

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION**

SPECIAL BOARD MEETING TO DISCUSS THE 2012-2013 BUDGET AND RELATED FISCAL ISSUES

April 10, 2012

Middle Smithfield Elementary School – Gymnasium

Simultaneous Broadcast – Carl T. Secor Administration Center – Board Room

6:30 p.m.

Minutes

- I. President, William Searfoss called the meeting to order at 6:42 p.m. and led those present in the Pledge of Allegiance. Secretary, Patricia Rosado called the roll.

Members present were: Ronald Bradley, Eileen Featherman, Robert Gress, Marjorie James, Michael Meachem and William Searfoss. Robert Cooke, Douglas Freeman and Roy Horton were absent.

- II. **School personnel present at Middle Smithfield Elementary:** Pat Bader, David A. Baker, Maria Bartolotta, Sharon Barton, Rick Carty, Maria Casciotta, Ann Catrillo, Mike Catrillo, Marie Christiansen, Mary Conklin, Casandra Dietz, Irene Duggins, Larry Dymond, Carol Geiges, Heather Gress, Lynda Hopkins, Paul Kernan, Gail Kulick, Sharon Laverdure, Philip Lazowski, Jacilyn Leonard, Kristin Lord, Frederick Mill, Joe Minnichbach, Lisa Minnichbach, Mary Ann Moore, Scott Moskovitz, Kathleen Parrish, J. R. Renna, Carolina Rodriguez, Maria Rogers, Patricia Rosado, Vicki Sayer, Jim Shearouse, Kim Stevens, Oliver Trojak, Thomas J. Williams, Linda Wisneiski, Lisa Zabriskie, Ann Zannella and Jan Zelinski. Also present was: Thomas Dirvonas, Solicitor.

School personnel present at the Administration Center Board Room: Brian Borosh, Sue Czahor, Robert Dilliplane, Jill Greenwood, Kathy Kroll, Annelle Prefontaine, Paul H. Schmid and Jennifer Spece.

- III. **Community members present at Middle Smithfield Elementary:** Tom Barton, Sharon Maly Cramer, Anne Marie Pohlman, Robert Pohlman, Mike Silvoy, Karen Strobel, Wayne Strobel, Gary Summers, Judy Summers, Cindy Hema Tagliaferri, Beverly White and Ray White.

IV. **APPROVAL OF AGENDA**

ACTION BY THE BOARD:

Motion was made by Marjorie James to approve this agenda for April 10, 2012 (page 1) as submitted. Motion was seconded by Eileen Featherman and carried unanimously, 6-0.

- V. **ANNOUNCEMENT OF EXECUTIVE SESSION** -- An executive session was held this evening at 6:00 p.m. before this meeting for the purpose of discussing personnel, litigation and negotiations.

VI. **SUSPENSION OF RULES**

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to suspend the rules of the day to permit discussion of budgetary items to be presented by the administration or members of the Board and the public concerning review of the 2012-2013 budget and related fiscal issues without the necessity of a motion and second being previously made. Motion was seconded by Marjorie James and carried unanimously, 6-0.

VII. PRESENTATION OF INFORMATION BY THE ADMINISTRATION

A. Mrs. Patricia Bader spoke about the 2012/2013 Act 1 “Final” Budget Timeline as part of her handout presentation. The dates were as follows:

April 16th – Regular School Board Meeting

April 30th – Possible date for a Special Budget Meeting

Proposed final budget has to be approved 30 days prior to the final budget.

If adopted at a Special Budget Meeting on May 14th, the final can be adopted at the Regular Board meeting on June 18th.

Or if adopted at the Regular School Board meeting on May 21st, then the final budget be adopted at a Special Budget meeting on June 25th. This will let the district know what the Governor is proposing.

June 4th recommended date to vote on school closing at 6:30 p.m. in the Administration Center Board Room.

Mrs. Laverdure stated that June 4th will conflict with the Monroe Career & Technical Institute’s (MCTI) JOC meeting but this will not be an issue because they can choose to attend the Board meeting instead of the MCTI meeting due to district needs.

Mr. Searfoss said, ultimately, he would like to pass the proposed budget on May 21st but does not know if this is realistic. After this meeting or Monday’s regular meeting, they can decide what meetings they will need.

