



MIDDLESEX COUNTY MAGNET SCHOOLS BOARD OF EDUCATION

Business/Public Meeting Minutes | November 12, 2025 | 7:10 p.m.

Mr. Jones, Board President called the meeting to order at 7:10 pm.

Dr. Howe, called the roll:

Present: Mr. Jones, Ms. Czarneski, and Mrs. Faustini
Mr. Tartara who participated telephonically

Absent: Mr. Anderson

Also Present: Mr. Diaz, Superintendent, Mr. Howe, Board Secretary/Business Administrator of Operations, Mr. Johnson, Assistant Superintendent, and Ms. Noble McDonnell, Board Attorney

Reading of Public Notice

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the Open Public Meetings Law, the public notice of this meeting which included the time, date and location, was dispensed in the following manner:

- Posted on the bulletin board reserved for announcements in the Board Office, 112 Rues Lane, East Brunswick, NJ.
- Advertised in the Home News Tribune and the Courier News on October 14, 2025.
- Posted on the Middlesex County Magnet Schools website (www.mcmsnj.net) on October 9, 2025.
- Mailed to the five (5) duly appointed Board Members.

Correspondence

Presentations/Announcements

- [NJSLA/NJGPA Analysis Presentation](#)

MINUTES

1. ACCEPTANCE OF MINUTES

October 8, 2025

Business-Public Meeting ([Minutes 10.8.2025](#))

EDUCATION & CURRICULUM ITEMS

2. APPROVE/NURSING SERVICES PLAN

That the Board of Education approves the [Nursing Services Plan](#) for the 2025-2026 school year, as recommended by the Superintendent of Schools.

3. TEXTBOOK ADOPTION

BE IT RESOLVED that the Middlesex County Magnet Schools adopt the following textbooks for use in the Health Occupations Curriculum as recommended by the Department of Career and Technical Education:

Medical Assisting: Administrative and Clinical Procedures. Booth, Whicker and Wyman

PERSONNEL ITEMS

4. APPROVE/PERSONNEL ITEMS

That the Board of Education approves the following personnel actions, as recommended by the Superintendent of Schools.

A. Resignations and Retirements							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Jessica Borrero	Resignation	Clerk	PA	N/A	N/A	11/14/25	N/A
John Gassmann	Resignation (Retroactive)	Custodian	PI	N/A	N/A	10/24/25	N/A
Stephanie Laties	Resignation	School Social Worker	PI	N/A	N/A	12/15/25	N/A
Kimberly Rego	Resignation	Teacher of English	EB	N/A	N/A	12/12/25	N/A
Nicole Southern	Resignation	Teacher of Mathematics	EA	N/A	N/A	12/31/25	N/A

B. Leaves of Absence							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Lea Anello	FMLA-Unpaid (Retroactive)	Teacher of Theatre Arts	EB	N/A	N/A	10/20/25	10/20/25
Gina Chiarello	FMLA Unpaid (Baby Bonding) Revised	Teacher of Health & Physical Education	EB	N/A	N/A	12/10/25	3/11/26
Wendy Galvez	FMLA Unpaid (Baby Bonding)	Teacher of Mathematics	PI	N/A	N/A	1/5/26	3/27/26
Lamont Lovelace	FMLA (Retroactive)	Custodian	PI	N/A	N/A	10/24/25	11/14/25
Kathleen Wilhelmy	FMLA Unpaid (Retroactive) (1-4 times per month)	Teacher of Science	WA	N/A	N/A	10/16/25 10/23/25 10/29/25 11/10/25	10/16/25 10/23/25 10/29/25 11/10/25

C. Appointments/New Hires							
Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Elisa M. Conger	Substitute	Substitute	N/A	\$150/day	N/A	11/13/25	N/A
Eric Figueroa	New Hire	Building Construction Specialist/Carpenter	CO	\$81,798	6	11/13/25	6/30/26
Sheffa Kochay	Substitute	Substitute	N/A	\$150/day	N/A	11/13/25	N/A
Kelly Nakielny	Transfer/Promotion	Principal	IM	\$159,000	NA	11/13/25	6/30/26

Seong Mi Jeon	Substitute	Substitute	N/A	\$150/day	N/A	11/13/25	N/A
Linette Nunez	Substitute	Substitute	N/A	\$150/day	N/A	11/13/25	N/A
Bijal Pandya-Provenza	New Hire	Teacher of English	EB	\$76,692	D-11	1/5/26	6/30/26
Avinoam Slivko	New Hire	Director of Personnel	CO	\$173,000	N/A	1/26/26	6/30/26
Rodney Vani	Substitute	Substitute	N/A	\$150/day	N/A	11/13/25	N/A

