

**NUTLEY BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 25, 2006**

The Nutley Board of Education held a Regular Meeting on Monday, September 25, 2006 at the Nutley High School Auditorium, 300 Franklin Avenue, Nutley, NJ 07110.

President Olivo opened the meeting at 8:00 PM.

**CALL TO
ORDER**

MEETING NOTICE

**MEETING
NOTICE**

President Olivo stated that in compliance with Chapter 231, Public Law 1975 entitled Open Public Meetings Act, adequate notice of this meeting had been provided as specified in the Act. Proper notice of this Regular Meeting was provided in the annual notice dated May 4, 2006. Said notice was posted at the entrance of the Board of Education offices, mailed to The Nutley Sun, The Star Ledger, The North Jersey Herald & News and The Nutley Journal and mailed to the Nutley Township Clerk.

This is an official meeting.

FLAG SALUTE

**FLAG
SALUTE**

Trustee Casale led the assembly in the flag salute.

ROLL CALL

**ROLL
CALL**

Present: Mrs. Maria Alamo
Dr. Philip T. Casale
Mr. Gerard Del Tufo
Mr. Vincent Moscaritola
Mr. Sal Olivo
Mr. Kenneth J. Reilly
Dr. Gerard M. Parisi
Mr. James Viola
Ms. Patricia Williams

Also Present: Mr. Joseph Zarra, Superintendent of Schools
Mrs. Mariana Francioso, Assistant Superintendent of Schools
Mr. Robert A. Green, Jr., Business Administrator/Board Secretary
Mr. Michael DeVita, Assistant to the Business Administrator
Mr. Aaron DaSilva, Student Representative

APPROVAL OF MINUTES

**APPROVE
MINUTES**

BE IT RESOLVED that the Board of Education approves the following minutes:

September 11, 2006 Conference/Special Meeting
September 11, 2006 – Closed Executive Session
August 28, 2006 - Conference Meeting
August 28, 2006 – Closed Executive Session
August 28, 2006 – Regular Meeting

Trustee Parisi moved, Trustee Del Tufo seconded, and the Board unanimously approved by voice vote a motion to approve the minutes as listed.

CORRESPONDENCE

CORRESPONDENCE

Board Secretary Green read, and the trustees acknowledged, the following items of correspondence:

A thank-you note from Michele Ashley and family for the Board's expression of sympathy on the passing of her father.

SUPERINTENDENT'S REPORT

SUPT'S REPORT A

Superintendent Zarra presented the Superintendent's Report dated September 25, 2006, Schedule A, which is appended to the minutes of this meeting, and briefly summarized its contents.

BOARD SECRETARY'S REPORT

**BOARD
SECRETARY'S
REPORT**

Board Secretary Green thanked his office and custodial staff for their support during his transition to the Nutley School District.

COMMITTEE REPORTS

**COMMITTEE
REPORTS**

- Trustee Del Tufo - Referendum
 - Facilities Committee
- Aaron Da Silva - Student Representative
- Trustee Reilly - Policy Committee
- Trustee Casale - Finance Committee
- Trustee Alamo - Academic Committee

HEARING OF CITIZENS (Resolutions Only)

**HEARING OF
CITIZENS**

Resident Terry Quirk, Representative for the Nutley Parent Advocacy Network, questioned the payment of \$200 to teachers for payment for involuntary transfers.

SUPERINTENDENT'S RESOLUTIONS

**SUPT'S
RESOLUTIONS**

Trustee Viola moved, Trustee Del Tufo seconded, a motion that the Board approves the Superintendent's Resolutions numbers 1 through 15 as listed below.

