

CENTENNIAL BOARD OF SCHOOL DIRECTORS  
Warminster, Pennsylvania

Minutes of REGULAR MEETING  
HELD April 7, 2015

Mrs. Lynch announced that the Board met in Executive Session from 5:15 to 7:00 p.m. to discuss personnel and legal issues.

**1. WELCOME**

**1.1 CALL TO ORDER (Mrs. Schrader Lynch)**

A Regular Meeting of the Centennial School Board was held on April 7, 2015 in the Administration Building. The meeting was called to order by Mrs. Lynch at 7:09 p.m.

**1.2 ROLL CALL (Mrs. Schrader Lynch)**

The following Board members were present: Steven Adams, Kati Driban, Michael Hartline, Betty Huf, via speaker phone at 6:56 p.m., Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dr. Andrew Pollock, David Shafter.

Mrs. Lynch announced that Mrs. Huf joined the meeting via speaker phone at 6:56 p.m., connection was lost, pending approval of attending meeting. Rejoined the meeting at 7:13 p.m.

The following Administrative members were in attendance at the meeting: Dr. Joyce Mundy, Judith Hengst, Raymond Kase, Timothy Trzaska, Katie Braun, Dr. Jennifer Polinchock

**1.3 PLEDGE OF ALLEGIANCE (Mrs. Schrader Lynch)**

Mrs. Lynch led the group in the pledge of allegiance.

**1.4 ANNOUNCEMENTS (Mrs. Schrader Lynch)**

Mr. Hartline announced he attended the Reading Olympics held at Willow Dale Elementary School, which was well attended.

Ms. Driban announced that she publicly objected to the Board meeting being held on April 7 as it was not part of the District policy. Our Board Policy states the Board meetings are to be held on

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the second and fourth Tuesday of every month. She also objected to the meeting to be held on April 21 for the same reason. Ms. Driban stated that many of the Board members have obligations to attend other committee meetings on the first and third Tuesday of every month as representatives of the District's Board. She stated that at no time was there an exception to policy, nor was the Board informed or asked to change the dates as a Board. This evening she missed the executive session due to her representation at another meeting.

Mr. Miller read an apology for an unfortunate comment he made to a reporter for the District. He read the following, "I would like to apologize formally and at this public meeting for an unfortunate comment I recently made to a reporter who covers our meetings and school district. I made an assumption that was inaccurate and I want to stress that I was speaking individually and not for the district or the board when I made that statement. Let me explain. Centennial School District strives to hire the highest caliber personnel at all levels with a view toward improving our educational opportunities for our students and community. For certain key positions, the Board of School Directors becomes directly involved in the selection process, while responsible for the final approval of all hiring of administrative, professional and support staff. We do this consistent with our Mission Statement and commitment to Diversity and Equity. Following the March hiring of one such highly skilled person for a key position in the district, our administration shared some of the ways this employee would provide added value to our greater community, from which I jumped to an incorrect conclusion about a particular skill that may have appeared to violate that commitment. I want to assure you that is not the case. Please know this was unintentional and absolutely was not a factor in the ultimate selection among the candidates for the position. The employee has spectacular qualifications for the position as demonstrated by his achievements and experience on many levels. Accordingly, I want to apologize for any misunderstanding or discomfort I may have caused to anyone as a result of my error. The Centennial Community deserves better from me, as I have strived to deliver in the past and promise to do in the future."

Mrs. Lynch stated that the April 7 meeting was on the District calendar, on the approved calendar, and was e-mailed to all Board members on the Thursday prior to the meeting.

### **1.5 GOOD NEWS (Dr. Polinchock)**

Dr. Polinchock read the Good News for April 7, 2015.

Mr. Miller made a motion to move Change of Status #1 and Authorization to Employ #3 up in the agenda.

