

December 12, 2016

A **Special Meeting** of the Kenilworth Board of Education was **called to order** at 6:00 p.m. by President Nancy Zimmerman, in the Board of Education Conference Room in the Brearley School on **December 12, 2016**.

President Zimmerman led the **salute to the Flag**.

Adequate notice of this Special Meeting of the Kenilworth Board of Education has been provided to the Home/News Tribune, The Local Source, and The Star-Ledger November 15, 2016. A Legal Ad appeared in the November 23, 2016 edition of the Local Source. A copy has been filed with the Kenilworth Borough Clerk, posted in the Board of Education Business Office, Harding and Brearley Schools and the Kenilworth Borough Hall, as is provided by the Open Public Meetings Act.

Upon **roll call**, the following members were present: Gregg David, Paulette Drogon, Annmarie Duda, Ryan Haberthur, Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

Also in attendance were Dr. Thomas Tramaglini, Superintendent, Vincent A. Gonnella, Business Administrator/Board Secretary. There were two (2) members of the public present.

President Zimmerman stated **the purpose of this meeting is to interview and select a candidate to fill the vacancy** on the Board of Education resulting from the resignation of Mr. Walter Sosnosky in accordance with N.J.S.A. 18A: 12-15.

CANDIDATE INTERVIEW:

The Board received two applications for the vacant position: Mrs. Genean Braun and Mr. Randy Moscaritolo. Each candidate was interviewed by the Board for the position, reviewing their qualifications for the position; Mr. Moscaritolo went first and Mrs. Braun went second.

CLOSED EXECUTIVE SESSION:

RESOLUTION: Motion was made by Duda, who moved its adoption, seconded by Drogon, Be It Resolved by the Board of Education of Kenilworth that the Board meet in private session, from which the public shall be excluded, **to deliberate and discuss candidates for the Board of Education credentials and qualifications**, which private discussion is being held pursuant to Section 7b and 8 of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon. Motion carried unanimously (6:18 p.m.).

Upon returning from closed session at 6:29 p.m. the Board opened the meeting for public comment.

December 12, 2016

PUBLIC COMMENT:

Motion was made by David seconded by Drogon that the meeting be opened to the public. Motion carried unanimously.

No comments.

Motion was made by David seconded by Drogon that the meeting be closed to the public. Motion carried unanimously.

NOMINATING & VACANCY VOTING PROCEDURES:

Nominations are now open to fill the vacant seat on the Board. Once nominations are closed, I will call for a vote on each of the nominations in the order they were nominated. As soon as one of the nominees has received a majority vote, an individual will be declared elected. Per 18A:12-15, the candidate for the vacant seat would need “a majority vote of the remaining members of the board” in order to be selected, therefore, four (4) affirmative votes are required.

NOMINATIONS:

Moscaritolo was nominated by Drogon, there was no second.

Braun was nominated by Jankiewicz, seconded by Duda.

Hearing no additional nominations, a **motion to close nominations** was made by Duda, seconded by David. Motion carried unanimously.

A vote was taken on the nomination of Braun: Voting yes was: David, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman. Abstaining was: Drogon

The nomination received a majority (6-0-1) of the Board’s approval, Genean Braun was declared the successful candidate to fill the vacancy.

Mr. Gonnella administered the Oath of Office to Genean Braun.

Motion was made by Duda, seconded by David, that **when the meeting adjourns, it adjourns to the call of the chair.** Motion carried unanimously.

Meeting adjourned 6:30 p.m.

December 12, 2016

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board

December 12, 2016

A **regular meeting** of the Kenilworth Board of Education **was called to order** at 7:30 p.m. by President Nancy Zimmerman, in the Board of Education Conference Room of the Brearley School on **December 12, 2016**.

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 4, 2016. **Adequate notice of this Regular Meeting** of the Kenilworth Board of Education has been provided to the Home News Tribune, The Star-Ledger, and the Local Source. A copy has been filed with the Kenilworth Borough Clerk, posted in the Board Office, the Kenilworth Borough Hall, Brearley and Harding Schools, **as is provided by the Open Public Meetings Act**.

