td>
<td></td>
</tr>
<tr>
<td><strong>Scholastic Sports Sales LTD</strong></td>
<td>$17,360.42</td>
</tr>
<tr>
<td>P.O. Box 240</td>
<td></td>
</tr>
<tr>
<td>8195 Cazenovia Rd.</td>
<td></td>
</tr>
<tr>
<td>Manlius NY 13104</td>
<td></td>
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<tr>
<td><strong>Riddell/American</strong></td>
<td>$8,150.76</td>
</tr>
<tr>
<td>669 Sugar Lane</td>
<td></td>
</tr>
<tr>
<td>Elyria OH 44035-6309</td>
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<tr>
<td><strong>BSN Sports</strong></td>
<td>$18,714.99</td>
</tr>
<tr>
<td>P.O. Box 49</td>
<td></td>
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<tr>
<td>Jenkintown PA 19046</td>
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<tr>
<td><strong>Aluminum Athletic Equip. Co.</strong></td>
<td>$1,339.85</td>
</tr>
<tr>
<td>1000 Enterprise Dr.</td>
<td></td>
</tr>
<tr>
<td>Royersford PA 19468-1298</td>
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<tr>
<td><strong>NASCO</strong></td>
<td>$4,742.27</td>
</tr>
<tr>
<td>901 Janesville Ave.</td>
<td></td>
</tr>
<tr>
<td>Fort Atkinson WI 53538</td>
<td></td>
</tr>
</tbody>
</table>
Gopher Sport $ 1,896.35
2525 Lemond ST SW
Owatonna MN  55060

TOTAL $134,064.04
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the HVAC equipment. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the bid for HVAC equipment be awarded to the following low responsible bidder at an estimated cost of:

ABR Wholesalers, Inc. $14,305.00
510 N. Goodman St.
Rochester NY 14609

#1: RAMS-2428 w/stand $ 3,525.00
Per Spec. Qty: 1

#2: Tennsmith 8’Sheet Metal Brake $ 5,775.00
Model HB97-18 Qty: 1

#3: Tankless Hot Water Sys w/kit $ 1,850.00
RTGH-84DV LN-1 Qty: 2@$925.00

#4: Mini Split Unit A/C Pump $ 1,280.00
CROWN09HP230VIA Qty: 1

#5: Ridgid Power Drive Pipe Threader $ 1,875.00
Model 700 Ridgid Qty: 1

TOTAL $14,305.00
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the Wood Mizer sawmill. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the bid for Wood Mizer sawmill be awarded to the following low responsible bidder at an estimated cost of:

Wood-Mizer LLC $12,631.00
8604 State Route 104
Hannibal NY  13074

TOTAL $12,631.00
Carried unanimously.
Moved by Mr. Klotzbach, seconded by Mr. Grabowski, that the donation of various holiday lights, PDK reference guides and dishes be accepted from Clark Godshall, Barker, NY. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the donation of a snap-on vehicle scanner be accepted from Basil Ford, Niagara Falls, NY, to be used by the Niagara CTEC automotive technology program. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the donation of a variety of fabrics, sewing patterns, manuals and books be accepted from Stuart Adams, Lockport, NY, to be used by the Niagara CTEC fashion design program. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the 2007 Pontiac Sky automobile and a 2006 Pontiac Solistice automobile be accepted from Monroe Community College, Rochester, NY, to be used by the Niagara CTEC and Orleans CTEC automotive technology programs. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that the 2017-2018 administrative and school calendar be approved, as submitted. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, that the Orleans/Niagara BOCES hereby approves the agreement between the BOCES and CSEA, Inc. Partnership, term of April 1, 2017 through March 31, 2018, as submitted, and the Board authorizes the Board President and/or the District Superintendent to sign the agreement upon the approval of the school attorney and containing any revisions as approved by the school attorney. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, that the Orleans/Niagara BOCES hereby approves the affiliation agreement between the BOCES and Niagara University, term of January 1, 2017 through December 31, 2017, as submitted, and the Board authorizes the Board President and/or the District Superintendent to sign the agreement upon the approval of the school attorney and containing any revisions as approved by the school attorney. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, that having determined that it is in the best financial interest of the Orleans/Niagara BOCES, to enter into a lease agreement with Wilson Central School District, estimated at one room, for the period of February 9, 2017 through May 31, 2017, with such determination having been based upon an evaluation of the needs of the BOCES’s programmatic and facilities requirements, the Board of Education does hereby approve and authorize the Board President and/or the District Superintendent to execute the lease, revised February 14, 2017, as submitted, or with revisions as approved by the BOCES’ attorney. Carried unanimously.
Moved by Mr. Klotzbach, seconded by Mr. Little, that the Orleans/Niagara BOCES hereby approves the 2017-2018 Licensed Practical Nursing (LPN) program student handbook, having a revision date of January 2017, and the BOCES authorizes the District Superintendent to make revisions to the handbook and/or promulgate additional adult education handbooks. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Little, upon the recommendation of the District Superintendent, that the resignation of Terry Josker, Keyboard Specialist, be accepted (due to retirement), effective July 1, 2017. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Little, upon the recommendation of the District Superintendent, that the following individual(s) be appointed to serve on a part-time basis in the adult/continuing education program, at the hourly salary listed, with no fringe benefits, except as required by law, effective as indicated below through June 30, 2017, unless terminated sooner. The employment of the individuals shall be at-will and at the pleasure of the Board of Education. Additionally, services of the individuals shall be utilized solely on an as-needed basis at the discretion of the District Superintendent.