Mrs. Bader said that Act 1 requires a proposed final budget be passed by Thursday May 31st but that would mean they have to meet on June 30 (Saturday) to pass the final budget.

She brought to the Board the items for consideration as follows:

	<i>2012-13 Final Budget Discussion Items for Consideration</i>		<i>Total Savings</i>	<i>Yes/No</i>	<i>Budget Package Proposal</i>
	<i>Salary and Benefit Items:</i>				
1.	Negotiate Professional Staff salary freeze — one year	^	\$ 1,300,000	Y / N	
2.	Negotiate one year tuition reimbursement suspension —all staff	^	\$ 437,000	Y / N	
3.	Reduction in staff due to retirements	^	\$ 1,000,000	See below	
3.a.1.	Retirement (firm) — Professional 11 positions			Yes	\$1,219,000
3.a.2.	Retirement (firm) —Support			Yes	\$0
3.b.1.	Position elimination due to enrollment decline —Professional- 9 positions (3 vacancies + 6 LTS)			Yes	\$609,000
3.b.2.	Position elimination due to enrollment decline —Support(all vacancies) 6 bus drivers, 1 ITEC, 1 Maintenance and 1 student monitor			Yes	\$361,000
3.c.	Elimination of 14 Instructional Aids due to enrollment decline —10 LTS and 4 permanent			Yes	\$484,000

3.d.	Elimination of Non-tenured professional staff due to enrollment declines — 3 positions			Yes	\$205,000
3.e.	Retirement — Intent Only - Professional - 3 positions			No- \$337,000	
4.	Negotiate Support Staff salary freeze — one year	^	\$ 517,000	Y / N	
5.	Reduce the EBTEP health insurance contribution	^	\$ 0	No	\$0
6.	Reduce the Workers Comp premium	^	\$ 100,000	Yes	\$100,000
	Subtotal	^	\$3,354,000		\$2,978,000
	Education and Operating Items:				
7.	Elimination of Behind the Wheel Drivers Education Salary	*	\$ 203,600	No	\$0
	Supplies	*	\$ 7,400		
7.a.	Charge Behind the Wheel students \$150. Use 350 students to estimate revenue which covers 25% of total cost.	R		Yes	\$52,500
8.	Elimination of Intermediate Level Athletics Salary Supplies	* *	\$ 83,500 \$ 164,500	No	\$0
8.a.	Charge \$100 Activity Fee per student per year—Grade7—Grade 12 only— (1,300 student at \$100 per year)	R		Yes	\$130,000
9.	Continue with current edition of Grade 6-10 Science textbooks and Grade 6-10 Math textbooks	*	\$ 478,000	Yes	\$478,000
10.	Elimination of all Activity Bus runs	*	\$ 379,000	No	\$0
11.	Reduction in Activity Bus runs — remove 4:30 PM run		\$ 267,000	Yes — North only	\$84,100
12.	Reduction in Activity Bus runs— remove 5:30 PM run		\$ 112,000	Yes — South only	\$39,700
13.	Negotiate the elimination of In-District Mileage	*	\$ 98,000	No	\$0
14.	Return to ½ Day Kindergarten (Additional transportation costs must be developed)	*	\$ 1,065,000	Yes	\$1,065,000

15.	Elimination of Freshman coaching— football and basketball (boys and girls)	*	\$ 38,000	No	\$0
16.	Reduce utilities budget due to energy Savings	*	\$ 300,000	Y / N	\$300,000
17.	Close Smithfield Elementary Building Staff Reduction- 10 professional + 13.5 support Operating expenses	1 1	\$,1,572,500 \$ 50,600	Y/N	
18.	Close JM Hill Elementary Building Staff Reduction- 6 professional + 13.5 support Operating expenses	2 2	\$1,012,000 \$ 50,000	Y / N	
19.	Removal of Teacher on Special Assignment / Dean of Students ESE, HS-S a and/or HS-N: At ESE	*	\$ 109,200	Y / N	\$109,200
	At HS-S	*	\$ 112,400	Y/N	\$112,400
	At HS-N	*	\$ 128,200	Y/N	\$128,200
20.	Elimination of Teaming Concept at Intermediate Level		To be determined	No	\$0
21.	Elimination of Block Scheduling at High School Level		To be determined	No	\$0
22.	Reduction in Graduation Credits – - Reduce Social Studies to 3 from 4 credits - Reduction of 5 teachers	*	\$ 380,000	Y / N	
23.	Reduction in Graduation Credits – - Reduce Electives to 5.6 from 6.6 credits - Reduction of 4.5 teachers	*	\$ 330,000	Y / N	
24.	Elimination of Computer Science teachers at Intermediate Level - Reduction of 2 teachers	*	\$ 136,000	No	\$0
25.	Offering clubs and intramurals on a semester basis	*	113,000	No	\$0
25.a.	Offer ½ the amount of clubs by level by district			Y / N	
26.	All ESASD students attending MCTI will be located in HS—South		To be determined	Not necessary	\$0
27.	Postpone ITEC replacement plan	*	\$ 200,000	Yes	\$200,000
28.	Elimination of Capital Reserve Transfer	*	\$1,000,000	Yes	\$1,000,000

