

**FORT LEE BOARD OF EDUCATION  
FORT LEE, NEW JERSEY**

**MINUTES**

**PUBLIC BUSINESS MEETING AGENDA  
Monday, April 24, 2023  
Lewis F. Cole Intermediate School Cafetorium  
and Zoom (virtual) Meeting**

**CALL TO ORDER BY THE PRESIDENT**

The meeting was called to order at 6:30 p.m. by Board Vice President, Mrs. Richter

**FLAG SALUTE**

The Flag Salute was led by Mr. Rubino

**PUBLIC ANNOUNCEMENT**

The Open Public Meeting announcement was read by Board President, Ms. Colbath

**ROLL CALL**

**Present:** Ms. Elisa Cho (Remote), Ms. Paula K. Colbath, Mrs. Kim Curry, Dr. Catherine Golfinopoulos, Mr. Kacy Knight, Mrs. Holly Morell, Mr. Michael Rubino, Ms. Julene Stassou, Mrs. Kristen Richter

**Also Present:** Dr. Robert L. Kravitz, Dr. Vincent Occhino, Mrs. Diane Collazo-Baker, Mr. Lester E. Taylor III, Board Attorney

**EXECUTIVE SESSION**

MOTION by Mrs. Morell seconded by Mrs. Richter at 6:33 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

Board President, Ms. Colbath asked for a MOTION to adjourn the Executive Session.

MOTION by Mrs. Richter seconded by Mrs. Curry at 7:39 p.m.

The motion carried unanimously upon voice vote, 9-0.

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

Dr. Kravitz thanked the Board members, Mrs. Collazo-Baker, Budget Administrators, Mr. Ernie Turner, Financial Consultant, and Dr. Vincent Occhino, Interim Business Administrator for their contributions in developing the 2023-2024 school year District Budget. Dr. Kravitz presented the 2023 – 2024 school year budget.

On another matter, Dr. Kravitz described the festive atmosphere at School #3 as they welcomed the newly appointed principal, Mrs. Viveca Williams-Glover.

**HEARING OF CITIZENS- QUESTIONS AND COMMENTS FROM THE PUBLIC ON THE  
2023-2024 SCHOOL YEAR DISTRICT BUDGET**

MOTION by Mrs. Morell, seconded by Ms. Stassou to open the floor to the public, 8:01 p.m.

MOTION carried unanimously upon voice vote, 9-0.

Public comments included an explanation of the Freckle curriculum program and the K-12 Multi-Tiered Systems of Support and Intervention and Referral Services process.

Dr. Kravitz and Mrs. Collazo-Baker addressed all questions and concerns.

MOTION by Mrs. Morell seconded by Mr. Rubino to close the floor to the public, 8:06 p.m.

MOTION carried unanimously upon voice vote, 9-0.

**RESOLUTIONS -PUBLIC BUDGET HEARING**

**FINANCE**

**1F** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **inclusion in the Final 2023- 2024 School District Budget of the use of Unrestricted Surplus (Fund Balance)** in the amount of \$2,523,085: and

**FURTHER BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **inclusion in the Final 2023- 2024 School District Budget of a withdrawal from Capital Reserves** in the amount of \$3,963,750 as follows:

<b><u>CAPITAL RESERVES PROJECTS</u></b>	
18-21 year old Program	337,500
Fort Lee High School Shop & Training Program	708,750
Lewis F. Cole MS Academic Wing Uni Vent Replacement	1,417,500
Purchase of Property	1,500,000
Total Capital Reserve Projects	3,963,750

**THEREFORE, BE IT RESOLVED** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **the Final 2023-2024 School District Budget as follows:**

	<b><u>BUDGET</u></b>	<b><u>LOCAL TAX LEVY</u></b>
General Fund	86,074,065	72,386,681
Special Revenue Fund	4,024,038	-0-
Debt Service Fund	4,221,471	3,810,376
Total Base Budget	94,319,574	76,197,057