Resolutions 1 through 15 were unanimously approved by roll call vote with the following exception:

1. Trustee Moscaritola abstained on Resolution 14- Longevity Pay, pursuant to law.

**RESIGN
PERSONNEL**

1. **RESIGNATIONS – Personnel**

BE IT RESOLVED that the Board of Education approves the acceptance of the resignation of the following personnel:

Christopher Conca	-Custodian	-Eff. 8/31/06
Michele Ferdinando	-Clerk Typist (p/t .5)	-Eff. 8/22/06
Noelle Orsini	-Teacher	-Eff. 9/6/06
Jacquelyn Searle	-Part-time Aide	-Eff. 8/23/06
Lilly Washington	-Instructional Aide	-Eff. 9/29/06

**RESCIND
APPOINTMENT**

2. **RESCIND APPOINTMENT – Professional Staff**

BE IT RESOLVED that the Board of Education approves rescinding the appointment of Mrs. Christina Sellari as Basic Skills teacher for the 2006-07 school year, approved at the August 28, 2006 Board Meeting.

**AMEND
RESOLUTION**

3. **AMENDING RESOLUTION – Change in Training Level**

BE IT RESOLVED that the Board of Education approves the amending of the resolution Change in Training Level Schedule F, approved at the August 28, 2006 Board Meeting for Patricia Trainor, to reflect a change in training level and salary to M.A.+30 Step 23, \$44,797 (p/t .5), plus \$700 longevity.

**AMEND
RESOLUTION**

4. AMENDING RESOLUTION – Reappointments – Part-time School Aides

BE IT RESOLVED that the Reappointments- Part-time School Aides Schedule E, adopted at the August 28, 2006 Board Meeting, be amended to reflect the following change:

	<u>Step</u>	<u>Hourly Rate</u>
Ronald Moore	2	\$14.01

**LEAVE OF
ABSENCE**

5. LEAVE OF ABSENCE – Part-time Aide

BE IT RESOLVED that the Board of Education approves a medical leave of absence without pay for Mrs. Nancy Cascarano from September 1, 2006 through December 31, 2006.

**APPOINT
PROF. STAFF**

6. APPOINTMENTS – Professional Staff

BE IT RESOLVED that the Board of Education approves the appointment of the personnel listed below for the 2006-07 school year, in accordance with the 2006-07 Teachers' Salary guide:

<u>Name</u>	<u>Degree</u>	<u>Step</u>	<u>Salary</u>
Theresa Lappostato	B.A.	7	\$42,450 – Eff. 9/26/06
Peggy Pappas	M.A.	11	53,000 – Eff. 10/2/06

**APPOINT
INST. AIDE**

7. APPOINTMENT – Instructional Aide

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Lisa Landy as Instructional Aide for the 2006-07 school year, effective October 2, 2006 at the annual salary of \$17,000 Step 7, in accordance with the 2006-07 Secretarial Salary Guide.

**APPOINT
PART-TIME AIDE**

8. APPOINTMENTS – Part-time Aide

BE IT RESOLVED that the Board of Education approves the appointment of the part-time aides listed below for the 2006-07 school year, effective September 26, 2006 at the salaries indicated in accordance with the hourly rate established by the Board of Education.

<u>Name</u>	<u>Step</u>	<u>Hourly Rate</u>
Bonnie D'onofrio	1	\$13.23
Barbara McGarty	1	13.23
Wilda Robles	1	13.23

**APPOINT
EXTENDED DAY**

9. APPOINTMENT – BOE Extended Day Program

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Jean Boyle as a part-time substitute Child Care Aide for the 2006/2007 school year at the hourly rate of \$12.75.

**APPOINT
TEACHER SUBS B**

10. APPOINTMENTS – Teacher Substitutes

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B for the 2006-07 school year.

**APPOINT
SUBS**

11. APPOINTMENTS – Substitutes

BE IT RESOLVED that the Board of Education approves the following substitutes for the 2006-07 school year:

Substitute Bus Driver

Walter Kyzima Jr.

Bus Aide

Lucy Schettino

**APPOINT
CUSTODIAN**

12. APPOINTMENT – Custodian

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Rosa Fiala as a custodian for the 2006-07 school year, effective September 26, 2006 at the annual salary of \$28,600 Step 3, in accordance with the 2006-07 Custodial Salary Guide. (Hired on a ninety (90) day probationary period).