29.	Consolidation of bus runs for Grades 6-12— - Reduction of 6-72 passenger buses - Reduction of 6 bus drivers	* *	\$ 504,600 \$ 207,600	Yes 3.b.2.	\$504,600
30.	Reduction in Budgetary Reserve to \$300,000	*	\$ 450,000	Yes	\$450,000
	<i>Subtotal without building closures</i>	*	\$ 6,488,000		\$4,653,700
	<i>Subtotal with the Closure of Smithfield</i>	1	\$ 8,111,100		
	<i>Subtotal with the Closure of JM Hill</i>	2	\$7,550,000		
	Grand Total with closure of Smithfield	1	\$11,465,100		
	Grand Total with closure of JM Hill	2	\$ 10,904,000		
	Grand Total without Building Closures				\$7,631,700

R = revenue item

VIII. BOARD COMMENTS

Questions:

#3.b.2.

Mr. Meachem asked for the responsibilities of a student monitor. Mrs. Laverdure said they are the sign-in/greeters for the buildings.

#7

Mr. Meachem asked if we charge for behind the wheel, what would stop us from losing all of those students to outside organization who will do it for less money. Mr. Searfoss said this is a valuable program not to eliminate but to offset its cost.

#9

Mr. Meachem asked when was the last time science and math textbooks were replaced. Mrs. Duggins said they are replaced on a six-year cycle but the cycle has been extended due to budget issues. Math has been replaced recently due to needs with Common Core and Science is up for adoption. Mr. Meachem asked with Common Core, aren't there some significant changes that would have to be made. Mrs. Duggins said they will not get totally new material for math but supplemental materials will be needed. Mr. Meachem asked if books will be accessible online. Mrs. Duggins said they are but they still need books for those who do not have access online.

#11 & 12

Mr. Meachem commented that removing a bus run will leave the students with no means to get home and/or have them participate less in activities and athletics. It may also put a heavier burden on the 5:30 p.m. bus run. He also feels eliminating the 5:30 p.m. bus runs at the South campus will cause problems, too.

Mr. Gress asked if we obtained the list of students who ride the activity buses. Mrs. Laverdure said that they don't have a firm number but numbers are less on these bus runs. Mr. Gress asked can they charge for these buses since they are needed. He suggested looking into this but we need to know the amount of students using them. Mr. Meachem said the district will be raising taxes, charging for activities/sports, charging for driver's education and now transportation. Mr. Searfoss said that he would rather see a child waiting an extra hour for an activity bus than walking home. Eliminating one bus is better than eliminating both runs. It is better to cut down than cut it out completely.

#13

Mr. Meachem said that mileage is not a negotiable issue. If the workers use their cars, they should be reimbursed but they should be scheduled to work in the building for that day and this wouldn't be an issue.

Mr. Bradley suggested discussing mileage again on the next agenda with research to back it up.

Mr. Searfoss said that he would like to see administration review schedules for employees to report to the building that they will be working in and not travel in order to save on mileage.

Mr. Gress said staff are entitled to mileage if they use their cars for meetings. There are some that don't make sense and these need to be looked at.

Mr. Meachem said that those attending the broadcasted meeting have saved on mileage and other meetings can be conducted this way.

Mrs. Laverdure stated that many employees don't put in for mileage.

Mr. Bradley said Board members attend meetings and mileage expense comes out of their pockets and they are not being compensated. He feels that employees are being fully compensated through their salaries and meetings are part of their job description.