**2F** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **General Fund Appropriations to include a \$18,274 withdrawal from the Emergency Reserve Account for the Fort Lee Board of Education, to improve school security in the**

	district.
3F	<p><b>WHEREAS</b>, the Fort Lee Board of Education recognizes <b>school staff and Board members will occur travel related expenses</b> related to and within the scope of their current responsibilities and for the travel that promotes the delivery of instruction or furthers the efficient operations of the school district; and</p> <p><b>WHEREAS</b>, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board: and</p> <p><b>WHEREAS</b>, the Fort Lee Board of Education established \$100,000 as the maximum travel amount for the current school year; now</p> <p><b>THEREFORE, BE IT RESOLVED</b>, the Fort Lee Board of Education <b>approves travel and related expense reimbursements in accordance with N.J.A.C 6A:23A-7.3, to a maximum expenditure of \$100,000 for the 2023-2024 school year.</b></p>
	<p>MOTION by Mrs. Morell, seconded by Mrs. Richter, that the Fort Lee Board of Education approves items #1F through #3F.</p> <p>MOTION carried unanimously upon roll call vote, 9-0.</p>

**HIGH SCHOOL STUDENT REPRESENTATIVES REPORT**

Dr. Kravitz welcomed the High School Student Representatives. The Student Representatives, Abigail Fearon and Tessa Lee, shared a detailed report of student activities at the High School as well as a number of sport events.

**COMMITTEE REPORTS**

None.

**PUBLIC WORK SESSION - QUESTIONS AND COMMENTS FROM BOARD MEMBERS ON ITEMS LISTED ON TONIGHT'S AGENDA OR ANY OTHER TOPIC**

None.

**HEARING OF CITIZENS- QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA AND ANY OTHER TOPIC OF CONCERN**

MOTION by Mrs. Morell, seconded by Mrs. Curry to open the floor to the public, 8:12 p.m.

MOTION carried unanimously upon voice vote, 9-0.

Public comments included an inquiry if the increase in Fort Lee property tax a decision made by the State or by the Municipality, and an explanation of the budgeted referral program for K-12 students.

Dr. Kravitz and Mrs. Collazo-Baker addressed all questions and concerns.

MOTION by Mrs. Morell seconded by Mrs. Richter to close the floor to the public, 8:17 p.m.

MOTION carried unanimously upon voice vote, 9-0.

**RESOLUTION WALK-IN:**

Ms. Colbath read the walk-in resolution item #3B&G amendment of the Long-Range Facility Plan.

**RESOLUTIONS**

**BOARD**

**1B** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the following **minutes**:

Public Business Meeting Minutes March 6, 2023  
Private Executive Meeting Minutes March 6, 2023

Public Business Meeting Minutes March 16, 2023  
Private Executive Meeting Minutes March 16, 2023

Public Business Meeting Minutes April 11, 2023  
Private Executive Meeting Minutes April 11, 2023

**2B** **WHEREAS**, the Fort Lee Board of Education has received the Superintendent's report of **incident(s) of Harassment/Intimidation/Bullying ("HIB")** within the District; and

**WHEREAS**, the Board has had the opportunity to review the Superintendent's recommendations with respect to the incident(s) of HIB.

**NOW, THEREFORE BE IT RESOLVED**, that the Board accepts the Superintendent's recommendations.

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 18A:37-15(d), the Superintendent of Schools shall inform the applicable parents/guardians of the students involved in these incidents with the following information within five school (5) days of this Board meeting:

1. The nature of the investigation;
2. Whether the District found evidence of HIB;
3. Whether discipline was imposed;
4. Whether services were provided to address the incident of HIB.

**3B** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the attendance and travel expenditures for administration and board members to attend the **New Jersey School Boards Annual Workshop in Atlantic City, New Jersey** not to exceed \$1,200 per attendee (as per the GSA maximums):

<b>Attendees</b>	<b>Workshop</b>	<b>Dates</b>
Nine Board Members	NJSBA Annual Workshop	October, 23-26, 2023
Up to four Administrators	NJSBA Annual Workshop	October, 23-26, 2023

**4B** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended 2022-2023 District Calendar**. *Attachment: [Revised 22-23 School Calendar](#)*

MOTION by Mrs. Morell, seconded by Mrs. Richter, that the Fort Lee Board of Education approves items #1B through #4B.

MOTION carried unanimously upon roll call vote, 9-0.