President Zimmerman led the **salute to the Flag**.

Upon **roll call**, the following members were present: Genean Braun, Gregg David, Paulette Drogon, Annmarie Duda, Ryan Haberthur, Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

Also in attendance were Dr. Thomas Tramaglini, Superintendent, Vincent A. Gonnella, Board Secretary/Business Administrator and Vito A. Gagliardi, Jr., Attorney.

The following members of the administrative team were present: Brian Luciani, Principal, Kathleen Murphy, Principal; Michele Tiedemann, Director of Pupil Personnel Services; Scott Miller, Supervisor of Athletics; Ronald Bubnowski, Assistant Principal; Andrew White, Assistant Principal; Joant Rodriguez, Manager of Technology; Lauren Bound, Supervisor of Instruction; and Tabitha Bradley, Supervisor of Instruction.

Seven (7) members of the public were present.

Minutes of the Secretary, a copy having been sent to each Board Member (11/14/16) were approved upon motion by Jankiewicz, seconded by Haberthur. Motion carried 8 to 0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, A. Laudati, and Zimmerman.

Correspondence: (see attachments)

- Memo dated 11/14/16 from Ms. Rajoppi to all School Board Secretaries Re: Certification Results of School Board Election on 11/8/16.
- Letter dated 11/14/16 from Ms. Braun to the KBOE Re: Her resignation from the Board as of 11/14/16.
- Letter dated 11/15/16 from Mr. Gonnella to Mr. Torres Re: Vacancy on the Board as a result of Ms. Braun's resignation effective 11/14/16.
- Letter dated 11/30/16 from Mr. Moscaritolo to Mr. Gonnella Re: Filling the vacant Board position due to Mr. Sosnosky's resignation.
- Letter dated 12/1/16 from Ms. Braun to Mr. Gonnella Re: Filling the vacant Board position due to Mr. Sosnosky's resignation.

December 12, 2016

- Letter dated 12/7/16 from Mr. Gonnella to Mrs. Braun Re: Her interest in the vacant Board position.
- Letter dated 12/7/16 from Mr. Gonnella to Mr. Moscaritolo Re: His interest in the vacant Board position.

Motion was made by Duda, seconded by Drogon, that the Board of Education **accepts the correspondence as read**. Motion carried unanimously.

President Zimmerman called for discussion on the **Superintendent's Report**:

PRESENTATIONS:

- Student Spotlight: Mr. Ondrey and Members of the 6th Grade Band (Auditorium)
- 2015-2016 Annual Audit Presentation: Robert Hulsart & Co.
- Mrs. Leslie Bedford – Exemplary Educator Award
- Building Level Goals: Mrs. Murphy, Mr. Bubnowski, Mr. White and Mr. Luciani
- District/Superintendent Update: Dr. Tramaglini
- Superintendent's HIB Report (November 2016)

Board Discussion:

- 2017 Organization Calendar/Meeting Schedule – Mr. Gonnella reviewed the modifications to the calendar and additional meetings to enable the Board to hire staff during the summer months.

COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:

Finance & Facilities: Anthony Laudati, Chairperson.

- The administrators have been working on their portions of the 2017-2018 budgets. They were due to Mr. Gonnella this week. The Finance Committee will be reviewing them in January.
- The committee will be reviewing some potential facility projects for the 2017-18 school year in January.
- The Audit was submitted and as we heard from the auditor, there were no recommendations or exceptions. The Board will be voting this evening to accept the audit report for the 2015-2016 fiscal year.
- Agenda resolutions were reviewed.

Curriculum & Instruction: Annmarie Duda, Chairperson.

The committee met this evening. Topics of discussion included MAP testing, PARCC testing and Professional Development. Mrs. Duda reviewed the resolutions on the agenda.

Personnel & Management: Gregg David, Chairperson.