**CNA/HHA/LPN Substitute ($25.50 per hour)**

Janice Navis  
Lewiston, NY  
Effective Date: 3/1/17  
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the following individual(s) be appointed without benefits, except as required by law, to the part-time position of **Home/Hospital Teacher** at an hourly salary of $26.42 for instructional time and an hourly salary of $11.80 per hour for planning time effective as indicated below. The employment of the individuals shall be at-will and at the pleasure of the Board of Education. The employment of the individual(s) shall be utilized solely on an as-needed basis at the discretion of the District Superintendent. Employment shall be automatically discontinued effective June 30, 2017, unless terminated sooner.

Jennifer Sturgeon  
Lockport, NY  
Effective Date: 2/9/17  
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the following individuals be appointed without benefits, except as required by law, to provide planning services for the 2017 regional summer school program, effective as indicated below through June 30, 2017, unless terminated sooner:

**Regional Summer School**

Jennifer Sturgeon  
Lockport, NY  
Effective Date: 2/9/17  
Carried unanimously.
Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the following individuals be appointed without benefits, except as required by law, to the 2017 regional summer school program, effective July 1, 2017 through August 31, 2017 unless terminated sooner, with salary as indicated below:

- **Lindsay Delaney**, $6,499.91, North Tonawanda, NY, Admin. for Instr. & Curriculum, Niagara Falls High School

- **Bryan Rotella**, $6,499.91, Niagara Falls, NY, Admin. for Special Education, Niagara Falls High School

- **Nicholas Ruffolo**, $5,608.32, Niagara Falls, NY, Asst. Principal, Niagara Falls High School

- **Garrett Stack**, $6,499.91, North Tonawanda, NY, Principal, Niagara Falls High School

Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that Mary Grimm, North Tonawanda, NY, be appointed to the position of Teacher Aide (Personal Care), effective February 15, 2017 through June 30, 2017, unless terminated sooner, at an hourly rate of $10.50. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that Melissa Demmin, Lockport, NY, be appointed to the position of Teacher Aide (Personal Care), effective February 27, 2017 through June 30, 2017, unless terminated sooner, at an hourly rate of $10.50. Carried unanimously.
Moved by Mr. Klotzbach, seconded by Mr. Little, upon the recommendation of the District Superintendent, that the following individual is hereby appointed to serve as Volunteer with no compensation, on an as-needed basis, as determined by the District Superintendent, to perform services including assisting students with individual and group lessons, observing students during academic activities and other related services and activities, and/or to promote and aid BOCES programs.

Lauren Stuitje
Lockport, NY
Effective Dates: 3/3/17-5/12/17
Student at Daemen College
This appointment supersedes and replaces Ms. Stuitje’s appointment at the February 8, 2017 board meeting. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Little, upon the recommendation of the District Superintendent, that the following individuals be appointed without benefits, except as required by law, to the position of Substitute Teacher (Non-Certified), effective as indicated below, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a daily rate of $85.00. Employment shall automatically be discontinued effective June 30, 2017, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

Rebecca Strickland
Medina, NY
Effective Date: 1/26/17
Jason Moynihan
Sanborn, NY
Effective Date: 2/7/17

Wynter Dumont
Albion, NY
Effective Date: 2/10/17
Meggan Wakefield
Medina, NY
Effective Date: 2/22/17
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Little, upon the recommendation of the District Superintendent, that the following individual(s) be appointed without benefits, except as required by law, to the position of Substitute Teacher Aide (Non-Certified), effective as indicated below, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a daily rate of $65.00. Employment shall automatically be discontinued effective June 30, 2017, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

Lori Jenks
Barker, NY
Effective Date: 2/1/17
Jason Moynihan
Sanborn, NY
Effective Date: 2/7/17

Melissa Taravella
North Tonawanda, NY
Effective Date: 2/13/17
Wynter Dumont
Albion, NY
Effective Date: 2/10/17
Moved by Mr. Klotzbach, seconded by Mr. Little, upon the recommendation of the District Superintendent, that the following individual(s) be appointed, without benefits, except as required by law, to the position of Substitute Teacher Aide (Non-Certified), effective upon hire as a Personal Care Aide, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a daily rate of $65.00. Employment shall automatically be discontinued effective June 30, 2017, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>City</th>
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<tbody>
<tr>
<td>Melissa</td>
<td>Demmin</td>
<td>Lockport</td>
</tr>
<tr>
<td>Mary</td>
<td>Grimm</td>
<td>North Tonawanda</td>
</tr>
</tbody>
</table>

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the following conference requests be approved:


7) Stuart Adams, ASE Industry Education Alliance Conference, Concord, NC, July 23–26, 2017. Est. cost: $2,000.00. Funded through career and technical education.