**EXTRA
COMP**

13. EXTRA COMPENSATION

BE IT RESOLVED that the Board of Education approves the following personnel be paid extra compensation in the amounts indicated for services rendered:

**PAYMENT FOR SUMMER HOURS-NHS Administrative
Assistant – July and August, 2006**

Michael Fetherman \$4,554.90

PAYMENT FOR SUMMER HOURS – New Hiring

Ciro Violante \$927.72

**PAYMENT FOR SUMMER HOURS – CST/Speech
July and August, 2006**

Sharon Romaglia \$953.50
Donna Zarra 385.50

**PAYMENT FOR SUMMER HOURS – Preparation for the
Fall C.A.T. Program**

Tracy Egan \$1,869.16

PAYMENT FOR SUMMER HOURS – Librarians

Susan Bresnan \$1,487.50
Erin Barrett 469.50
Jainine Gambaro 854.00
Janine Peters 439.50
Louise Walk 595.00

**PAYMENT FOR SUMMER HOURS – Secretary -
Athletic Department – July and August, 2006**

Linda Jernick \$1,150.00

PAYMENT FOR SUMMER BAND CAMP

Carol Bender \$ 375.00
Jeffrey Brown 1,342.50
Aurilla Card 1,342.50
John Maiello 1,342.50
Stephanie Tirri 1,342.50

**PAYMENT FOR SUMMER HOURS – Computer Services
Staff – Preparation for the 2006-07 school year at FMS
and H.S.**

Nancy Kehayes \$4,157.28
Michael Kearney 9,920.75
Ann Mary Mullane 1,925.00
Christina Osieja 2,009.90
Gina Marie Russell 382.50
John Schwarz 6,807.32

PAYMENT FOR SUMMER HOURS – Guidance

Donna Cocco	\$ 945.00
Kathryn Comune	1,408.41
James Cummings	938.94
Jill Divilio	1,042.50
James Mauro	1,408.41
Mary Frances Simmons	1,387.41
Susan Scerbo	1,408.41
Joyce Wood	909.94

**PAYMENT FOR FILMING BOE MEETINGS –
August 14 and 21, 2006**

Denis Atlic	\$22.50
Kenneth Delgado	52.50
Michele Wlosek	22.50

**PAYMENT FOR INVOLUNTARY TRANSFERS –
Relocation**

Robyn Burns	\$200.00
Danielle Cancelliere	200.00
Kelli Cerniglia	200.00
Dana DiGiacomo	200.00
Karen Klecak	200.00
Lisa Luberto	200.00
Jacqueline Maddi	200.00
Pamela Maggiano	200.00
Lisa Maniscalco	200.00
Heather McGovern	200.00
Lisa Palestina	200.00
Erika Pavlecka	200.00

**PAYMENT FOR CLEANOUT OF FRANKLIN SCHOOL
SCIENCE ROOMS**

Joseph Bertuzzi	\$484.96
Frank Francia	173.20
Frank Libert	415.68
Alison Yacullo	415.68

**LONGEVITY
PAY**

14. LONGEVITY PAY

BE IT RESOLVED that the Board of Education approves the following longevity payments:

Lawrence P. Koster	-\$1,700 (prorated)-Eff. Oct. 1, 2004 (12 yrs)
Linda Moscaritola	-\$1,400 (prorated)-Eff. Oct. 1, 2006 (15 yrs)
Susan Neri	-\$1,400 (prorated)-Eff. Oct. 1, 2006 (15 yrs)
Carol Perrone	-\$1,400 (prorated)-Eff. Oct. 1, 2006 (15 yrs)

**APPROVE
TECH COURSE**

15. APPROVAL OF TECHNOLOGY EDUCATION COURSE

BE IT RESOLVED that the Board of Education approves the adoption of the Technology Education Course for the Franklin Middle School, presented at the August 28, 2006 Board Meeting, for the 2007-08 school year.

BE IT FURTHER RESOLVED, that this course will replace the current 4-quarter course.

MEMORIAL

16. Memorial

Mrs. Elizabeth Chapin

Trustee Casale moved, and Trustee Viola seconded, the following resolution. Upon being put to a roll call vote the resolution was approved.