**BUILDINGS & GROUNDS**

**1B&G**      **WHEREAS**, the Fort Lee Board of Education Long Range Facility Plan designated the renovations and additions to district schools; and

**WHEREAS**, facing uncertainty as to future availability to school construction funding, the Fort Lee Board of Education has entered the project specific planning stage to address alternative solutions to future availability the continued lack of educational space to meet the need of its students; and

**WHEREAS**, the Fort Lee Board of Education has identified and approved the acquisition of real property including an educational facility to meet those needs located in the Borough of Fort Lee and designated as:308 Tom Hunter Road, Block 3952, Lot 1; and

**WHEREAS**, The Board now seeks to take steps in order to proceed with the project and comply with NJAC 6A:26-5.2 and 5.3 and related sections of the code as an “other capital project” and must prepare a Submission Package to the New Jersey Department of Education for review and approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Fort Lee Board of Education authorizes the preparation of the Department of Education Submission Package and that the Superintendent of Schools and the Interim School Business Administrator/Board Secretary be authorized to amend the approved Fort Lee Long Range Facility Plan to acquire classroom space to increase the capacity above existing schools.

**BE IT FURTHER RESOLVED**, that the Fort Lee Board of Education authorizes the submission of the Submission Package for the project to the New Jersey Department of Education for consideration and approval.

**2B&G**      **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves and authorizes **an agreement for the purchase of the 308 Tom Hunter Road, Fort Lee, New Jersey for the purchase price of \$1,550,000.00** subject to satisfaction of all conditions proceeding set forth in the agreement which is attached to this Resolution and which has been circulated to the Board members. *Attachment: [Deed Tom Hunter Road](#)*

**3B&G**      **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon **Walk-In** recommendation of the Superintendent, approves an **amendment of the Long-Range Facility Plan** to revise and add the **projects at Fort Lee High School, 308 Tom Hunter Road Annex to School No. 2 and Lewis F. Cole Middle School** per the attached list for State Department of Education approval.

MOTION by Mrs. Morell, seconded by Ms. Stassou, that the Fort Lee Board of Education approves items #1B&G through #3B&G.

MOTION carried unanimously upon roll call vote, 9-0.

**CURRICULUM**

**1CUR** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **class trips listed on the attached summary. Attachment: [Class Trips](#)**

**2CUR** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **program for Summer 2023:**

- Summer 2023 Math Advancement Program for students entering grades 7 and 8 from Wednesday, July 5, 2023 through Friday, August 4, 2023 at Lewis F. Cole Middle School. The cost for in-district students is \$500.00 and \$600.00 out-of-district students.

**3CUR** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Children's Aid & Family Services as a provider for a parent workshop, to provide a 1-hour virtual Hidden in Plain Sight/Vaping Presentation at no cost.**

MOTION by Mrs. Morell, seconded by Mrs. Richter, that the Fort Lee Board of Education approves items #1CUR through #3CUR.

MOTION carried unanimously upon roll call vote, 9-0.

**FINANCE**

**1F** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, has received and accepts the financial reports of the **Secretary and Treasurer of School Monies for the month ending February 2023** and certifies that the reports indicate that no major account or fund is over expended in violation of

N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year. **Attachment: [Secretary Report February Treasurer Report February](#)**



- 2F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, confirms the **line item transfers for the month of February 2023**. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule. *Attachment: [Transfers February](#)*
- 3F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the **current bills list in the amount of \$8,876,010.82 for April 2023 checks**. *Attachment: [Bills List](#)*
- 4F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the current **Cafeteria bills list in the amount of \$115,703.64 for April 2023 checks**. *Attachment: [Cafeteria Bills List](#)*
- 5F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the **current Athletic bills list in the amount of \$1,718.00 for April 2023 checks**. *Attachment: [Athletic Bills List](#)*

MOTION by Mrs. Curry, seconded by Mrs. Morell, that the Fort Lee Board of Education approves items #1F through #5F.

MOTION carried unanimously upon roll call vote, 9-0.

### **PERSONNEL**

- 1P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attendance of staff members at the **staff trips/conferences** listed on the attached summary. *Attachment: [Staff Trips](#)*
- 2P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Maria Kolic, a Paraprofessional at Lewis F. Cole Middle School, after dedicating 20 years of service to the district, effective July 1, 2023**.
- 3P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Lynn Roese, a Paraprofessional at School No. 2, after dedicating 10½ years of service to the district, effective July 1, 2023**.

