

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**September 17, 2014**

**CALL TO ORDER**

President Johnson-Demeter called the meeting to order at 5:00 p.m. on Wednesday, September 17, 2014 at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**Flag Salute** –President Johnson-Demeter

**Opening Statement** –President Johnson-Demeter

Pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq, the Board Secretary caused notice of this meeting to be given to the public and the press on November 6, 2013.

**Present:** Rosalie Lamonte, Rob Roschewsk, Gus Rutledge (Arrived 5:20), David Shotwell and Ellen Johnson-Demeter

**Also Present:** Robert Glowacky, Superintendent  
Edmund Zalewski, Board Secretary  
Bruce Jones, Attorney

**Others Present:** Approximately 5 members of the public.

**Adopt the Meeting Agenda**

**Resolution 11810-14: Adopt the Meeting Agenda**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board adopts the Meeting Agenda for the September 17, 2014 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge

**MOTION CARRIED**

**Resolution E533-14: Personnel, Negotiations and Legal Matters**

On the motion of Mr. Roschewsk, seconded by Mr. Shotwell, the Board moved into executive session at 5:01 p.m. by adopting the following resolution:

BE IT RESOLVED, by the Board of Education of the Warren County Technical School as follows:

- A. That the public be excluded from the attendance at a portion of this meeting for the reason that the following subject matter be discussed:
  - Contract Discussions – Sending Districts
  - Security Concern update
- B. The Board may exclude the public from the meeting pursuant to N.J.S.A. 10:4-12, B3 & B8 of the Open Public Meetings Act.
- C. The matters discussed will be revealed to the public when the Board determines that such would not invade any right of privacy.
- D. Action may be taken.

VOICE VOTE: YEAS: 4

ABSENT: Mr. Rutledge (Arrived 5:20)

**MOTION CARRIED**

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**Resolution E534-14:                    Resume Regular Session**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, the Board reconvened into regular session at 6:20 p.m.

VOICE VOTE: YEAS: 5

**MOTION CARRIED**

**Discussion**

- **PUBLIC COMMENTS - Related to Agenda Items Only – None**
- **COMMUNICATIONS - None**
- **SUPERINTENDENT’S REPORT**
  - **Mr. Glowacky stated that school started without a hitch this year and all was quiet.**
- **HIB REPORT**
  - **Mr. Glowacky advised the Board that there were 2 minor HIB issues that were addressed.**
  - **Mrs. Vogel presented the School Self-Assessment Report to the Public and Board of Education and provided the report to all in attendance. There were no questions from the Board of Education.**
- **BOARD PRESIDENT’S REPORT**
- **DISCUSS EDUCATIONAL ISSUES**
- **NEW BUSINESS**
  - **Mr. Zalewski discussed the budget request received from the county for the upcoming school year.**
  - **The solar project is moving forward, and there should be a resolution on October’s Agenda for Board approval.**
  - **Mr. Zalewski asked the Board members to review the proposed meeting dates for the upcoming year.**
- **PUBLIC HEARING**

**Resolution 11811-14:                    Accept the Annual HIB Self-Assessment Report for the 2013-2014 School Year**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board accepts the Annual HIB Self-Assessment Report as presented by Geta Vogel.

(Recommended by the Chief School Administrator)

Exhibit: A

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

**MOTION CARRIED**

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**REGULAR MEETING MINUTES**  
**September 17, 2014**

**Resolution 11812-14:**                    **Accept, Discuss and Approve the Consolidated Monitoring Plan and Corrective Action Plan.**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board discussed and approves the Consolidated Monitoring Report dated August 2014 from the Department of Education and approves the Corrective Action Plan as presented.

(Recommended by the Chief School Administrator)

Exhibit: B

ROLL CALL VOTE: YEAS: 4                    ABSTAIN: Dr. Lamonte                    MOTION CARRIED

**F.       Minutes – Regular Meeting Minutes**

**Resolution 11813-14:**                    **Approve Board Meeting Minutes as Listed Below**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following resolutions as listed below:

**Resolution 11814-14:**                    **Approve August 27, 2014 Regular Meeting Minutes**

**Resolution 11815-14:**                    **Approve August 27, 2014 Regular Meeting Executive Session Minutes**

VOICE VOTE: YEAS: 4                    ABSTAIN: Dr. Lamonte                    MOTION CARRIED

**Resolution 11814-14:**                    **Approve August 27, 2014 Regular Meeting Minutes**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Regular Meeting Minutes of August 27, 2014.