Motion by Mark B. Miller, second by Dr. Andrew Pollock

### **Final Resolution: Motion Carries 9-0-0**

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Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dr. Andrew Pollock, David Shafter

*Action: Be it resolved that the Centennial School District Board of School Directors approves the change of status for Katie Braun from Assistant Business Manager to Interim Business Manager effective retroactive to February 1, 2015 through June 30, 2015.*

Motion by Mark B. Miller, second by Dr. Pollock

**Final Resolution: Motion Carries 8-1-0**

Yes: Steven Adams, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dr. Andrew Pollock, David Shafter

No: Kati  
Driban

*Action: Be it resolved that the Centennial School District Board of School Directors approves the authorization to employ Hanna Messner replacing Andrea DiDio as Director of Human Resources.*

Motion by Mark B. Miller, second by Kati Driban

**Final Resolution: Motion Carries 9-0-0**

Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dr. Andrew Pollock, David Shafter

## **2. REPORTS**

### **2.1 SUPERINDEPENDENT'S REPORT (Dr. Mundy)**

Dr. Mundy congratulated Kati Braun on her promotion and welcomed Hannah Messner as Director of Human Resources.

Dr. Mundy made the following announcements:

- Spring sports are underway
- World Autism Awareness Day - April 2
- National Librarian Day - April 4
- Fine Arts week – last week of April

### **2.2 STUDENT REPORTS - William Tennent High School (Connor Ruch) and Middle Bucks Institute of Technology (Osuan Serrano)**

Connor Ruch, student at WTHS, gave the report on ongoing/upcoming events.

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Osuanly Serrano, student at MBIT, gave the report on ongoing/upcoming events.

### 3. COMMUNITY COMMENTS

None.

### 4. SCHOOL BOARD MINUTES

Action: 4.1 Be it resolved that the Centennial School District Board of School Directors approves the minutes of the Board meetings: Regular School Board Meeting held March 10, 2015 and Regular/Work Session School Board Meeting held March 24, 2015. (Mr. Miller)

Motion by Mark B Miller, second by Elizabeth Huf

**Final Resolution: Motion Carries 9-0-0** Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B Miller, Dr Andrew Pollock, David Shafter

Motion by Mark B Miller, second by Elizabeth Huf.

**Final Resolution: Motion Carries 8-0-1 (March 24, 2014)**

Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B Miller, Dr Andrew Pollock,

Abstention: David Shafter [Did not attend the meeting.]

### 5. FOR SEPARATE DISCUSSION

Procedural: 5.1 Be it resolved that the Centennial School District Board of School Directors: (Mrs. Schrader Lynch)

After a short discussion on policy procedures, Dr. Andrew Pollock read:

*Action: 5.2 WHEREAS, the Board of School Directors (“the School Board”) desires to ensure good governance and to ensure that individual Board members do not overstep their individual authority; and WHEREAS, the School Board wants to ensure that no individual Board member undermines either the Superintendent, members of the administrative team, and other school district staff; NOW, THEREFORE, be it resolved, as follows: No Board member may: a) communicate electronically or in writing in any form with any school district employee without copying the Superintendent; b) communicate verbally with any school district employee on any substantive matter without providing email notification of the communication to the Superintendent within twenty-four (24) hours of the communication; c) direct or request any school district employee to perform any function or duty for or on behalf of the Board member without obtaining the prior written approval from the Superintendent; d) make any presentations at committee meetings or School Board meetings without obtaining the prior written approval from the Superintendent; e) go on or participate in any site visits without obtaining the prior written approval from the Superintendent. 2) If any Board member violates any of the foregoing rules, the Superintendent is directed to make a report of any said violation at a public meeting. 3) If any Board member violates any of the foregoing rules, he or she shall be subject to public*

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*censure. (Mrs. Schrader Lynch)*

Motion by Dr. Andrew Pollock, second by Steven Adams

After a short discussion, Mr. Shafter made a motion to amend the original motion with the following additions/changes inserted in the original motion:

No Board member may: *a) initiate; b) initiate; d) any committee meetings; all presentations at board of education meetings must be submitted to all board members at least one day prior to the presentation and the board member must be recognized by the board president prior to making the presentation*

Dr. Pollock asked for a roll call vote:

Motion by David Shafter second by Dr. Andrew Pollock

**Motion Carries 7-2-0**

Yes: Steven Adams, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dr. Andrew Pollock, David Shafter

No: Kati Driban, Michael Hartline

Dr. Pollock requested to call the question.