D. Transfers/Salary Changes

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Jennifer Reed	Transfer/Promotion	Administrative Assistant to Principal	EB	\$55,719	C-7	12/1/25	6/30/26
Deanna Petersen	Class Coverage	Teacher of Mathematics	EB	1/6th	N/A	10/27/25	6/30/26
Charles Ubitz	Transfer/Promotion	District Maintenance Foreman	CO	\$88,798	9	11/13/25	6/30/26

E. Extracurricular / Extra Pay - Athletic

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Daniel Franke	Sports - Basketball	Site Supervisor/Clock Operator	ALL	*	N/A	11/13/25	6/30/26
Kiah Parekh (Pending CHR)	Sports - Basketball	Site Supervisor/Clock Operator	ALL	*	N/A	11/13/25	6/30/26

*Compensation will be as follows: Site Supervisor - \$85 for two games / Site Supervisor - \$60 for one game / Clock Operator - \$35 per game

F. Extracurricular / Extra Pay - Non-Athletic

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Charles Eberle	Hourly Pay (Retroactive)	Auditorium Manager	EB	\$35/hr.	N/A	9/4/25	6/30/26
Errol Beutell	Hourly Pay (Retroactive)	Auditorium Manager	EB	\$35/hr.	N/A	9/4/25	6/30/26
Nicole Kelly	Health Occupations 727 Curriculum Reviewer	School Nurse	EB	\$42/hr. (10 hrs.)	N/A	10/20/25	12/31/26

G. Adult Education

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Joseph Zazzarino	Part-Time Employment	Culinary Instructor	EB	\$42/hr.	N/A	11/2/25	6/30/26

H. Artificial Intelligence Grant

Name	Nature of Action	Position	Loc	Salary	Step	Effective Date	Term Date
Rachel Brooks	715 Curriculum Writer	AI and Robotics Teacher	EB	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Nikita Patil	715 Curriculum Writer	Electrical/Computer Engineering Teacher	EA	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26

Michael Maring	715 Curriculum Writer	Social Studies Teacher	EB	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Andrew Bohackyj	715 Curriculum Writer	Science Teacher	EB	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Rachel Brooks	714 AI Advisory Board	AI and Robotics Teacher	EB	\$42/hr. (12 hrs.)	N/A	11/15/25	1/31/26
Nikita Patil	714 AI Advisory Board	Electrical/Computer Engineering Teacher	EA	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Michael Maring	714 AI Advisory Board	Social Studies Teacher	EB	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Andrew Bohackyj	714 AI Advisory Board	Science Teacher	EB	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Jamie Wasco	714 AI Advisory Board	Advisory Board	EB	\$42/hr. (25 hrs.)	N/A	11/15/25	1/31/26
Lee Neamand	728 Grant Manager	Director of CTE	CO	\$7,500	N/A	11/15/25	1/31/26
Rachel Brooks	718 Asynchronous PD	AI and Robotics Teacher	EB	\$5,000	N/A	11/15/25	1/31/26
Adam Recktenwald	717 Curriculum Specialist	Supervisor of CTE	CO	\$5,000	N/A	11/15/25	1/31/26
Isaiah Gomez	716 Branding Specialist	External Affairs	CO	\$2,500	N/A	11/15/25	1/31/26

BUSINESS AND FINANCE ITEMS & REPORT

5. BUDGETARY TRANSFERS ([Attachment A](#))

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached transfers in the 2025-26 budget.

6. ACCEPT THE SECRETARY AND TREASURER REPORT ([Attachment B](#))

BE IT RESOLVED that the Middlesex County Magnet Schools Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, does hereby certify that as of the date of the reports, September 30, 2025 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-1.10 (a); the monthly financial reports of the Secretary and the Treasurer; and further recommends, in compliance with N.J.A.C. 6A:23A-16.10 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

7. BILLS AND PAYROLL ([Attachment C](#))

The Middlesex County Magnet Schools Board of Education approves the bills that are presented for payment in the amount of \$6,213,618.66, the October 15, 2025 payroll presented for payment in the amount of \$1,352,225.18 and the October 31, 2025 payroll presented for payment in the amount of \$1,361,041.13.