VOICE VOTE: YEAS: 4                    ABSTAIN: Dr. Lamonte                    MOTION CARRIED

**Resolution 11815-14:**                    **Approve August 27, 2014 Regular Meeting Executive Session Minutes**

On the motion of Mr. Shotwell, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the Regular Meeting Executive Session Minutes of August 27, 2014.

VOICE VOTE: YEAS: 4                    ABSTAIN: Dr. Lamonte                    MOTION CARRIED

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**September 17, 2014**

**FINANCE**

**Resolution 11816-14:**                    **Approve September 2014 Finance Resolutions as Listed Below**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following finance resolutions as listed below:

- Resolution 11817-14:**                    **Receive, Accept, and Approve July 2014 Financial Reports**  
**Resolution 11818-14:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**  
**Resolution 11819-14:**                    **Approve Payment of Bills for September 2014**  
**Resolution 11820-14:**                    **Approve Transfers for September 2014**  
**Resolution 11821-14:**                    **Establish 2014-2015 Tuition Reimbursement Rates**  
**Resolution 11822-14:**                    **Approve Entering into a Lease Purchase Agreement with Municipal Capital Finance for Copiers**  
**Resolution 11823-14:**                    **Approve Rate for Substitute Nurses**  
**Resolution 11824-14:**                    **Accept IDEA-B Grant Funds of \$115,994 for FY15**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11817-14:**                    **Receive, Accept, and Approve August 2014 Financial Reports**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that the July 2014 financial reports of the Secretary and Treasurer be received, accepted, and approved.

(Recommended by the Chief School Administrator)

Exhibit: F1

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11818-14:**                    **Board of Education's Monthly Certification of Major Account/Fund Status**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that the following Board of Education's Monthly Certification of Budgetary Major Account/Fund Status be approved:

Board of Education's Monthly Certification  
Budgetary Major Account/Fund Status

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that August 31, 2014, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge, no major account or fund has been over expended. The district board of education has implemented adequate controls to prevent the over-expenditure of any funds or yearly deficit in major accounts in accordance with N.J.A.C. 6A:23A-16.10(c)4.

(Recommended by the Chief School Administrator)

Exhibit: F2

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
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**REGULAR MEETING MINUTES**  
**September 17, 2014**

**Resolution 11819-14:                    Approve Payment of Bills for September 2014**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the payment of bills as shown on the attached Bills List for September in the amount of \$539,061.70.

(Recommended by the Chief School Administrator)

Exhibit: F3

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11820-14:                    Approve Transfers for August 2014**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the transfers of monies for the month of August 2014.

(Recommended by the Chief School Administrator)

Exhibit: F4

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11821-13:                    Establish 2014-2015 Tuition Reimbursement Rates**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board establishes the 2014-2015 tuition reimbursement rates as \$593.25 per credit for Graduate courses and \$298.72 per credit for Undergraduate courses effective for the period September 1, 2014 through August 31, 2015. Reimbursement rate will be based upon the start date of the course taken.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11822-14:                    Approve Entering into a Lease Purchase Agreement with Municipal Capital Finance for Copiers**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board entering into a Lease Purchase Agreement with Municipal Capital Finance for the purpose of replacement copiers. The lease will replace the current one in effect and result in a \$525 per month savings while improving the copiers for the main office and teachers.

(Recommended by the Chief School Administrator)

Exhibit: F5

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**September 17, 2014**

**Resolution 11823-14:                    Approve Rate for Substitute Nurses**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approve the rate of \$125.00 per day for the 2014-2015 School Year.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11824-14:                    Accept IDEA-B Grant Funds of \$115,994 for FY15**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board accept the IDEA-B Grant funds for FY15 for an award amount of \$115,994, through the New Jersey Department of Education for the period July 1, 2014 through June 30, 2015 for the purposes, terms and conditions set forth in the proposal.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**PERSONNEL**

**Resolution 11825-14:                    Approve September 2014 Personnel Resolutions as Listed Below**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following personnel resolutions as listed below:

**Resolution 11826-14:                    Contract Cindy Woodall as P/T Learning Disabilities Teacher Consultant for the 2014-2015 School Year**

**Resolution 11827-14:                    Employ Elizabeth Clark as an Aide for the 2014-2015 School Year**

**Resolution 11828-14:                    Allocate IDEA-B Funds to Fund the Salaries of the Following Staff for the 2014-2015 School Year**

**Resolution 11829-14:                    Approve Following Staff to Provide Targeted Assistance Services to Identified Students as part of NCLB Grant**

**Resolution 11830-14:                    Employ Christa Akers as P/T Speech Therapist for the 2014-2015 School Year**

**Resolution 11831-14:                    Employ Extra Curricular Personnel for the 2014-2015 School Year**

(Recommended by the Chief School Administrator)

SEE VOTES FOLLOWING INDIVIDUAL RESOLUTIONS

**Resolution 11826-14:                    Contract Cindy Woodall as P/T Learning Disabilities Teacher Consultant for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board contracts Cindy Woodall as P/T Learning Disabilities Teacher Consultant to work two (2) days per week for the 2014-2015 school year effective September 1, 2014 at the salary rate of \$545 per diem as with no benefits/sick days. A professional services contract will be agreed to between the parties. Ms. Woodall's services will be partially funded by the IDEA-B grant 20-250-200-3000-FF15.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**September 17, 2014**

**Resolution 11827-14:**                    **Employ Elizabeth Clark as an Aide for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Elizabeth Clark as an Aide for the 2014-2015 school year effective September 1, 2014 to June 30, 2015 at the salary rate of \$27,440 per year with benefits. Ms. Clarks Salary will be funded by the IDEA-B Grant 20-250-100-1000-FF15.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4                    ABSTAIN: Mrs. Johnson-Demeter                    MOTION CARRIED

**Resolution 11828-14:**                    **Allocate IDEA-B Funds to Fund the Salaries of the Following Staff for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this approves using IDEA-B funds to support the salaries of Stephen DeMonte as Special Education Instructor and Elizabeth Clark as a Special Education Aide for the 2014-2015 school year charged to account number 20-250-100-1000-FF15.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5                    MOTION CARRIED

**Resolution 11829-14:**                    **Approve Following Staff to Provide Targeted Assistance Services to Identified Students as part of NCLB Grant**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following staff members to provide on-line and one-on-one tutoring for identified students who opt for services and have an application on file. This service is provided by the Targeted Assistance Services (TAS) specified in the No Child Left Behind (NCLB) Act of 2001. The rate of pay for tutoring will be \$30.00 per hour. Account 20-231-100-1000-FF15.

Michele Beneducci  
Gerard Bossard  
Patricia Colabella  
Stefanie Connolly  
Rena Cornella

Maryanne Czarnecki  
Ellen LePera  
David Lettire  
Kim McCormick  
Lori Miller

John Mylecraine  
Laurel Osborn  
Connie Piccola  
Jasmine Slowik  
Jay Werkheiser

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5                    MOTION CARRIED

ADDITIONAL INFORMATION: One of the most beneficial aspects of NCLB is the Targeted Assistance Services (TAS), which provides free tutoring to children who require assistance to succeed in school. Students/parents who opt for services will sign a contract that states specific expectations of the student, parent, and school. Any identified student/parent who does not want to take advantage of the TAS must sign an Opt Out form.

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**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**September 17, 2014**

**Resolution 11830-14:**            **Employ Christa Akers as P/T Speech Therapist for the 2014-2015 School Year**  
On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs Christa Akers as P/T Speech Therapist to work four (4) day per week for the 2014-2015 school year effective September 1, 2014 at the salary rate of \$375 per diem with no benefits/sick days. Account 11-000-219-1040-0000.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11831-14:**            **Employ Extra Curricular Personnel for the 2014-2015 School Year**  
On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board employs extra curricular personnel for the 2014-2015 school year for the period from September 1, 2014 to June 30, 2015 as follows:

<b><u>Last</u></b>	<b><u>First</u></b>	<b><u>Extra Curricular Personnel</u></b>	<b><u>Stipend</u></b>
Goodell	Laura	Student Government Advisor w/Tracy Leal	\$637.50
Leal	Tracy	Student Government Advisor w/Laura Goodell	\$637.50