Carried unanimously.
Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that the resignation of Jill Flanders, Teacher Aide (Special Education), be accepted, effective at the end of the day on February 27, 2017. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that the following individual(s) be appointed without benefits, except as required by law, to the part-time position of 
**Home/Hospital Teacher** at an hourly salary of $26.42 for instructional time and an hourly salary of $11.80 per hour for planning time effective as indicated below.
The employment of the individuals shall be at-will and at the pleasure of the Board of Education. The employment of the individual(s) shall be utilized solely on an as-needed basis at the discretion of the District Superintendent. Employment shall be automatically discontinued effective June 30, 2017, unless terminated sooner.

**Lynn Jones**  
**Lockport, NY**  
**Effective Date:** 3/10/17  
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that Kayley Wakefield, Lockport, NY, be appointed to the position of **Teacher Aide (Special Education)**, to serve a 52-week probationary period, effective March 22, 2017, at an annual salary of $13,200.00 to be pro-rated. This appointment shall be conditional pending the results of a criminal history records check, to the extent required by law. This appointment is made on an emergency conditional basis. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that Debra Sammarco, Lockport, NY, be appointed to the position of Teacher Aide (Special Education), to serve a 52-week probationary period, with an effective date to be determined, at an annual salary of $13,200.00 to be pro-rated. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that Lori Jenks, Barker, NY, be appointed to the position of **Teacher Aide (Personal Care)**, effective March 27, 2017 through June 30, 2017, unless terminated sooner, at an hourly rate of $10.50. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that John Deuil, Lockport, NY, having successfully completed his probationary period (10/3/16-4/3/17), be appointed to permanent status in the job classification of **Cleaner**, effective April 3, 2017. Carried unanimously.
Moved by Mr. Klotzbach, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that Ryan Howes, Lyndonville, NY, having successfully completed his probationary period (10/24/16-4/24/17), be appointed to permanent status in the job classification of Custodian, effective April 24, 2017. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the following individual is hereby appointed to serve as Volunteer with no compensation, on an as-needed basis, as determined by the District Superintendent, to perform services including assisting students with individual and group lessons, observing students during academic activities and other related services and activities, and/or to promote and aid BOCES programs.

John Collins
Amherst, NY
Effective Dates: 3/7/17-9/1/17
Student at Canisius College

Breezy Greenert
North Tonawanda, NY
Effective Dates: 3/1/17-3/31/17
Student at Niagara County Community College

Rhonda Kearns
Olcott, NY
Effective Dates: 4/25/17-4/28/17
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the following individual(s) be appointed, without benefits, except as required by law, to the position of Substitute Teacher Aide (Non-Certified), effective upon hire as a Personal Care Aide, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a daily rate of $65.00. Employment shall automatically be discontinued effective June 30, 2017, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lori</td>
<td>Jenks</td>
<td>Barker</td>
</tr>
</tbody>
</table>

Carried unanimously.

Moved by Mr. Grabowski, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that the following conference requests be approved:

Moved by Mr. Grabowski, seconded by Mrs. Seielstad, upon the recommendation of the District Superintendent, that four students and two adults be approved to travel to the NASA Recognition Ceremony in Sandusky, OH, on April 22, 2017, at a cost of $60.00. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, that the Orleans/Niagara BOCES hereby approves the Memorandum of Agreement, as submitted, with the BOCES Teachers’ Association (BOCESTA) regarding Annual Professional Performance Review (APPR) plans, and the Board further authorizes the Board President and/or the District Superintendent to sign and execute any additional agreements and/or documents in connection with APPR. Carried unanimously.

Moved by Mrs. Covell, seconded by Mr. Little, to enter into executive session at 10:45 a.m. to discuss matters pertaining to the employment history of particular individuals and matters leading to the acquisition of real property. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Little, that the Orleans/Niagara BOCES authorizes the District Superintendent to continue the administrative leave with pay of a particular employee, until such time as it is determined by the District Superintendent that the employee should return to work. Carried unanimously.

Moved by Mrs. Covell, seconded by Mr. Grabowski, to adjourn the meeting at 11:15 a.m. Carried unanimously.

Respectfully submitted,

Cynthia P. Hurt
District Clerk