

**ORADELL BOARD OF EDUCATION**

**ORADELL, NEW JERSEY 07649**

**PUBLIC WORK/BUSINESS SESSION MEETING**

**Remote/Virtual Meeting**

**April 29, 2020**

**TENTATIVE AGENDA**

**I. CALL TO ORDER- 7:30 p.m.**

**II. FLAG SALUTE**

**III. SUNSHINE LAW STATEMENT**

All requirements of the Open Public Meetings Act have been met for this meeting of the Board of Education of the Borough of Oradell. Notice of this meeting was filed with The Record and Town News and all persons requesting such notice.

**IV. MISSION STATEMENT**

The Oradell Public School District is dedicated to the ongoing pursuit of educational excellence through comprehensive innovative curriculum and instruction. The District is committed to providing opportunities for social, emotional, and academic discovery to foster curiosity, courage, and character. Our goal is to prepare our students to become life-long learners who are self-directed, resilient, productive responsible citizens.

Adopted by the Oradell Board of Education March 27, 2019

**V. ROLL CALL**

Mr. Castro, Mr. Derian, Mr. Griffin, Mrs. Levy, Mrs. Nichols, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, and Mr. Walsh

**VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY**

**VII. BOARD PRESIDENT’S REMARKS**

**VIII. INTERIM SUPERINTENDENT’S REPORT**

- *Presentation from Megan Bozios & Linda Distler on Distance Learning*

**IX. BUSINESS ADMINISTRATOR’S REPORT**

- *2020-2021 Final Budget Presentation*

**X. MINUTES**

REVIEW OF MEETING MINUTES

- March 18, 2020 Work/Business Section

APPROVAL OF MEETING MINUTES

- March 11, 2020 Work/Business Section

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

**XI. COMMITTEE REPORTS/ACTIONS**

**A. ADMINISTRATIVE ITEMS**

- A1. The Board approves the formation of the Affirmative Action Team (AAT) for the purpose of revising the Comprehensive Equity Plan for 2020-2021. AAT members are:

**John C. Anzul, Supt.** – District Affirmative Action Officer  
Linda Distler, Supv. Of Special Services – School Administrator  
Jean Cleary, ESL – Teacher

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

**B. BUILDING & GROUNDS/ SAFETY- Mr. Derian, Chairperson**

C. **CURRICULUM-** Mrs. Norian, Chairperson

D. **FINANCE/ TECHNOLOGY-** Mrs. Shapiro, Chairperson

- D1. Hand Check Payroll Register for **March 30, 2020**– It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Payroll Hand Check Register for March 30, 2020 in the amount of **\$365,728.03**.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D2. Hand Check Payroll Register for **April 15, 2020**– It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Payroll Hand Check Register for April 15, 2020 in the amount of **\$362,417.93**

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D3. Check Register for **April 29, 2020** - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the April 29, 2020 Check Register in the amount of **\$177,351.71** check numbers **001411 and 021142-021196 .**

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D4. Check Register for **March 19, 2020 - April 20, 2020** - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the March 19, 2020 - April 20, 2020 Check Register in the amount of **\$485,364.91** check numbers **990016-990021**.

- D5. Approval of the Financial Reports of the Board Secretary and Treasurer – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approve the Report of the Board Secretary, A148, and the Treasurer, A149, as of **March 31, 2020**.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

D6. Transfer of Funds – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the Monthly Transfers Report as of **March 31, 2020**, in accordance with Title 18A:22-8.1 and furthermore, designates the Business Administrator/Board Secretary to make budget transfers between line items, and to make additional transfers as necessary between monthly meetings of the Board.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

D7. Monthly Budgetary Line Item Certification – RESOLVED, that the Board Secretary for the Oradell Board of Education certifies that pursuant to N.J.A.C 6A:23A-16.10 (c) 3 as of **March 31 2020**, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C 6A:23A-16.10 (a) ; and