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mrs. Elizabeth Chapin on September 13, 2006, and

WHEREAS, Mrs. Chapin was employed in October, 1959 as a teacher in the Nutley Public Schools and had a distinguished educational career until her retirement in June, 1985, and

WHEREAS, Mrs. Chapin won the admiration and respect of her fellow teachers and the friendship of pupils who came under the influence of her understanding and capable teaching.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education of the Township of Nutley extends deepest sympathy to the members of her family, and

BE IT FURTHER RESOLVED, That this resolution be made a part of the minutes of this meeting and a copy sent to the members of her family.

***BUSINESS ADMINISTRATOR/
BOARD SECRETARY'S RESOLUTIONS***

**BA/BOARD
SECRETARY'S
RESOLUTIONS**

Trustee Reilly moved, and Trustee Parisi seconded, a motion that the Board approves the Business Administrator/Board Secretary's Resolutions numbers 1 through 7 with Resolution 4 – Use of School Buildings and Grounds removing number 19 as attached.

Upon being put to a roll call vote Resolutions 1 through 7 were approved by roll call vote with the following exception:

1. Trustee Moscaritola abstained on Resolution 7- Resolution Authorizing a Special Election of the Board of Education of the Township of Nutley in the County of Essex and Other Matters Related Thereto.

1. **SECRETARY & TREASURER'S REPORT**

SECY. & TREAS. REPORTS **A
B**

BE IT RESOLVED that the Board of Education approves the acknowledgement and acceptance of the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period of August 31, 2006.

2. **CERTIFICATION OF MAJOR ACCOUNT FUND STATUS**

**CERTIFICATION
MAJOR ACCOUNT
FUND STATUS**

BE IT RESOLVED that pursuant to NJAC 6A:23-2.11(c) 4, the Nutley Board of Education certifies that as of August 31, 2006, after review of the Secretary's monthly financial report (Appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of NJAC 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Major funds are General Fund, Capital Projects and Debt Service.)

3. **BILLS AND MANDATORY PAYMENTS**

**BILLS &
MANDATORY
PAYMENTS** **C**

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated September 26, 2006 in the total amount of \$3,886,646.97 (Appendix C).

4. **REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS**

**USE OF BUILDINGS
AND GROUNDS** **D**

BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds (Appendix D), that conform to the rules and regulations set by the Board of Education.

5. **TRANSFER SCHEDULE**

**TRANSFER
SCHEDULE** **E**

BE IT RESOLVED that the Board of Education approves, in compliance with NJAC 6A:23-2.11(c)3ii, and NJSA 18A:22-8-1, the transfers in the 2006-07 budget dated August 31, 2006 in the amount of \$22,467.89 as appended (Appendix E).

**APPROVE
I.D.E.A.**

**6. APPROVAL OF SUBMISSION OF APPLICATION I.D.E.A.
PART B-Basic and I.D.E.A. B-Preschool – FY 2007**

BE IT RESOLVED that the Board of Education approves the submission of application for I.D.E.A. for FY 2007 as follows:

I.D.E.A. B-Basic	\$808,063
I.D.E.A. B-Preschool	\$ 41,201

**RESOLUTION
SPECIAL ELECTION**

**7. RESOLUTION AUTHORIZING A SPECIAL ELECTION OF
THE BOARD OF EDUCATION OF THE TOWNSHIP OF
NUTLEY IN THE COUNTY OF ESSEX AND OTHER
MATTERS RELATED THERETO**

Whereas, the Board of Education of the Township of Nutley in the County of Essex, New Jersey (the "Board" when referring to the governing body, and the "School District" when referring to the territorial boundaries and the legal entity governed by the Board) is authorized to undertake renovations, improvements, and construction of new facilities as well as purchase the associated equipment and furniture necessary to provide a thorough and efficient education to the students of the School District; and

Whereas, the Board has conducted a thorough study of its facilities and equipment and has compared this information with student enrollment projections and other demographic information as it relates to the School District; and

Whereas, the Board now wishes to establish a special election date to request that the voters of the School District authorize the issuance of bonds to finance certain capital improvement projects; and

Whereas, as a result of such study, the Board wants to authorize the preparation and submission of a school facilities project to the New Jersey Department of Education, Office of School Facilities, for the approval of several capital projects;

Now Therefore Be It Resolved by The Board of Education of the Township of Nutley in the County of Essex, New Jersey as follows:

Section 1. That a special election be conducted on December 12, 2006, for the purpose of authorizing the issuance of school bonds to finance various capital improvements.