**4P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Corinne West, an Art Teacher at School No. 2, after dedicating 17 years of service to the district, effective July 1, 2023.**

**5P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Jack DeNichilo, as Acting Supervisor of Building & Grounds at Central Office, after dedicating 22 years of service to the district, effective July 1, 2023.** (Amended from June 30, 2023).

**6P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **appointments** for the 2022-2023 school year, pending verification of employment:

<b>APPOINTMENTS</b>						
<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Loc</b>	<b>Position Control #</b>	<b>Annual Salary Prorated</b>	<b>Effective Date</b>
Lindita	Agastra	Assistant School Business Administrator	CO	00-0122-01	\$105,000.00	7/1/2023
Sunny	Kim	Part Time (.83) Paraprofessional	S2	02-9101-65	\$24,386.00	4/20/2023 Amended

**7P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **approves the appointment of Curriculum Writers for 2023-2024 for services to be performed outside the contractual day, to be paid a stipend at an hourly rate of \$45.00 per hour, for an aggregate total not to exceed \$70,000, to be charged against account # 11-000-221-104- 00-000, for the teaching staff members listed below:**

<b>CONTENT AREA</b>	<b>CERTIFICATED STAFF MEMBERS</b>
<b>English Language Arts</b>	Marjorie O'Connell, Jodi Schultz-Etra, Miranda Jurgensen, Alden Etra
<b>Elementary (Multiple content areas)</b>	Alycia Adams, Catherine Arfuso, Jocelyn Levine, Rachel Ventrella, Janine Mendoza
<b>Physical Education</b>	Peter Kraljic
<b>Math</b>	Chloe Shannon, Brittany Lodato, Christina Murphy, Stefanie Katic

<b>World Languages</b>	Cinzia Bernardo, Yiting Zhou, Julissa Cartagena, Ada Acosta Chehirian
<b>Social Studies</b>	Gene Fusco, Justin Williams, Meghan Favorito, Danielle Christal, Arielle Mangiaracina
<b>Science</b>	Faith-Ann Minutolo, Yesenia Jimenez
<b>Library/Media</b>	Douglas Walden

**8P THEREFORE BE IT RESOLVED**, that the Board of Education, upon recommendation of the Superintendent, **appoints the following faculty members to administer AP exams outside of the normal work day during the month of May 2023, at an hourly rate of \$45.00, with a maximum of 15 hours per faculty member, to be paid from Account # 11-140-100-101.**

- Diana Acosta
- Gabrielle Brown
- Laura Caddell
- Alysia Ott
- Miranda Jurgensen
- Reina Proto
- Jessica Bijari
- Maria Giannattasio
- Fathia Balgahoom
- Yvette Rodriguez
- Douglas Walden
- Erin Powers
- Tara Lawlor
- Kelly McMenamin (Horton)

**9P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **2023 Summer OOD ESY Employment for Non-Affiliated, Out of District Registered Nurse, Johanna Reyes**, assign to student SID#5257323628, **from July 5, 2023 to July 28, 2023 for a total of 126 hours @ \$64.74, not to exceed \$8,157.24** for Extended School Year services rendered at Norman A. Bleshman School from Account # 11-422-100-101-00-000.

**10P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **termination of employment for Employee #6920, effective April 25, 2023.**

**11P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **leaves**:

<b>LEAVES OF ABSENCES</b>								
<b>Name</b>	<b>Position</b>	<b>Loc</b>	<b>Type</b>	<b>New or Amend</b>	<b>Paid Leave</b>	<b>Unpaid Leave with benefits</b>	<b>Unpaid Leave No Benefits</b>	<b>Return Date</b>
Jessica Addeo	OT	CST	Maternity	New	9/1/23 - 9/15/23	N/A	9/18/23 - 12/31/23	1/2/24
Christina Agrapidis	Kindergarten Teacher	S1	Maternity	Amend	10/3/22 - 11/30/22	12/1/22 - 6/30/22	7/1/23 -12/31/23	1/2/24
Helen Altamura	School Secretary	HS	Medical	Amend	4/26/23 - 5/5/23	N/A	N/A	5/8/23
Marilyn Bynum	Bookkeeper	CO	Medical	New	5/4/23 - 5/18/23(½)	5/18/23 (½) -6/30/23	N/A	7/1/23
Desiree DiCristoforo	Paraprofessional	S2	Medical	Amend	3/23/23 - 4/28/23	N/A	N/A	5/1/23
Alexandra Infante	ELA Grade 6	IS	Maternity	Amend	4/24/23 - 6/15/23	6/16/23 -2/22/24	N/A	2/23/24
Genna Kornweiser	Gr 5 & 6 BSI Math	IS	Maternity	Amend	N/A	9/1/23- 3/31/24	4/1/24 - 5/12/24	5/15/24
ID# 6193	N/A		Admin Leave	New	4/19/23	N/A	N/A	TBD