8. ADDITIONAL FIELD TRIP REQUESTS ([Attachment D on file in the BOE](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached additional field trip requests for the 2025-2026 school year as recommended by the Superintendent.

9. FIELD TRIP AMENDMENTS – HIGH SCHOOL TRIPS 2025-2026 SCHOOL YEAR ([Attachment E](#))

on file in the BOE)

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached field trip amendments.

10. EVENING SCHOOL FIELD TRIPS 2025-2026 SCHOOL YEAR (Attachment F on file in the BOE)

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of evening school field trips not requiring transportation for the 2025-2026 school year.

11. APPROVE PROFESSIONAL DEVELOPMENT, TRAVEL, AND REIMBURSEMENT

The Middlesex County Magnet Schools Board of Education approves the following professional development, travel, and related expenses particular to attendance at listed functions for mileage, registration fees, and other travel expenses according to the cost schedule. Reimbursement is subject to contractual provisions or is in accordance with the travel guidelines for school districts (18A:11-12 and 6A:23A-7) and state travel guidelines established by the Department of Treasury in NJOMB circular letter.

Staff/Board Member	Date	Workshop/Conference	Reg. Fee	Funding Source	Estimated Expenses					
					Mileage / Transport	Parking / Tolls	Lodging	Airfare / Train	Per Deim	Other
Samantha Becerra	11/14/25	NJALAS Annual Conference	\$250.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jorge Diaz	2/11-14/26	AASA National Conference	\$1,050.00	District	\$0.00	\$0.00	\$597.42	\$196.97	\$0.00	\$0.00
Sonny Gottstine	11/21/25	AMTNJ Conference	\$215.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Leah Hoffman	11/20-23/25	Model UN Chaperone	\$0.00	District	\$51.23	\$0.00	\$513.58	\$0.00	\$0.00	\$0.00
Roberto Inclan	11/14/25	NJALAS Annual Conference	\$250.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Estefania McKay	11/14/25	NJALAS Annual Conference	\$150.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Scott Modzelewski	11/14/25	NJALAS Annual Conference	\$250.00	District	\$11.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cristina Monteiro	5/21/26	NJTESOL Conference	\$325.00	District	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00
Rafael Nava	11/14/25	NJALAS Annual Conference	\$250.00	District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Liam Ryan	10/28-31/25	National FFA Convention Chaperone	\$90.00	District	\$0.00	\$0.00	\$495.00	\$374.97	\$240.00	\$0.00
Alex Stiles	11/20-23/25	Model UN Chaperone	\$0.00	District	\$51.23	\$0.00	\$513.58	\$0.00	\$0.00	\$0.00
Jamie Wasco	11/14/25	NJALAS Annual Conference	\$250.00	District	\$11.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

12. SALE OF SURPLUS PROPERTY (Attachment G)

WHEREAS, the Middlesex County Magnet Schools Board of Education has identified certain surplus property in the attached list which is no longer needed for public use; and

WHEREAS, it is the Boards intention to sell the surplus property through an online auction as authorized by P.L. 2001, C30 and outlined in Local Finance Notice 2019-15 and will be conducted through Municibid.com pursuant to State Contract 19-GNSV1-00696 in accordance with the terms of that contract.

BE IT THEREFORE RESOLVED, that the Board of Education approve the sale of the identified surplus property held as an online auction through Municibid.com under State Contract 19-GNSV1-00696; and

BE IT FURTHER RESOLVED, that any identified surplus property shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said property; and

BE IT FURTHER RESOLVED, that the Board reserves the right to accept or reject any bid submitted.

13. USE OF FACILITIES

RESOLVED that the Middlesex County Magnet Schools Board of Education authorize the following use of facilities:

Outside Organizations

<u>Date</u>	<u>Days</u>	<u>Organization</u>	<u>School</u>	<u>Facility</u>
11/20/25	Thursday	Career Council Inc.	East Brunswick	Gym/Cafeteria
11/1/25, 11/2/25, 11/8/25, 11/9/25	Sat. & Sun.	Rutgers University Athletics	Piscataway	Field
12/5/25- 3/6/26	Friday	Woodbridge Travel Baseball & Softball	Perth Amboy	Gym

14. DONATION - DONORSCHOOSE

WHEREAS, DonorsChoose, wishes to donate instructional supplies to the science class at the Piscataway Magnet School.