#14

Mr. Meachem said if you eliminate full day kindergarten it will have a long ranging impact in the upper grades.

Mr. Searfoss said he feels this topic needed more discussion from the Board or have some faculty members show hard numbers.

Mrs. Featherman said, over the years, she has witnessed improvement in a kindergarten child that is there all day. Most of them come out reading. It is an excellent program and she would hate to see it cut in half again.

Mrs. James said this would be going backwards. We have made progress and it took them a long time to get full day kindergarten. She believes it would be a mistake.

Mr. Gress said he agrees because all of the kids benefit from this educational program. We fought for years to get this. It's working and the community expects it. This should not be cut.

Mrs. James asked how do the kindergarten teachers feel about this and asked Ms. Leonard to speak. Ms. Leonard, Kindergarten Chairperson, said that the Board will be receiving kindergarten documentation, i.e. studies, letters, etc. Her thought is that full day kindergarten helps ESL, At-Risk students and gifted students. There is more time to meet in groups and allows students with special needs not miss so much time from the classroom. Test scores have improved. Social, emotional growth and interaction are included in the curriculum. The program is top notch and they were State recognized as a full day kindergarten. She would hate to see a step backwards because they have made great accolades. She thanked the Board for their support.

#16

Mr. Meachem commented on motion sensors and light bulbs and asked if we have exhausted these items. Mrs. Laverdure stated, not the motion sensors. Mr. Shearouse stated that, for two years, they have changed 50% of the light bulbs and the savings can potentially grow.

#19

Mr. Meachem said removing teachers on special assignment is not going to decrease discipline issues. We are going to ask our senior administrators to do more with less. How are they going to deal with disciplinary issues. Mrs. Featherman asked if these positions should be held by individuals that have their certification. Mr. Meachem said the dollar amount in this line item does not equal the amount of putting them back into the classroom. Mrs. Bader said benefits are part of this amount. Mrs. Laverdure said both dean of students are certified administrators and are 10 month employees. Mrs. Featherman asked if the elementary level person would be replaced by an administrator. Mrs. Laverdure said they are not because the elementary needs are different than the high school level.

#22 & 23

Mr. Meachem asked if the district is looking to do graduation credits through Virtual Academy. He thought there was discussion to pull more students into the district's Virtual Academy. Mrs. Laverdure they are speaking more about the brick and mortar schools. Mrs. James asked if there are higher institutions that require a certain amount of credits. Mrs. Laverdure said no, just a high school degree but the caliber of courses counts, not the number of courses. Mr. Gress said some schools look at the variation of courses. We should cut back gradually and collectively look at how everything would be affected.

#26

Mr. Gress said all of our students should eat in their schools' cafeteria instead of at MCTI, which will bring additional revenue to our cafeteria and alleviate MCTI's problem of trying to feed all these students. Mrs. Laverdure said she received information from Dr. Rushton, MCTI Director, and will be forwarding it to the Board. She said she will be contacting the high schools to see if they can accommodate these students.

Mr. Bradley asked who determined that it was not necessary to bring all MCTI students to be located at High School South. Mrs. Laverdure said they spoke to the counselors, who spoke to the students to try to increase participation but it would not increase the amount of students. Mr. Bradley asked about the consolidation of courses. Mrs. Laverdure said it depends on subject areas. However, when looking at pros and cons, they spoke to teachers and students and it would not be in the best interest of students at this time.

#27

Mrs. James asked what is the item replacement plan. Mrs. Bader said this is when they swap out computers on a 4-year cycle. If we extend to five years at some locations, they can save \$200,000.

#29

Mr. Meachem said he is concerned with bullying on buses, when you have the mixing of older children and younger children. Mrs. Laverdure said that the district did this with the non-public schools and younger children were placed in the front and older children in the back. She would like to think they can do this with the public school children. Mrs. James said she is glad to hear this because she was concerned, too. Mr. Gress said there are cameras on the buses to alleviate issues and punishment can be imposed upon those that do not behave. Mr. Searfoss said this will help the middle-aged children act like ladies and gentlemen a lot quicker.

Mr. Searfoss thanked Mrs. Bader for the job that she did in trying to find all these cuts instead of trying to just cut staff.