**12P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **leave replacements** during the 2022-2023 school year, as outlined below:

<u>LEAVE REPLACEMENTS</u>					
Name	Grade/ Subject	Loc	Salary	Effective Dates	Reason for opening
Arleen Artinian	Teacher Gr 5		\$58,875 Step 1 BA, No Benefits Continuous Assignment	9/1/22 to 6/30/23 (amended)	Rita Fermano
Soo Choi	Teacher Gr 2		\$58,875 Step 1 BA, No Benefits Continuous Assignment	9/1/22 - 6/21/23 (amended)	Stefanie Holman
Samantha Gerson	School Counselor		\$62,275.00 (prorated) Step1, MA No Benefits	4/24/2023 - 1/3/2024 (amended)	Kaityn Clausman
Lina Giraldo	Teacher Gr 4		\$58,875 Step 1 BA, No Benefits Continuous Assignment	1/9/23 to 6/21/23 (amended)	Gina DeMartino
Briana Shuki	Teacher Grade 3		\$58,875 Step 1 BA, No Benefits Continuous Assignment	9/1/22 - 6/2/23 Amended	Jessica Karoutsos
Beryl Steinbach	Teacher - LAL		\$58,875.00 (prorated) No Benefits	4/25/2023 - 6/21/2023	Alexandra Infante

**13P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the change of **Pay Structure for Leave Replacement in Educational Support Positions** effective May 1, 2023. Leave Replacement Educational Support Positions that require a Master’s Degree will receive the salary equal to MA, Step 1 on the Teachers Salary Guide from day 1 of the assignment, no benefits.

**14P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **payment of unused vacation days** for 2022-2023 as follows:

**Unused Vacation Day Payout**

Last Name	First Name	Salary Year	Salary	Daily	# of Vacation Days	Total
Puentes	Elieser	22-23	\$43,891.00	\$168.81	7.5**	\$1,266.08

\* Vacation days awarded annually not accrued

\*\*Custodial daily rate is calculated by dividing salary by 260 days

\*\*\*Business Admin daily rate is calculated by dividing salary by 260 days

**15P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of the following staff member as an Anti-Bullying Specialist** effective April 24, 2023 through June 30, 2023:

<u>Location</u>	<u>Anti-Bullying Specialists</u>
Lewis F. Cole Intermediate School	Samantha Gerson (MLR)

**16P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended appointment of a Spring Coach for the 2022-2023 school year, as follows**. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities.

<b>Coach</b>	<b>Sport</b>	<b>Position</b>	<b>Season</b>	<b>Class</b>	<b>Step</b>	<b>Stipend</b>
Trevor Hedges*	Track/Field	Assistant Coach	Spring	II	1	\$5,955

**\*Non-Staff Member**

MOTION by Mrs. Morell, seconded by Mrs. Richter, that the Fort Lee Board of Education approves items #1P through #16P.

MOTION carried upon roll call vote, 8-1. Mrs. Morell dissented on Item #5P. Ms. Colbath thanked all the retirees noted in items #2P through #5P for their years of dedication services.

**OLD BUSINESS:**

None.

**NEW BUSINESS**

None.

**ADJOURNMENT**

MOTION by Mr. Rubino, seconded by Mrs. Morell, to adjourn, 8:31 p.m.

MOTION carried unanimously upon voice vote, 9-0.

**RESPECTFULLY SUBMITTED,**

*Dr. Vincent Occhino*

**Dr. Vincent Occhino  
Interim Business Administrator/Board Secretary**

VO/toc  
5-01-23