After a short discussion by all of the Board members on clarification of the resolution, the amended motion (changes in bold) was voted on:

*Approve the following resolution as amended: WHEREAS, the Board of School Directors (“the School Board”) desires to ensure good governance and to ensure that individual Board members do not overstep their individual authority; and WHEREAS, the School Board wants to ensure that no individual Board member undermines either the Superintendent, members of the administrative team, and other school district staff; NOW, THEREFORE, be it resolved, as follows: No Board member may: a) **initiate** communicate electronically or in writing in any form with any school district employee without copying the Superintendent; b) **initiate** communicate verbally with any school district employee on any substantive matter without providing email notification of the communication to the Superintendent within twenty-four (24) hours of the communication; c) direct or request any school district employee to perform any function or duty for or on behalf of the Board member without obtaining the prior written approval from the Superintendent; d) make any presentations at **any committee meetings without obtaining the prior written approval from the Superintendent; all presentations at board of education meetings must be submitted to all board members at least one day prior to the presentation and the board member must be recognized by the board president prior to making the presentation;** e) go on or participate in any site visits without obtaining the prior written approval from the Superintendent. 2) If any Board member violates any of the foregoing rules, the Superintendent is directed to make a report of any said violation at a public meeting. 3) If any Board member violates any of the foregoing*

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*rules, he or she shall be subject to public censure.*

Roll call vote:

Motion by David Shafter second by Dr. Andrew Pollock

**Motion Carries 6-3-0**

Yes: Steven Adams, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Dr Andrew Pollock, David Shafter

No: Kati Driban, Michael Hartline, Mark B. Miller (in the resolution's present form)

Mrs. Lynch asked that the 5.3 motion be removed from the agenda. Mrs. Lynch explained that she and Mr. Miller had an agreement that if he publicly apologized, which he did, the motion would be removed from the agenda.

Dr. Pollock made a motion and second by Mr. Hartline that item 5.3 be removed from the agenda.

Motion by Dr. Andrew Pollock, second by Michael Hartline

**Motion Carries 9-0-0**

Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Mark B. Miller. Jane Schrader Lynch, Dr Andrew Pollock, David Shafter

**6. NEW BUSINESS**

Mrs. Lynch asked if any Board member would like any resolution removed from the consent agenda. Dr. Pollock pulled 6.11.

Mr. Miller read the consent agenda:

**6.1** *Be it resolved that the Centennial School District Board of School Directors: (Mr. Miller)*

*Action: (Consent) 6.2 Approves setting the graduation date and last day for seniors at William Tennent High School for Wednesday, June 17, 2015 with a rain date of Thursday, June 18, 2015. Additionally, the Board incorporates the make-up dates of January 27, 2015, February 17, 2015, March 5, 2015 and March 6, 2015 and sets the last day of school for all other students as Thursday, June 18, 2015. Thursday, June 18, 2015 will be scheduled as a half day for students; there will be no afternoon kindergarten session. (Mr. Miller)*

*Action: (Consent) 6.3 Accepts a donation in the amount of \$500 from the Warminster Rotary to support the science fair at Willow Dale Elementary School, as attached. (Mr. Miller)*

*Action: (Consent) 6.4 Approves an exception to Policy 7.18, Resident, Non-Resident, and Tuition Status, to allow Student 11-4 and Student 13-4 to attend Willow Dale Elementary School for the remainder of the 2014-2015 school year. The parent(s) will provide transportation. (Mr. Miller)*

*Action: (Consent) 6.5 Retroactively approves Eastern Pennsylvania Youth Soccer Association's request for Sunday use (Facility Use Policy 6.2) of the William Tennent High School stadium on*

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*Sunday, March 29, 2015 for soccer practice. The cost to the Eastern Pennsylvania Soccer Association is approximately \$450.00. (Mr. Miller)*

*Action: (Consent) 6.6 Approves the overnight trip request for a middle school principal to attend the Annual Conference for Middle Level Education in Columbus, Ohio, October 14-17, 2015. The cost to the District is approximately \$1,250.00, as attached. (Mr. Miller)*

*Action: (Consent) 6.7 Approves the addendum to the Pediatric Therapeutic Services contract for Bilingual Psychological Services/Testing through June 30, 2016, as attached. (Mr. Miller)*

*Action: (Consent) 6.8 Approves the Special Education Plan for the time period July 1, 2015 – June 30, 2018, as attached. (Mr. Miller)*

*Action: (Consent) 6.9 Approves the nomination of Michael Hartline to serve as Centennial School District's representative to the Bucks County Intermediate Unit Board of School Directors for a period of three years beginning July 1, 2015, as attached. (Mr. Miller)*