December 12, 2016

Mr. David reviewed the resolutions on the agenda.

Policy: Genean Braun, Chairperson.

No policy revisions.

TAB Committee: Mr. Laudati and Mrs. Zimmerman participated in the meeting. Some concerns were the MS Guidance Program and Middle School scheduling and work load, especially science and social studies.

OLD BUSINESS: None.

NEW BUSINESS:

- Mr. Jankiewicz asked about the substitute process, both hiring and scheduling. Dr. Tramaglini reviewed the process as well as some of the challenges we face to fill the positions. Often we do not have enough substitutes accepting positions and need to have plans to compensate and cover for these absences.
- Ms. Drogon asked if the school had a program that would help Senior Citizens with raking leaves and snow removal. Mr. Luciani and Dr. Tramaglini discussed some conceptual ideas.

PUBLIC PARTICIPATION:

Motion was made by David, seconded by Drogon, that the **meeting be opened to the public**. Motion carried unanimously.

- No public comments.

Motion was made by David, seconded by Drogon, that the **meeting be closed to the public**. Motion carried unanimously.

ROLL CALL WAS TAKEN ON THE FOLLOWING RESOLUTIONS:

FINANCE & FACILITIES

Superintendent's Report

RESOLUTION #1: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the report of the Superintendent for the month of November 2016**.

Be It Further Resolved, That the Board of Education **accepts the list of emergency drills conducted during the month of November 2016 as follows:**

School

Date

Drill Type

December 12, 2016

Harding	11/3/2016	Fire
Harding	11/7/2016	Bus Evacuation
Harding	11/16/2016	Lockdown
Brearley	11/18/2016	Fire
Brearley	11/29/2016	Lockdown

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Bill List

RESOLUTION #2: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That **the attached bill list be approved for the month of November 2016 in the amount of \$2,335,841.95.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Financial Reports

RESOLUTION #3: Introduced by Laudati who moved its adoption, seconded by Drogon, Pursuant to *N.J.A.C. 6A:23A-16.10(c)(4)*, we, the members of the Kenilworth Board of Education, certify that as of and after review of the secretary's and treasurer's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, **no major account or fund (Current Expense, Capital Outlay, or Debt Service) has been overexpended in violation of N.J.A.C. 6A:23A-16.10(a)(1) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.**

Be It Further Resolved, That the Kenilworth Board of Education **accepts the reports of the School Business Administrator/Board Secretary and the Treasurer of School Monies and that they are in agreement for the month of October 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Line Item Transfers

RESOLUTION #4: Introduced by Laudati who moved its adoption, seconded by Drogon, Whereas, pursuant to Board of Education Policy #3160, the Superintendent and Secretary to the Board have **made the following line item transfers (November 2016) in the 2016-2017 school budget,** Be It Resolved, That their actions be ratified and recorded in the minutes as per attached. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Conferences, Workshops & Travel

RESOLUTION #5: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the attendance of the following**

December 12, 2016

personnel at conferences/meetings with reimbursement in accordance with Board Policy No. 6471-School District (M), with full details attached, as follows:

Attendee Name	Conference/Workshop Title	Date	Location City, State
<u>Teaching Staff:</u>			
Kristen Jeans	UCCTI Shared-Time Information Session	1/12/2017	Scotch Plains, NJ
Amy Efchak	Be the Best Baseball & Softball Coaches Convention	1/26-1/29/17	Atlantic City, NJ
Clarice Johnson	Judy Freeman's 33rd Annual Winners! Workshop	5/10/2017	Somerset, NJ
Megan Harrison	Sending District Info Session	12/7/2016	Scotch Plains, NJ
<u>Administration:</u>			
Michele Tiedemann	Leaders to Leaders Academy	12/5/16, 1/17/17, 2/28/17	Monroe, NJ
<u>BOE Members:</u>			
Ryan Haberthur	NJSBA New Board Member Weekend Orientation Program	3/10-3/12/17	Princeton, NJ