Mrs. Featherman asked if we add the two million dollars that Fernwood owes us, would the deficit total be \$9,631,700. Mrs. Bader said Fernwood did not pay us this year which will come out of the fund balance in a budgetary loss. Mrs. Bader said Fernwood not paying, reduces our collection percentage and a ten million dollar deficit means we raise our taxes to index which is 2.3%, then we have to find ten million dollars. If we collect at 90% without Fernwood, the collection rate is 87%. Mrs. Featherman suggested that we make public that due to Fernwood not paying their taxes, we have to raise our taxes.

Mr. Bradley asked Mr. Dirvonas if he is looking into the reluctance of Fernwood paying their taxes. Mr. Dirvonas said that we have not heard from Fernwood as far as when and if they are going to pay. Mr. Bradley asked if we will start proceedings for them not paying their taxes. Mr. Dirvonas said it is not an option because we are already in the appeals process. We are waiting for a ruling from the judge on the existing litigation. If they don't pay their taxes, our remedy is to wait for this property to be listed for tax sale and to collect taxes plus penalties and interest at that time. We cannot force them to pay their taxes. Mr. Bradley asked who has the responsibility to pay those taxes. Mr. Dirvonas said the taxes that are due are on the real estate. At this point the real estate has been split. The new owners and old owners own a portion. In a typical real estate transaction those taxes are prorated at the time of closing but this was not done. The district has no control over this because it is contractual between the buyer and the seller. There are issues with regard to transfer taxes at the time of closing. The Department of Revenue in Harrisburg indicated that this has been looked into. Mr. Bradley said he is concerned if this will continue to be an ongoing problem. How will this impact the district and schools? Mr. Dirvonas said it will have a major impact.

Mr. Searfoss said he hopes all those who are complaining about the district raising taxes go to Fernwood to tell them to pay their taxes. Mr. Gress said there is a legal process that will take care of this and hopefully we will be paid with penalty.

Mrs. Featherman asked if we levy a 2.3% index, what kind of revenue will this raise. Mrs. Bader said this would generate 1.5 million dollars. On May 1st we will get a certified assessed value estimate and she can adjust our revenue based on those new values. There could be an additional gap that will open up in our budget deficit.

Mr. Meachem asked how are we handling the taxation on the new apartments at ESU. Mr. Dirvonas said they are tax exempt. Mr. Gress they are charging higher rates than the dorm rate and they should be giving us taxes for them. Mr. Dirvonas said he will sit down with Mr. Gress and Mr. Meachem to go over this further.

Mr. Gress suggested looking at the hospital's property for taxes.

Mr. Gress asked if we took care of budgeting for gas prices since it keeps increasing. Mrs. Bader said we have a bid in place for 2012-2013 and believes it is a fixed price.

Mrs. Bader spoke about enrollment history, employee headcount and increase in graduation credit requirements.

Mr. Meachem suggested that these charts be placed on the website for public view.

Mrs. Bader stated that she can conclude from this meeting that on Monday (4/16/12), at the Regular Board meeting, they will schedule a potential new budget date, when to approve the proposed final budget and that this package of budget items may be acceptable and can be put into the proposed final budget for consideration. She asked if there are items they would like her to eliminate from the budget package proposal.

Mr. Meachem said he would like the district to aggressively pursue revenues. Mrs. Bader said revenues for Fernwood are included in the budget. Mr. Meachem said East Stroudsburg University and the hospital revenues should be added. Mrs. Bader said she does not know if we can include it for budget consideration if we don't have a full understanding.

Mr. Searfoss said if we include the Fernwood taxes that they have not paid, we are at a deficit of 12 million dollars.

Mrs. James suggested item 14 (return to ½ day kindergarten) be removed from the list. Mr. Gress and Mr. Meachem agreed. Mr. Searfoss said this would take the savings down to \$6,566,700.

Mr. Gress said we also need to look into what we are paying the provider for health care costs.

Mr. Gress suggested cutting back on activities during the weekends or holidays to cut back on costs. Mrs. Laverdure said most athletic events that occur on Saturdays have a custodian on regular work duty.

Mr. Meachem said that students should not participate in an activity if school is closed.

Mrs. Laverdure said if we are going to have athletic teams and have students participate they will need time to train otherwise they may incur health issues.

Mr. Gress said if there are opportunities that we don't have to bring in someone extra, we should try to save money.

Mrs. Laverdure said she screens all overtime for the district.