FURTHER BE IT RESOLVED, that the Oradell Board of Education certifies that pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 that after review of the Board Secretary’s Report (A148) and Treasurer’s Report (A149) and the advice of district officials, we have no reason to doubt that any major account or fund has been over-expended in violation of N.J.A.C 6A:23A-16.10 (b) and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

D8. Adoption of the Final 2020-2021 School District Budget – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approved the 2020-2021 school district budget for submission to the Executive County Superintendent of Schools which includes the use of the banked cap in the amount of \$121,671 to meet minimum educational standards as follows:

General Fund	\$13,330,699
Special Revenue Fund	\$ 264,631
Debt Service Fund	\$ 507,700
Total Budget	<u>\$14,103,030</u>

AND, BE IT RESOLVED, that the Oradell Borough Board of Education includes in the Final Budget, a withdrawal from the Maintenance Reserve Account in the amount of \$200,000, for maintenance expenditures;

AND, BE IT FURTHER RESOLVED that the following General Fund and Debt Service tax levies be approved to support the 2020-2021 budget:

General Fund	\$12,091,897
Debt Service Fund	\$ 507,700

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D9. Approval of Continuing Disclosure Agent Services and Independent Registered Municipal Advisor of Record for the 2020-2021 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Oradell Board of Education approves an agreement with and the appointment of Phoenix Advisors, LLC, as the Independent Registered Municipal Advisor of Record and Continuing Disclosure Agent to provide Continuing Disclosure Services as required at a base cost of \$1,000, new issue cost of \$200, and event notice fee of \$250 per event.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D10. Appointment of Recording Technicians for SY 7/1/2020 - 6/30/2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board reappoints the following Recording Technicians for 7/1/2020 - 6/30/2021 school year:

	Last Name	First Name	Position	Salary
1	Brown	Justin	Recording Technician	\$25.00 per hour
2	Butcher	James		
3	Castellari	Leila		
4	Gallagher	Eileen		
5	Harte	Conor		
6	Mardini	Rami		
7	Ramirez	Melissa		

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

- D11. Approval of Special Education Services for SY 2019-2020– It is hereby moved, upon recommendation of the Superintendent, that the Board approves Esther Fridman for Psychiatry Services for SY 2019-2020.

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

- D12. Approval of Special Education Services for SY 2019-2020– It is hereby moved, upon recommendation of the Superintendent, that the Board approves Nancy Tancer for Psychiatric Consultant for SY 2019-2020.

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

- D13. Resolution Opposing Assembly Bill A-3902 to Delay in Transmission of Property Tax Revenue to School Districts – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following resolution:

WHEREAS, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

WHEREAS, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

WHEREAS, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

WHEREAS, the Oradell Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the Oradell Legislative District’s representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

E. **NJSBA/ BCSBA DELEGATE REPORT-** Mr. Walsh, Delegate

F. **PERSONNEL-** Mrs. Walker, Chairperson

F1. It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts and approves the Personnel Committee Report dated **April 29, 2020**.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F2. Reappointment of Non-Tenured Certified Staff for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board reappoints the following non-tenured certified staff members for SY 2020-2021:

	First Name	Last Name	FTE	PC#	Degree	Step	2020-2021 Salary	Tenure
1	Reischell	Castillo	1.	1001	BA	6	\$57,480	9/2/2020
2	Jean	Cleary	1.	1485	MA+15	4	\$60,730	9/2/2021
3	Nikki	Dell'Olio	1.	1004	MA	6	\$61,980	9/2/2020
4	Mary Anne	Doran	1.	2405	MA	11	\$70,130	9/2/2022
5	Leslie	Fishbein	1.	3118	MA+30	18	\$100,980	9/2/2021
6	Magda	Garcia	1.	1550	BA	3	\$55,230	9/2/2022
7	Rosine	Ghichlian	1.	1004	BA+15	6	\$57,980	9/2/2022
8	Karen	Heinz-Marron	1.	1004	MA	7	\$63,180	11/3/2020
9	Tracy	Kaminski	1.	1004	BA+15	5	\$56,980	9/2/2023
10	Sean	Kelly	1.	1630	BA	4	\$55,730	9/2/2023
11	JeeNa	Krzastek- Kim	1.	3117	MA+15	14	\$79,764	9/2/2021
12	Frederick N.	Mangol, Jr.	1.	3105	MA	9	\$66,080	9/2/2021
13	Gina	Marana*	1.	3115	BA	3	\$55,230	10/2/2022
14	Rima	Mason	0.69	3101	MA+15	4	\$41,904	9/2/2021
15	Ilene	Miller	1.	3111	MA	17	\$89,480	9/2/2023
16	Christie	Nobre	1.	1001	BA	1	\$54,230	3/17/2024
17	Sheila	Orrico	1.	3116	MA+30	9	\$72,080	9/2/2022
18	Rebecca	Rosen	1.	2405	MA	10	\$67,980	9/2/2023
19	Kristen	Scanlon	1.	1001	MA+30	4	\$66,230	9/2/2022
20	Victoria	Smith	1.	1001	MA+15	8	\$65,080	9/2/2022
21	Danielle	Westdyk	1.	1001	MA	7	\$63,180	9/2/2022
22	Christine	Yu	1.	1004	MA	5	\$60,980	9/2/2023

*\*Pending Emergency Certification approval from the County Superintendent*

**ROLL CALL**

F3. Reappointment of Tenured Teachers for SY 2020 -2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board reappoints the following tenured teachers for SY 2020 – 2021:

	First Name	Last Name	PC#	FTE	Degree	Step	Longevity	Salary	Total Salary
1	Helene	Albrecht	1001	1.	MA+30	18	\$3,000	\$100,980	\$103,980
2	Debra	Bendett	1003	1.	BA	11		\$65,630	\$65,630
3	Jeanne	Black	1001	1.	BA+15	15		\$78,130	\$78,130
4	Antionietta	Boccanfuso	1200	1.	BA	18	\$1,000	\$90,480	\$91,480
5	James	Butcher	2100	1.	MA+15	12		\$73,288	\$73,288
6	Jamie	Caruana	1004	1.	MA	14		\$78,730	\$78,730
7	Rosemarie	Cataldo	1001	1.	MA+30	10		\$73,980	\$73,980
8	Jillian	Cristofol	1004	1.	MA	14		\$78,730	\$78,730
9	Patricia	Cuddy	1904	1.	MA+30	17		\$95,480	\$95,480
10	Debbie	Domingues	1003	1.	BA	12		\$68,030	\$68,030
11	Doug	Durling	1004	1.	BA	17	\$1,000	\$84,980	\$85,980
12	Scott	Duthie	1001	1.	MA+30	18	\$2,000	\$100,980	\$102,980
13	Jane	Heede	1000	1.	BA	18	\$1,000	\$90,480	\$91,480
14	Julie	Helmis	1004	1.	BA	18	\$1,000	\$91,480	\$92,480
15	Nicole	Hendricks	1001	1.	BA	13		\$70,930	\$70,930
16	Jane	Jeffs	2405	1.	MA	13		\$75,430	\$75,430
17	Michele	Kalotkin	3120	1.	MA	18		\$94,980	\$94,980
18	Hellen	Kapp	1001	1.	MA	13		\$75,430	\$75,430