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

January 2017 Regular Meeting Date

RESOLUTION #6: Introduced by Laudati who moved its adoption, seconded by Drogon, Whereas January 4, 2017 has previously been designated as the Board of Education's Organization Meeting, and

Whereas at that Organization Meeting, the Board will adopt the schedule of meetings for the new organizational year, and

Whereas the Board of Education would like to provide sufficient notice to the public with regard to their regular monthly meetings, now

Therefore Be It Resolved, that the Kenilworth Board of Education **approves January 9, 2017 at 7:30 p.m. as its first Regular Meeting of the organizational year and authorizes the Board Secretary to advertise said meeting.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

December 12, 2016

Homeless Liaison Appointment

RESOLUTION #7: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the following appointee for the 2016-2017 school year:**

Position

Homeless Liaison

Appointee

Michele Tiedemann

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

NP Security Aid Grant

RESOLUTION #8: Introduced by Laudati who moved its adoption, seconded by Drogon, Whereas, the Kenilworth Board of Education **has received \$9,200.00 to implement the NJ Nonpublic Security Aid Program in St. Theresa School,** and

Whereas, the Kenilworth School District, along with the Kenilworth Police Department consulted with St. Theresa School regarding their security needs on November 29, 2016,

Whereas, the recommendation of that meeting was to purchase **enhanced access systems and an Automated External Defibrillator,** to the extent funding is available,

Now Therefore Be It Resolved, that the Kenilworth Board of Education handle the purchasing and processing of the 2016-2017 nonpublic school security aid program. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Comprehensive Annual Financial Report

RESOLUTION #9: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **accepts the Comprehensive Annual Financial Report of the Kenilworth Board of Education covering the financial accounts and records of the Kenilworth Board of Education, the Food Service Fund, and the Student Activity Accounts for the 2015-2016 school year** as prepared by Vincent A. Gonnella, Business Administrator/Board Secretary and Robert A. Hulsart & Co., Board of Education Auditors.

Be It Further Resolved, That there were no exceptions or audit findings needing remediation or corrective action. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Alliance for Competitive Telecommunications (ACT)

RESOLUTION #10: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **agrees to participate in the Alliance for Competitive Telecommunications with the Educational Services Commission of New Jersey**

December 12, 2016

(ESCNJ) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO). The ESCNJ shall be the lead Agency for this program. All current and future members of the ESCNJ Cooperative Pricing system are invited to participate in the Alliance for Competitive Telecommunications, which is intended to fulfill school districts obligation under 18A:55-3 and offer other co-op members a competitive pricing model.

The Kenilworth Board of Education shall provide the awarded vendor with accurate data, i.e. telephone line numbers, locations and any other appropriate information necessary for the provision of service.

The Kenilworth Board of Education may accept the contract award to the successful vendor(s) for such services as may be needed if it is advantageous to do so. The Co-op Member shall not withdraw from this agreement if they award a contract to the named vendor(s).

The Kenilworth Board of Education understands that the services to be provided under this cooperative purchasing agreement may include dial tone/local calls (where available), regional toll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating Co-op Member. The ACT program also includes Wide Area Network Connections, Internet Access and Hosted Phone and Fax Services.

All fees for the work of the MRESC and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor(s). A 3% fee has been established and will be incorporated in the bid specifications.

This participation agreement was approved at a regular meeting of the Kenilworth Board of Education held on December 12, 2016 and the Board of Education authorizes the execution of this agreement. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Toilet Room Facilities

RESOLUTION #11: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the revised application for “Toilet Room Facilities for Early Intervention, Pre K and Kindergarten Classrooms” alternate method to the Union County Department of Education for review and approval.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

PERSONNEL & MANAGEMENT

2016-2017 Extracurricular Stipend Positions

RESOLUTION #12: Introduced by David who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the following change in personnel**

December 12, 2016

for extra-curricular stipend positions for the 2016-2017 school year:

Program/Advisor	Stipend	Staff Member
Middle School Play	\$1,941.00	Lauren Widner (replacing Joseph Mills)

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Substitute Staff

RESOLUTION #13: Introduced by David who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the hiring pursuant to the provisions of N.J.S.A. 18A:6.7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18a:6-4.13 et seq., as applicable to the employment of the following substitute teacher(s), home instructor(s), secretaries and/or aide(s) for the 2016-2017 school year:**

	Nurse Per Diem Rate	Teacher Per Diem Rate	Classroom Aide Hourly Rate	Lunchroom Playground Aide Hourly Rate	Secretary Hourly Rate
Colon, Filiberto		\$85.00			
Crilley, Ken		\$85.00			
Fortunato, Danielle		\$85.00	\$15.00		
Kolesar, Michael		\$85.00	\$15.00		
Stotz, Megan		\$85.00			

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Student Teachers

RESOLUTION #14: Introduced by David who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the following to participate as practicum student(s)/observer(s)/student teacher(s) in the Kenilworth School District, as directed by their individual college/university, at no cost to the Board:**

Student Teacher	College/University	Cooperating Teacher
Ceceri, Danielle	Union County College	Heidi Luerssen
Rivera, Matthew	Rutgers University	Lora Kaprowski/Jennifer Donohue

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

CURRICULUM & INSTRUCTION

December 12, 2016

Home Instruction

RESOLUTION #15: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 203495 with services provided by Elizabeth Marranca, Neal DeLuisi, Christa Candon and Deanna Russomanno at a rate of \$41.00/hour commencing November 14, 2016 through November 29, 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Home Instruction

RESOLUTION #16: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 2018234 with services provided by Kim McGowan at a rate of \$41.00/hour commencing November 17, 2016 through December 2, 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Home Instruction

RESOLUTION #17: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 20180586 with services provided by Kim McGowan at a rate of \$41.00/hour commencing November 21, 2016 through December 2, 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Home Instruction

RESOLUTION #18: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 20160253 with services provided by Christa Candon and Deanna Russomanno a rate of \$41.00/hour commencing November 16, 2016 until the student's return to school.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Home Instruction

RESOLUTION #19: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 20200940 with services provided by Christa Candon, Bobby Kleiven and Deanna Russomanno a rate of \$41.00/hour commencing November 17, 2016 until the student is released from the program.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Bedside Instruction

RESOLUTION #20: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **approves ten (10) hours/week of bedside**

December 12, 2016

instruction for Student No. 20200940 with services provided by Union County Educational Services Commission while the student is attending Trinitas Regional Medical Center at a rate of \$64.00/hour, commencing November 17, 2016 until the student is released. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

HIB October 2016

RESOLUTION #21: Introduced by Duda who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education **accepts the recommendations of the Superintendent as reflected in his October 1, 2016 to October 31, 2016 HIB Incident Report.**

This report was disseminated to the Board of Education in November 2016 and reviewed by the Superintendent at the November 2016 Regular Board of Education Meeting.

The Board reserves the right to discuss this matter in executive session should any Board Member need additional information before voting on the HIB report. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

RESOLUTION: Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved by the Board of Education of Kenilworth that the Board of Education **meet in private session**, from which the public shall be excluded, **to discuss the topics of KEA negotiations and grievances**, which private discussion is being held pursuant to Section 7b and 8 of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon. Motion carried unanimously.

At 8:50 p.m. President Zimmerman called a 5-minute recess.

At 9:06 p.m. President Zimmerman reconvened the public session, and informed the public that **the Board took no action in private executive session.**

Mrs. Zimmerman wished everyone a Merry Christmas, Happy Holidays and New Year.

Motion was made by David, seconded by Drogon, that when the **meeting adjourns, it adjourns to the call of the chair.** Motion carried unanimously.

Meeting adjourned 9:06 p.m.

Respectfully submitted,

December 12, 2016

Vincent A. Gonnella
Secretary to the Board