*Action: (Consent) 6.10 Accepts Provident Energy's recommendation for Natural Gas Basis Pricing as follow: 1) approve a 24 month LVT Basis of \$0.6613/DTH with Constellation, 2) reject all current HVT offers, 3) request an HVT Basis pricing refresh early May 2015 and 4) review and assess pricing by May 5, 2015, as per the attached. (Mr. Adams)*

~~*Action: 6.11 Awards the Sports Medicine RFP contract to NovaCare Rehabilitation for athletic trainer services and physician services per games as follows: Athletic Services – \$25,000 for 2015-16, \$25,000 for 2016-17 and \$25,000 for 2017-18; Physician Services – \$200 per game for 2015-16, 2016-17 and 2017-18, as attached. (Mr. Adams)*~~

Pulled from consent agenda by Dr. Pollock

*Action: (Consent) 6.12 Approves the purchase of translation software from Imagiforce, Inc. for an amount not to exceed \$1,024.88, as attached. (Mr. Adams)*

Mr. Shafter made a suggestion that in the future a bilingual psychologist be hired in regards to item 6.7.

Motion by Mark B Miller, second by Kati Driban.

**Final Resolution: Motion Carries 9-0-0**

Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B Miller, Dr Andrew Pollock, David Shafter

## **7. ITEMS REMOVED FROM NEW BUSINESS FOR SEPARATE APPROVAL**

Mr. Adams read:

*Be it resolved that the Centennial School District Board of School Directors: (Mr. Adams)*

*Action: 6.11 Awards the Sports Medicine RFP contract to NovaCare Rehabilitation for athletic trainer services and physician services per games as follows: Athletic Services - \$25,000 for 2015-*

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16, \$25,000 for 2016-17 and \$25,000 for 2017-18; Physician Services - \$200 per game for 2015-16, 2016-17 and 2017-18, as attached. (Mr. Adams)

Dr. Pollock questioned why we were changing providers and inquired if the District was dissatisfied with current services. Ms. Braun stated that the contract was up June 30, 2015 and the District went out for RFPs and the NovaCare prices were significantly lower than the current provider. The District is not dissatisfied with the current provider.

Motion by Steven Adams, second by Michael Hartline

**Final Resolution: Motion Carries 8-1-0**

Yes: Steven Adams, Kati Driban, Michael Hartline, Elizabeth Huf (via telephone), Charles Kleinschmidt, Jane Schrader Lynch, Mark B Miller, David Shafter

No: Dr. Andrew Pollock

At 8:13 p.m., Mrs. Lynch announced that the Board was going into Executive Session for personnel issues.

Meeting resumed at 8:19 p.m.

**8. PERSONNEL**

Mr. Miller read:

*Action: 8.1 Be it resolved that the Centennial School District Board of School Directors approves all personnel recommendations: Resignations/Retirements/Leaves of Absence; Authorization to Employ; Change of Status, Home Education Teacher 2014/2015, Homebound Tutor 2014/2015 and Co-Curricular Additions and Deletions 2014/2015 School Year as previously amended. (Mr. Miller)*

Dr. Pollock asked that item #10 under Resignations/Retirements/Leaves of Absence be pulled from the resolution as a separate vote.

Motion by Mark B Miller, second by Kati Driban

**Final Resolution: Motion Carries 8-0-0**

Yes: Steven Adams, Kati Driban, Michael Hartline, Charles Kleinschmidt, Jane Schrader Lynch, Mark B Miller, Dr Andrew Pollock, David Shafter

Not Present at Vote: Elizabeth Huf

Mr. Miller read:

*Be it resolved that the Centennial School District Board of School Directors approves Resignations/Retirements/Leaves of Absence item #10.*

Dr. Pollock stated that if you vote yes you are granting the leave, if you vote no you are not granting the leave.

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Motion by Mark B Miller, second by Kati Driban.

**Motion Fails 0-8-0**

No: Steven Adams, Kati Driban, Michael Hartline, Charles Kleinschmidt, Jane Schrader Lynch, Mark B Miller, Dr Andrew Pollock, David Shafter

Not Present at Vote: Elizabeth Huf

**9. OPERATIONS and POLICIES**

Information: 9.1 Policies presented for INITIAL DISTRIBUTION: Policy 815.1 INTERNET USAGE, SOCIAL MEDIA, WEBSITES, ELECTRONIC COMMUNICATIONS, AND ELECTRONIC DATA, FILES AND RECORDS (Ms. Driban)

Ms. Driban explained that this policy was for initial distribution and to be discussed at the next meeting.