Section 2. That the Board Secretary is authorized to notify the Essex County Clerk, the Essex County Board of Elections, and the Clerk of the Township of Nutley (the "Township") about such special election so that the following publications can be made:

(i) That the Clerk of the Township of Nutley is required to advertise a civilian and military absentee notice in a newspaper that circulates in the County of Essex at least 51 days in advance of the special election, and that the publication of such advertisement in such newspaper will conform with the requirements of *N.J.S.A. 19:57-7*; and

(ii) That the Essex County Board of Elections is required to publish the required election notices in accordance with the requirements of *N.J.S.A. 19:12-7(a)* and (b).

Section 3. That the Board hereby authorizes the Superintendent of Schools, School Business Administrator/Board Secretary, Architect, and Bond Counsel to submit a school facilities project application to the Department, pursuant to the requirements of *N.J.A.C. 6A:26-3.1 et seq.*, in order to determine the preliminary and final eligible costs under the *Educational Facilities Construction and Financing Act* so that the Board can conduct a bond referendum on December 12, 2006, to finance various capital improvements.

Section 4. That the Board hereby approves, if necessary, the conceptual schematic drawings of the various capital improvements to be undertaken at the various schools by the referendum and hereby authorizes the submission of such schematic drawings to the Planning Board of the Township of Nutley for its review and comment, pursuant to *N.J.S.A. 40:55D*.

Section 5. That the School Business Administrator/Board Secretary provide a certified copy of this resolution to the Essex County Clerk, the Essex County Board of Elections, the Clerk of the Township of Nutley, and the Essex County Manager for the New Jersey Department of Education, Office of School Facilities, as soon as practical after the adoption of this resolution.

This resolution shall take effect immediately.

**APPROVE PARTIAL PAY
CHANREE CONSTRUCTION CO.**

**8. APPROVAL OF PARTIAL PAYMENT TO CHANREE
CONSTRUCTION CO.**

Trustee Del Tufo moved, and Trustee Parisi seconded, the following resolution. Upon being put to a roll call vote the resolution was approved.

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$1,558,984.00 to Chanree Construction Co. for the Franklin Middle School Additions and Alterations Project as per the recommendation of the Board's architect and construction manager.

**APPROVE PARTIAL PAY
BILL LEARY**

**9. APPROVAL OF PARTIAL PAYMENT TO BILL LEARY
AIR CONDITIONING & HEATING**

Trustee Alamo moved, and Trustee Williams seconded, the following resolution. Upon being put to a roll call vote the resolution was approved.

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$779,412.56.00 to Bill Leary Air Conditioning & Heating for the Franklin Middle School Additions and Alterations Project as per the recommendation of the Board's architect and construction manager.

**APPROVE PARTIAL PAY
TRU-VAL ELECTRIC CORP.**

**10. APPROVAL OF PARTIAL PAYMENT TO TRU-VAL
ELECTRIC CORP.**

Trustee Williams moved, and Trustee Moscaritola seconded, the following resolution. Upon being put to a roll call vote the resolution was approved.

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$509,515.39 to Tru-Val Electric Corp. for the Franklin Middle School Additions and Alterations Project as per the recommendation of the Board's architect and construction manager.

**APPROVE
CHANGE ORDER
FMS F**

**11. APPROVAL OF CHANGE ORDER FOR ADDITIONS AND
ALTERATIONS TO FRANKLIN MIDDLE SCHOOL**

Trustee Moscaritola moved, and Trustee Del Tufo seconded, the following resolution. Upon being put to a roll call vote the resolution was approved.

BE IT RESOLVED that the Board of Education approves the recommendations from DCM Architecture, Inc., our Architect, and Tri-Tech Engineering, our Construction Manager, for Change Order #1 dated June 26, 2006 in the amount of \$3,054.17 (Appendix F) for Additions and Alterations to Franklin Middle School. The cost of this amount will be offset by a credit from Chanree Construction Co., Inc.