RESOLVED that the Middlesex County Magnet Schools Board of Education accept the donation as listed.

15. SCHOOL SAFETY AND SECURITY PLAN (Attachment H on file in the BOE)

WHEREAS, New Jersey Administrative Code (N.J.A.C. 6A:16-5.1) requires school districts to have a School Safety and Security Plan with plans, procedures, and mechanisms reviewed and updated annually.

WHEREAS, Middlesex County Magnet Schools has updated the current School Safety and Security Plan.

BE IT THEREFORE RESOLVED, that the Middlesex County Magnet Schools Board of Education approve the School Safety and Security Plan and the submission of the plans statement of assurance to the New Jersey Department of Education.

16. BUDGET CALENDAR AND OBJECTIVES 2026-2027 ([Attachment I](#) & [Attachment J](#))

WHEREAS, the District has created a potential budget calendar and objectives for the development of the 2026-2027 school year fiscal budget, and

WHEREAS, the preparation of the school budget, as well as the State imposed deadlines, require the budget process to begin in November of the current school year.

BE IT RESOLVED, that Middlesex County Magnet Schools Board of Education review and approve the attached Budget Calendar and Objectives for the 2026-2027 school year.

17. ACCEPTANCE OF FUNDS – EDUCATION RISK INSURANCE CONSORTIUM (A SUB FUND OF THE NEW JERSEY SCHOOL BOARDS ASSOCIATION INSURANCE GROUP) – SAFETY GRANT PROGRAM 2025

BE IT RESOLVED that the Middlesex County Magnet Schools Board of Education approve acceptance of funds from the Education Risk Insurance Consortium, as follows:

<u>Project Title</u>	<u>Amount</u>
Safety Grant Program	\$12,062
Start: July 1, 2025	
End: June 30, 2026	
Project Manager: Francine Thompson	

18. APPLICATION FOR FUNDS – ARTS INSTITUTE OF MIDDLESEX COUNTY

RESOLVED that the Middlesex County Magnet Schools Board of Education approve application for funds from the Arts Institute of Middlesex County, as follows:

<u>Project Title</u>	<u>Amount</u>
Arts Institute of Middlesex County Core Partner Start: January 1, 2026 End: December 30, 2026 Project Manager: Adam Recktenwald	\$10,000

19. AMENDED ACCEPTANCE OF FUNDS – CAREER AND TECHNICAL EXPERIENCES - WORKPLACE INTERNSHIP ([Attachment K](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education amend the acceptance of funds from the Middlesex County Office of Human Services, as follows:

<u>Project Title</u>
Workplace Internship From: January 1, 2025 - December 31, 2025 To: January 1, 2025 - to December 31, 2026 Project Manager: Renee Davis

BE IT FURTHER RESOLVED that at the October 16, 2025 meeting of the Middlesex County Board of County Commissioners an additional appropriation was made to this grant of \$197,550.00 and the Middlesex County Magnet Schools Board of Education approve the amended associated memorandum of agreement for the program.

20. BUDGET MODIFICATION- NEW JERSEY STATE DEPARTMENT OF EDUCATION– EXPANDING CAREER PATHWAYS IN ARTIFICIAL INTELLIGENCE ([Attachment L](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education approve a budget modification for Expanding Career Pathways In Artificial Intelligence Grant funded through the State of New Jersey Department of Education as outlined in the attached Budget Summary.

21. PURCHASE OF AI ROBOTICS EQUIPMENT ([Attachment M](#))

WHEREAS sealed bids were received on October 8, 2025 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for AI Robotics Equipment at the East Brunswick campus.

WHEREAS only one bid was received in good order from Stemfinity in the amount of \$69,887.50.

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of AI Robotics Equipment at the East Brunswick campus for \$69,887.50 to Stemfinity.

22. PURCHASE OF CULINARY EQUIPMENT ([Attachment N](#))

WHEREAS sealed bids were received on October 8, 2025 in response to newspaper advertising in the "Home News Tribune" and "The Courier News" for Culinary Equipment at the Piscataway campus.

WHEREAS only one bid was received in good order from Culinary Depot in the amount of \$165,376.13.

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of Culinary Equipment at the Piscataway campus for \$165,376.1350 to Culinary Depot.

FACILITIES/TECHNOLOGY ITEMS**23. PURCHASE OF FURNITURE – GLOBAL % TANNER ([Attachment O](#))**

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of furniture to Global % Tanner for \$3,967.20 under the ESCNJ Cooperative Purchasing Agreement 22/23-08, as indicated in the attachment.