Mr. Shafter inquired if they could discuss item #2 regarding cell phone numbers being provided to students. Are District employees allowed to provide home number to Centennial students?

Dr. Mundy replied that students and parents are asked to communicate through District phones.

Further discussion followed, Dr. Mundy stated that the District was working on providing a District application for cell phones for students to access. The District has a solid recommendation against employees and students communicating on personal devices.

Mr. Hartline suggested that the District survey the coaches and the IT department to look into or find a possible workaround.

Dr. Mundy asked that the solicitor provide a written summary of points we looked at in committee meetings with regard to this policy be provided to the Board.

Ms. Driban asked Dr. Mundy to pull information from the minutes from committee meetings regarding the discussion about this topic.

**10. BOARD DISCUSSION AND COMMENTS**

None.

**11. REPORTS**

**Information: 11.1 Education Committee - Mr. Miller**

Mr. Miller stated that the next meeting will be held on April 20, 2015.

**Information: 11.2 Finance Committee - Mr. Adams**

Mr. Adams reported that the committee had a full meeting on March 23 and a majority of the

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meeting revolved around the budget. The next meeting will be on April 20, 2015.

**Information: 11.3 Operations Committee - Mr. Shafter**

Mr. Shafter reported that the committee had a meeting on April 1: interviewed six architects for the middle school feasibility study, three will be brought to the Board (FVHD, USA Architects; and Schrader Group); parking lot at McDonald will be for 70 additional spaces and committee is waiting for approvals, recommendation to sell a school bus for \$2,000 to Bloom Glen Mennonite Church, and approved a nickel increase for school lunches prices.

Mrs. Lynch reminded the public that they can view the Committee meetings on the website.

**11.4 Citizens Policy Committee – Ms. Driban**

Dr. Polinchock reviewed the policy numbers that were reviewed and discussed in the Citizens Policy Committee meeting (100, 101, 105, 105.1, 105.2, 105.3, 107, 108, 109 and 109.1) and policy 815.1, which was presented for initial distribution.

**Information: 11.5 Bucks County Schools Intermediate Unit #22 - Mr. Hartline**

Mr. Hartline reported that business was as usual with the exception of Student Art Collection which is held every year with a total of nineteen pieces with participants from public schools and some of the parochial schools participating. Centennial's Isabelle Peskin completed a picture entitled *Tool Design in Watercolor* which is hanging up at the IU. The next meeting will be on April 21 and thanked the Board for voting for him for another three year term.

**Information: 11.6 PSBA Representative & Legislative Council Liaisons - Mrs. Schrader Lynch and Mr. Miller**

Mr. Miller reported that the Legislative Advocacy Session will be held at PSBA headquarters on Sunday, April 19 followed by A Day on Capitol Hill on April 20, 2015. On May 20 at Quakertown School District a joint legislative session will be held with Bucks, Lehigh, and Northampton County.

**Information: 11.7 Middle Bucks Institute of Technology Executive Council - Mr. Kleinschmidt**

Mr. Kleinschmidt reported that the next meeting will be held on Monday, April 13, 2015.

**12. COMMUNICATIONS**

None.

**13. ADDITIONAL COMMUNITY COMMENTS**

None.

**14. SCHEDULE OF BOARD MEETINGS/CALENDAR OF EVENTS**

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Information: 14.1 Attached is the Schedule of Board Meetings and Calendar of Events (Ms. Driban)

Ms. Driban read the Schedule of Board Meetings/Calendar of Events.

### **15. ADJOURNMENT**

Motion by Kati Driban, second by Dr. Andrew Pollock

**Final Resolution: Motion Carries 8-0-0**

Yes: Steven Adams, Kati Driban, Michael Hartline, Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dr. Andrew Pollock, David Shafter

Elizabeth Huf was not present at the vote

The School Board Meeting was adjourned by Mrs. Lynch at 8:40 p.m.

Respectfully submitted,

*Linda R. Fanelli*

Linda R. Fanelli  
Board Secretary