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**TRAVEL**

**Resolution 11832-14:**            **Approve Proposed Field Trips for the 2014-2015 School Year**  
On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following proposed Field Trips for the 2014-2015 school year:

<b>Date</b>	<b>Destination</b>	<b>Instructor</b>	<b>Number Of Students</b>	<b>Purpose</b>	<b>Approximate Transportation Cost</b>
10/2/14	Hackettstown	Maria Tamburro	18	Observe Healthcare	WCTS

**\* Paper work received after cutoff date for Board agenda.**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 4

ABSTAIN: Dr. Lamonte

MOTION CARRIED

**POLICY**

**Resolution 11833-14:**            **Approve on Second Reading Revisions to the Board Policy Manual**  
On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves on second reading revisions to the Board Policy Manual as follows:

6150            Tuition – Policy

(Recommended by the Chief School Administrator)

VOICE VOTE: YEAS: 5

MOTION CARRIED



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**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**September 17, 2014**

**ADDENDUM ITEMS**

**Resolution 11834-14:**                    **Approve September 2014 Addendum Resolutions as Listed Below**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following addendum resolutions as listed below:

**Resolution 11835-14:**                    **Approve CTE Fire Science Program**

**Resolution 11836-14:**                    **Approve Vocational Substitute Instructors for the 2014-2015 School Year**

**Resolution 11837-14:**                    **Employ Home Instructor for the 2014-2015 School Year**

**Resolution 11838-14:**                    **Rescind Resolution 11803-14 Employment of Nancy Adlman as P/T Social Worker for the 2014-2015 School Year**

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11835-14:**                    **Approve CTE Fire Science Program**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves CTE Fire Science Program effective with the 2014-2015 school year. This program has been approved by the NJ Department of Education and is aligned to the Law, Public Safety, Corrections and Security career cluster.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11836-14:**                    **Approve Vocational Substitute Instructors for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following Vocational Substitute Instructors for the Fire Science Program at the rate of \$32.00 per hour not to exceed 150 hours per individual. Funding will be provided by Perkins Secondary Funds Account 20-386-100-1000-FF15.

Jeffrey Firling  
Joseph Fox, Sr.  
Robert Griffith  
Stanley Jessamine  
Kurt Klausfelder

John Lefler  
Gary Ricker, Sr.  
Robert Slater  
Randy Trimmer

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**Resolution 11837-14:**                    **Employ Home Instructors for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board employs the following home instructor for the 2014-2015 school year effective from September 1, 2014 through June 30, 2015 at the rate of pay of \$25.00 per hour on an as needed basis:

Ellen LePera

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION**  
**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
**REGULAR MEETING MINUTES**  
**September 17, 2014**

**Resolution 11838-14:**                    **Rescind Resolution 11803-14 Employment of Nancy Adlman as P/T Social Worker for the 2014-2015 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board rescinds Resolution 11803-14 employing Nancy Adlman as P/T Social Worker for the 2014-2015 School Year.

(Recommended by the Chief School Administrator)

ROLL CALL VOTE: YEAS: 5

MOTION CARRIED

**PUBLIC COMMENTS – Any topic not discussed earlier.**

**Policy #0167- PUBLIC PARTICIPATION IN BOARD MEETINGS**

Section: Bylaws

Date Created: March, 2000

Date Edited: September, 2012

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three (3) minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. The presiding officer may:
  - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
  - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
  - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
  - e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

- Mrs. Arnold, Child Development Teacher, told the Board that Sprouts successfully started today with 6 morning students and 2 afternoon.
- Faith Hann, PTA President, discussed the Grant-a-Wish program.

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**1500 ROUTE 57 ~ WASHINGTON, NJ 07882**  
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**September 17, 2014**

**ADJOURNMENT**

**Adjourn the Meeting**

On the motion of Mr. Shotwell, seconded by Mr. Rutledge, the Board adjourned the meeting at 7:04 p.m.

**Upcoming Dates of Interest:**

October 15, 2014

BOE Meeting 5:00 p.m. Executive Session 5:30 p.m. Regular Session

November 3, 2014

Reorganization Meeting 5:00pm Regular Session

Respectively Submitted,

Edmund Zalewski