24. PURCHASE OF VERKADA SECURITY SYSTEMS - EASTERN DATACOMM

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase Verkada security systems at the new Innovation Magnet School campus to Eastern DataComm on the basis of Monmouth Ocean Educational Service Commission (MOECS) Cooperative Agreement #25-11 school communication and safety, as follows:

<u>Item</u>	<u>Amount</u>
Verkada Campus Wide Camera System	\$239,858.89
Verkada Door Access Control System	\$ 82,978.61
Verkada Visitor Management System	<u>\$ 18,574.74</u>
Total:	\$341,412.24

25. PURCHASE OF TECHNOLOGY SUPPLIES – SHI ([Attachment P](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education award the purchase of the attached technology supplies to SHI for \$8,301.46 on the basis of Cooperative Purchasing Agreement NJSBA ACES-CPS #E-8801, as indicated in the attachment.

26. LONG RANGE FACILITIES PLAN (LRFP) - MINOR AMENDMENT

BE IT RESOLVED that the Middlesex Magnet Schools Board of Education authorize a minor amendment to the LRFP to include projects:

Middlesex County Piscataway Magnet School - Air Handling Unit #8 Replacement

Middlesex County Perth Amboy Magnet School - Cosmetology Shop Conversion/Alterations

27. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN ([Attachment Q](#) & [Attachment R](#))

WHEREAS, the Department of Education required New Jersey School Districts to submit a three-year comprehensive maintenance plan along with the annual maintenance worksheet (M-1) documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed for the various school facilities of the Middlesex County Magnet Schools are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

28. SNOW PLOWING – NO BIDS - DISTRICT

WHEREAS Middlesex County Magnet Schools has advertised for snow plowing sealed bids to be received on September 25th and October 15th, and

WHEREAS four (4) bid packets were sent out for the first bid and four (4) bid packets were sent out for the second bid and on both dates the District did not receive any response.

BE IT THEREFORE RESOLVED that the Middlesex Magnet Schools Board of Education authorize the Business Administrator to negotiate an agreement for 2025-26 snow plowing services on an as

needed basis in the absence of any bids on two occasions in accordance with N.J.S.A 18A:18A5(c.).

29. CHANGE ORDERS - CAPITAL PROJECTS ([Attachment S](#))

RESOLVED that the Middlesex County Magnet Schools Board of Education approve the attached list of Change Orders for various Capital Projects previously awarded and currently under construction.

OTHER MOTIONS

30. FIRE DRILLS/SECURITY DRILLS

That the Board of Education accepts the following fire/security drills, as recommended by the Superintendent. ([Attachment](#))

31. ACCEPT HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT & AFFIRM PREVIOUSLY REPORTED CASES

That the Board of Education accepts the HIB Incident Report and affirms the HIB cases previously reported to the Board of Education. ([Attachment](#))

32. MEMORANDUM OF AGREEMENT/2025-2026 SCHOOL YEAR

That the Board of Education approves the Memorandum of Agreement between the Board of Education and Law Enforcement Officials for the 2025-2026 school year as recommended by the Superintendent. A copy is on file at the Board Office.

BUILDINGS & GROUNDS REPORT (Satchell Haughton)

[Attached Report](#)

PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS

None

STUDENT REPRESENTATIVE REPORT

Ravleen Chhabra and Haley Poulsen, East Brunswick Magnet School reported on their experience at the FFA 2025 national convention which had record attendance. The student council held a Fall dance that was sold out. The 2nd Annual Multicultural festival is taking place on 11/25 to give students the opportunity to learn more about cultures they may not have known about.

APPROVE ALL ITEMS ON THE CONSENT AGENDA

A motion was made by Ms. Czarneski and seconded by Mrs. Faustini, that the Middlesex County Magnet Schools Board of Education approves all items on the consent agenda of the regular public meeting of November 12, 2025, as recommended by the Superintendent of Schools.

On a Roll Call Vote:

On a roll call vote, Mr. Jones, Ms. Czarneski, Mrs. Faustini, and Mr. Tartara voted "aye," and the motion carried.

ADJOURNMENT

A motion was made by Mrs. Faustini and seconded by Mr. Tartara, that there being no further business the meeting be adjourned at 7:52 pm.

Respectfully submitted,

Joseph Howe

Joseph Howe
Board Secretary