**APPROVE
ACCEPT DONATION**

12. APPROVAL OF ACCEPTANCE OF DONATION

BE IT RESOLVED that the Board of Education approves the acceptance of a donation from the Nutley Education Foundation in the amount of \$2,400 for security cameras.

**AUTHORIZE
REFERENDUM AMOUNT**

**13. RESOLUTION AUTHORIZING THE AMOUNT OF THE
DECEMBER 12, 2006 REFERENDUM**

Trustee Casale moved, and Trustee Viola seconded, the following resolution. Upon being put to a roll call vote the resolution was approved with Trustee Moscaritola abstaining.

BE IT RESOLVED that the Board of Education approves the amount of \$38,500,000.00 for the December 12, 2006 Referendum.

**ACCEPT STATE FUNDING
FMS – DISTRICT OFFICE
RELOCATION**

**14. ACCEPTANCE OF PRELIMINARY ELIGIBLE COSTS
AND ELECTION TO RECEIVE STATE FUNDING AS A
GRANT - Franklin Middle School – District Office
Relocation**

Trustee Del Tufo moved, and Trustee Parisi seconded, the following resolution. Upon being put to a roll call vote the resolution was approved.

WHEREAS the Nutley Board of Education (“Board”) has submitted an application for a school facilities project pursuant to Section 5 of the Educational Facilities Construction and Financing Act, P.L. 2000, c.72 (“EFCFA” or “Act”) and the New Jersey Department of Education (“Department”) implementing regulations at N.J.A.C. 6A:26-1 et seq.

WHEREAS the district has received from the Department a letter approving said application and determining preliminary eligible costs (“PEC”) for relocating the district offices from the Radcliffe School into the basement of Franklin Middle School (the “Project”).

NOW, THEREFORE, BE IT RESOLVED, That the Board acknowledges the Department’s determination that the project does not include any spaces inconsistent with the facilities efficiency standards or the applicable programmatic model in the district’s approved Long Range Facilities Plan.

BE IT FURTHER RESOLVED, That the district elects to construct the project itself.

BE IT FURTHER RESOLVED, That the district elects to receive its State funding support in the amount of \$139,669.00 in the form of a grant under Section 15 of the Act.

BE IT FURTHER RESOLVED, That the Board hereby accepts the PEC determined by the Department as final eligible costs and will not appeal this determination.

BE IT FURTHER RESOLVED, That the Superintendent is authorized to notify the Department of these elections.

HEARING OF CITIZENS

HEARING OF CITIZENS

Resident Donna Ferraro inquired on the privatization of the food service operation and was concerned about the safety of the students. She also asked about the legal fees of a recent lawsuit against the Board and Administration.

Resident Carr asked about the detail of the gym roof at the Franklin Middle School and also the job description of the project manager. He spoke positively about the upcoming referendum and facilities management internally.

FMS Teacher Tracy Egan spoke on behalf of the Franklin Middle School teachers on the operation of the elevator and the science rooms not being completed yet.

Resident and FMS Teacher Mike Stoffers inquired about personal items that were lost from flooding due to the construction project. He also mentioned that there have been flat tires due to construction debris and his concerns regarding building security during construction.

Resident Rob Erdmen asked about the status of the Channel One contract.

High School Principal Mr. Catrambone provided a brief explanation on the issue.

Resident Terry Quirk, representative for the Nutley Parent Advocacy Network, stated her opposition to the implementation of Channel One.

Resident Rob Erdmen again asked how the Board is reacting to other opposition to Channel One by various educational associations.

OLD BUSINESS

OLD BUSINESS

Trustee Reilly spoke in support of the Franklin Middle School teachers voicing their opinion on the construction that is taking place at the school.

NEW BUSINESS

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:29 PM on a motion by Trustee Casale, seconded by Trustee Moscaritola, and unanimously approved by voice vote.

ADJOURN

Respectfully submitted,

Robert A. Green, Jr.
Board Secretary