IX. PUBLIC PARTICIPATON – LIMITED TO BUDGET AND RELATED FISCAL ITEMS

- A. Mr. Gary Summers said that Mr. Searfoss subtracted \$1,065,000 for ½ day kindergarten cost which made the total savings \$6,566,700 and we are looking for 10 million dollars. He said if we add the school closing savings, it brings us to about 9 million dollars, but we are still short. If we are trying to get to 10 million dollars and since there is a sentiment that we don't want to close the schools, we have a lot of work to do and hopes we get there.
- B. Mr. Wayne Strobel spoke about current staffing compared to student enrollment ten years ago and asked if the district is going to get rid of any tenured teachers. Mrs. Bader said not under the current plan but will plan to eliminate three non-tenured teachers. Mr. Strobel said this will still leave us with an extra of 52 personnel. Mrs. Laverdure said that full day kindergarten was implemented, they eliminated study hall and increased graduation credits which impacted the staff tremendously but does not know if that totals 52 people. Mr. Strobel suggested eliminating tenured teachers due to reduced enrollment. Mrs. Laverdure said that they have spoken to all principals to see where staff can be reduced. Mr. Strobel said our cost per student is much higher than the State's average. Mrs. Laverdure said this is due to being underfunded drastically by the State. Mr. Searfoss said that many programs have become mandatory and we need to check if these people are needed where in the past, they were not. Furloughing has not been ruled out but this should be last. Mrs. Featherman said that we had 9/11 where more security is needed and we also had the mandate of No Child Left Behind. Mr. Gress said that when full day kindergarten was approved, that was ten full time teachers that were needed. We have two high schools, two middle schools and six elementary schools in this district which contribute to the cost of education. We will

be cutting back on certain classes. We are making cuts and reducing staff and one way is by not replacing those that retire. Mr. Searfoss said the district is trying their best in looking for ways to cut back and takes exception to those that think we are not trying out best.

- C. Mr. Larry Dymond said that purchasing needs to be looked at, to see if they can offset some money for next year. He said groups should get together like they did in the past, to come up with savings and implement them. He also suggested looking into converting buildings to propane from oil, buses to natural gas and to look at ways to save on utilities.
- D. Ms. Cindy Tagliaferri said if enrollment declined, then this means we have more taxes since the banks still pay the taxes to the schools; therefore, we have more money to spend on lesser kids. She said getting less funding from the State might be due to the funding formula. She commented that when you pay to play it will cause disparity and equalities, since many will not be able to play. She said there is a lot of hidden wasteful unnecessary expenditures and there should be an audit. She said the children should get what is due to them and not charge the parents for buses, sports, driver's ed. etc. and then raise taxes, too.
- E. Mr. Bob Pohlman said the Board and administration have the same priorities as he does, education, sports and driver's education with regard to the budget items. He said one thing that has not been discussed is special education which is a very high priced item in the budget. He suggested looking at all areas to make sure we are getting "the bang for our buck". He also suggested pursuing the tax collection for the district.
- F. Mr. Ray White said Pocono Medical Center is a for-profit organization and we should be collecting their taxes. He commented that in-district mileage and cell phones are tax deductible. He suggested looking at the ITEC budget for more cuts. He also suggested looking at the teacher's contract again for cuts.

X. PREPARATION OF PROPOSED 2012-2013 BUDGET

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to direct the Business Manager and Administration to prepare the proposed 2012-2013 budget for consideration in May of 2012 utilizing the cuts and savings as set forth in the Budget Package Proposal as presented at this meeting except item 14 (Return to ½ Day Kindergarten). Motion was seconded by Ronald Bradley. A roll call vote was taken and passed 5-1. Ronald Bradley, Eileen Featherman, Robert Gress, Marjorie James and William Searfoss voted yes. Michael Meachem voted no.

XI. DETERMINATION OF THE NEED FOR AN ADDITIONAL SPECIAL MEETING

- A. Mr. Searfoss asked the Board members to look at their calendars to see if April 30th is a good date to have a Special Board budget meeting. He said they can decide on a date at the Regular School Board meeting on Monday (April, 16, 2012), when the other Board members are present.

XII. ANNOUNCEMENTS/INFORMATION

None

XIII. ADJOURNMENT 8:41 P.M.

Respectfully submitted,

Patricia L. Rosado,
Board Secretary