19	Amy	Kennedy	1004	1.	MA+15	14		\$79,764	\$79,764
20	Roberta	Kenyon	1004	1.	MA	16		\$85,630	\$85,630
21	Stephanie	Kruczek	2405	1.	MA	9		\$66,080	\$66,080
22	Denise	Kuehner	1017	.57	MA+30	9		\$41,086	\$41,086
23	Corinne	Lynch	1200	1.	MA+30	18	\$1,000	\$100,980	\$101,980
24	Danielle	Lynch	1004	1.	MA+15	7		\$63,680	\$63,680
25	Lisa	Maiella	1630	1.	BA+15	14		\$74,730	\$74,730
26	Paige	Majka	1004	1.	BA+15	9		\$62,080	\$62,080
27	Lesley	Maklin	2405	1.	MA+30	18	\$1,000	\$100,980	\$101,980
28	Sheri	Malenda	1411	1.	MA	16		\$85,630	\$85,630
29	Diane	Malwitz	1003	1.	BA	18	\$3,000	\$90,480	\$93,480
30	Judith	McGavin	2405	1.	MA+15	18		\$97,499	\$97,499
31	Terrence	McGill	1001	1.	MA+30	18	\$2,000	\$100,980	\$102,980
32	Blair	McGrath	2405	1.	MA	9		\$66,080	\$66,080
33	Eicka	Mohr	1004	1.	BA	15		\$77,630	\$77,630
34	Carole	Natiello	2406	1.	MA+15	11		\$70,730	\$70,730
35	Heide	O'Keeffe	1004	1.	MA+30	18	\$3,000	\$100,980	\$100,980
36	Melissa	Pizza	1004	1.	MA+30	18	\$1,000	\$100,980	\$100,980
37	Jennifer	Powers	1004	1.	BA	12		\$68,030	\$68,030
38	Amy	Rabinowitz	3120	1.	MA	16		\$85,630	\$85,630
39	Nora	Rose	1408	1.	BA+15	10		\$63,980	\$63,980
40	Tracey	Schaum	1001	1.	MA+30	18	\$3,000	\$100,980	\$103,980
41	Kimberly	Sheridan	1003	1.	MA+30	18	\$1,000	\$100,980	\$101,980
42	Kaitlin	Sinclair	1004	1.	MA	6		\$61,980	\$61,980

43	Gina	Stross	1004	1.	MA	6		\$61,980	\$61,980
44	Jennifer	Tashjian	1001	1.	MA	14		\$78,730	\$78,730
45	Jennifer	Telfer	1004	1.	BA	7		\$58,680	\$58,680
46	Kristen	Terzano	1411	1.	MA+30	18		\$100,980	\$100,980
47	Adriana	Velardi	1003	1.	MA	9		\$66,080	\$66,080
48	Christine	Wood	2405	1.	BA	15		\$77,630	\$77,630

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F4. Appointment of Full Time Instructional Aides SY 2020 -2021 - It is hereby moved, upon recommendation of the Superintendent, that the Board reappoints the following Full Time Instructional Aides for SY 2020 - 2021:

	Last Name	First Name	Position	PC#	Salary
1	Hansen	Patricia	Full Time Instructional Aide	9100	\$26,079
2	Loschiavo	Jennifer	Full Time Instructional Aide	9100	\$26,079
3	Pena	Aimee	Full Time Instructional Aide	9100	\$26,079

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F5. Reappointment of Tenured Secretaries/Clerks for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints the following Tenured Secretaries/Clerks for SY 2020-2021:

	Name	Position	Step	Term	FTE	PC#	Longevity	Salary	Total Salary
1	Marie Menti	Special Services Secretary	OG	12 Month	1.	9300	\$1,000	\$70,792	\$71,792
2	Lisa Santangelo	P/T Library Clerk	10 @ 83%	10 Month	.50	9300	\$0.00	\$21,306	\$21,306
3	Amy Skroce	Main Office Secretary	9 @ 83%	10 Month	1.	9300	\$0.00	\$55,172	\$55,172

4	Warnet, Missy	Main Office Clerk	10	12 Month	1.	9300	\$2,000	\$51,340	\$53,340
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\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F6. Reappointment of Custodial Staff for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board reappoints the following Full Time and Part Time Custodial Staff, PC #9400, for SY 2020-2021:

	Name	Step	Term	FTE	Night Differential	Mtnce Stipend	Black Seal License	Longevity	Salary	Total Salary
1	Ackerman, Thomas	16	12 Mth	1	\$750	\$0.00	\$400	\$2,000	\$68,742	\$71,892
2	Gomez, Oscar	16	12 Mth	1	\$750	\$0.00	\$400	\$0.00	\$68,742	\$69,892
3	Gordon, Derrick	16	12 Mth	1	\$750	\$0.00	\$400	\$1,000	\$68,742	\$70,892
4	Mclean, Samuel	11	12 Mth	1	\$0.00	\$0.00	\$400	\$0.00	\$61,248	\$61,648
5	McManus, John	16	12 Mth	1	\$0.00	\$2,500	\$400	\$0.00	\$68,742	\$71,642
6	Ciaccio, Antonia	3	10 Mth	.50	\$375	\$0.00	\$200	\$0.00	\$22,923	\$21,040

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F7. Reappointment of Tenured Administrators for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints the following Tenured Administrators for SY 2020-2021:

	Name	Position	PC#	FTE	Salary
1	Bozios, Megan	Principal	0231	1	\$154,992.11
2	Hagopian, Michael	Assistant Principal	0232	1	\$120,040.79

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F8. Reappointment of Non Tenured Administrators for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints the following Non Tenured Administrators for SY 2020-2021:

	<b>Name</b>	<b>Position</b>	<b>PC#</b>	<b>FTE</b>	<b>Salary</b>	<b>Date of Tenure</b>
1	Brancato, Amy	Supervisor of Instruction	0300	.5	\$51,650.00	9/17/2023
2	Distler, Linda	Supervisor of Special Education	0324	1	\$133,328.62	11/27/2022
3	Hawley, Michelle	Assistant Principal	0232	1	\$114,999.23	9/2/2021

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F9. Reappointment of Central Office Staff for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints the following Central Office Staff for SY 2020-2021:

	<b>Name</b>	<b>Position</b>	<b>PC#</b>	<b>FTE</b>
1	Gallagher, Eileen	Admin. Assistant to Superintendent, Human Resources	0120	1
2	Guzman, Stephanie	Admin. Assistant to Business Administrator	0114	1
3	Ramirez, Melissa	Payroll / Benefits Coordinator	9300	1
4	Yablen, Deidre	Data Coordinator	9030	1

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F10. Appointment of Part Time School Nurse Aide(s) for SY 2020 -2021 - It is hereby moved, upon recommendation of the Superintendent, that the Board reappoints the following Part Time School Nurse Aide(s) for SY 2020 - 2021:

	Last Name	First Name	Position	Term	Salary
1	Boss	Louise	Part Time School Nurse Aide	10 month	\$24.00 per hour, up to 24 hours every two weeks
2	Novak	Joan	Part Time School Nurse Aide	10 month	\$24.00 per hour, up to 24 hours every two weeks

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F11. Reappointment of Supervisor of Building & Grounds for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints the Supervisor of Building & Grounds for SY 2020-2021:

Name	Position	PC#	FTE
Kevin Williamson	Supervisor of Building & Grounds	9400	1

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

F12. Reappointment of Business Administrator/Board Secretary for SY 2020-2021 – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints Business Administrator/Board Secretary for SY 2020-2021:

Name	Position	PC#	FTE
John M. Marmora	Business Administrator / Board Secretary	0112	1

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

G. **POLICY-** Mrs. Levy, Chairperson

H. **PUBLIC RELATIONS-** Mr. Griffin, Chairperson

**XII. OPEN TO THE PUBLIC**

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

**XV. CLOSED SESSION- (IF NECESSARY)**

*(NOTICE: Public action may be taken after Closed Session concludes.)*

**WHEREAS**, a matter to be considered by the Board of Education deals with personnel, negotiations and/or possible litigation, and

**WHEREAS**, public disclosure of this matter may be prejudicial to the public good,

**NOW, THEREFORE, BE IT RESOLVED**, that this matter be considered in a meeting closed to the public; and

**BE IT FURTHER RESOLVED**, that the Minutes of this meeting be sealed until the matter is resolved.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

**XVI. ADJOURNMENT**

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**