

RIVERSIDE TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
June 9, 2022

The Regular Meeting of the Riverside Township Board of Education was held on Thursday, June 9, 2022 at 7:02 p.m., in the Elementary Cafeteria.

Present were: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra, M. Adams, and R. O'Brien

Absent were: R. Wallace and B. Winerling

Mr. Greiner led the flag salute.

Mr. O'Brien announced that adequate notice of the meeting had been given to the public by notifying the Courier Post and the Burlington County Times and posting notice at the Riverside Town Hall on January 13, 2022.

**CORRESPONDENCE-None**

**GOOD NEWS**

Mrs. Milch stated at the Senior Awards Night on June 8, 2022, the following were honored: 2020—Alumnus of the Year—Dr. Michael P. Rosenthal, M.D. 2021—Alumnus of the Year—Health Care Providers and First Responders 2022—Alumnus of the Year—Ronald A. Gunkel, 41 seniors who received multiple awards. Spring All Stars: GIRLS' TRACK, 1<sup>st</sup> Team Freedom Division: Adaliscia Bella Smith, Junior Triple Jump, Samantha Shedaker, Senior Pole Vault. 2<sup>nd</sup> Team Freedom Division: Zha'Aisa Shelton, Senior Discus, Shot Put, Adaliscia Bella Smith, Junior Long Jump, Sydney Greenidge, Freshman 100-meter Hurdles, 200-meter Event, Utility Player. Bella was third in the long jump in the SJ Group I Meet; she is moving on to the State Meet on Friday. BOYS' TRACK: 1<sup>st</sup> Team Freedom Division: Isaiah Jackson, Sophomore High Jump, Ivan Ramos-Lopez Junior Utility Player. Isaiah was sixth in the 200 in the SJ Group I Meet; he is moving on to the State Meet on Saturday. Ivan was first in the pole vault in the SJ Group I Meet; in fact he is ranked #1 in all groups in the State Meet on Saturday. BASEBALL—completed their season in the Central Jersey Quarterfinals, 1<sup>st</sup> Team Freedom Division: Anthony Marris Senior, 2<sup>nd</sup> Team Freedom Division: Christopher Rottinger Senior, Caiden Carucci Senior, Dominic Marrone Junior. SOFTBALL: 1<sup>st</sup> Team Patriot Division: Skylar Warn Senior, 2<sup>nd</sup> Team Patriot Division, Julia Lapp Junior, Tiffany Tolomeo Senior, Megan Schmitt Senior.

Superintendent, Mr. Adams congratulated Mr. Pae and highlighted his best qualities as a principal. He also congratulated the students/staff who took part in the school play and congratulated student council and the track team who are competing this weekend. He also provided an overview of teams whose seasons has come to an end. Mr. Adams also stated all the new activities and clubs that will begin in the 2022-2023 school year.

**STUDENTS OF THE MONTH**

Mr. Shumway, Ms. Follis and Mr. Pae introduced the following students of the month:

Elementary- Gabriella Prince, 3rd grade; Dafny Arias Yunga, 4th grade; Jermai Stokes, 5th grade.

Middle School- Maleah Clavon, 6th grade, Emily Sazo, 7th grade; Brandon Diaz, 8th grade.

High School- Jessica Canedo, 9th grade; Brianna Mossop, 10th grade; Riley Grinnan, 11th grade; Joel Michelle Salas Pajuelo, 12th grade.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**From the Audience:** Ms. Rich of Delanco, provided a statement on student recognition and Mr. Adams responded to the statement.

### **APPROVAL OF MINUTES**

On the motion by Mr. Greiner, seconded by Mrs. Pinho, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the minutes of a Board Workshop Meeting and Regular Board Meeting held on May 13, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **APPROVAL OF FINANCIAL REPORTS**

On the motion by Mrs. Graf, seconded by Mr. Greiner, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the Board Secretary's Report (April 30, 2022), the Treasurer's Report (April 30, 2022), the Cafeteria Financial Report (April 30, 2022), the student Activity Financial Report (April 30, 2022), Athletic Council (April 30, 2022) and the Budget Status Report (April 30, 2022), as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **APPROVAL OF BILLS**

On the motion by Mrs. Pinho, seconded by Mr. Greiner, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves payment of June 2022 bills for the Board of Education and the Cafeteria as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **BUSINESS & FINANCIAL**

#### **Transfers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, **Whereas**, the State Department of Education permits transfers among the school district's budgetary line item accounts, **And Whereas**, it is the desire of the Riverside Township Board of Education to make such transfers, **Therefore, Be It Resolved**, by the Riverside Township Board of Education that the Board Secretary is hereby authorized to make the following budgetary account line item transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
11.000.218.610.0.03.00	11.000.213.320.0.00.00	\$3,500.00
11.000.240.590.0.03.00	11.000.240.590.0.02.00	600.00
11.000.240.580.0.01.00	11.000.240.590.0.02.00	100.00
11.000.240.580.0.02.00	11.000.240.590.0.02.00	300.00

11.000.230.610.0.00.00	11.000.230.590.0.00.00	100.00
11.000.213.320.0.00.00	11.000.213.330.0.00.00	112.50
11.000.230.610.0.07.00	11.000.230.590.0.00.00	50.00
11.000.213.580.0.00.00	11.000.213.330.0.00.00	15.00

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Fire Drill and Security Report**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the May Fire Drill Report, submitted by Marc Ballantyne, Fire Marshal, and the Security Drill Report, submitted by Robert O'Brien, School Safety Officer, as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **NJSIAA & BCSL Memberships**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the high school's enrollment in the NJSIAA with annual dues to be \$2,500 and the BCSL with annual dues to be \$700 and agrees to be governed by the Rules and Regulations of the NJSIAA and the BCSL on all approved scheduled contests for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Petty Cash**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby authorizes the Board Secretary to issue the following petty cash fund check on July 1, 2022:

Board Office	\$250.00
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VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **ESS Northeast**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the addendum with ESS Northeast to provide classroom substitute services for the 2022-2023 school year, as per the attached addendum.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Technology Support**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves WebsitesMadeEZ to provide technology technical support of the Riverside Township computer network, for the 2022-2023 school year, for an average of 2.5 hours per week at the rate of \$100 per hour.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Transportation Jointures**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves 2022-2023 county wide transportation agreements for Special Education summer and winter routes and Public, Non-Public and Vocational routes, as per attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **End of Year Closeout**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby authorizes the Business Administrator to make necessary transfers on June 30, 2022, to avoid negative balances and authorizes payment of a second set of bills on June 30, 2022, to be ratified at the July meeting.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Delanco Tuition**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves Tuition Contract Agreements with Delanco School District for the 2022-23 academic year at a per pupil cost for High School students of \$15,179 (plus Resource Room charges), and Multiply Disabled students of \$28,206.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Educational Data Services**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves Educational Data Services as the group purchasing agency for school supplies for the 2022-2023 school year at the rate of \$4,650.00.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Educational Consortium for Telecommunications**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves Educational Consortium for Telecommunications Savings to seek discounts and savings on eligible services through E-rate applications at a fee of 15 percent of the district's total savings on Category I applications and 7.5% on Category II applications for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Solicitor**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints Capehart Scatchard as Solicitor for the 2022-2023 school year, at the hourly rate of \$180.00.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Architect of Record**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints Garrison Architects as the architect of record for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **PACO/Purchasing Agent**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby reappoints **Robert O'Brien** as the designated Public Agency Compliance Officer and the Qualified Purchasing Agent for the district for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Board Secretary**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby reappoints **Robert O'Brien** as Board Secretary for the 2022-2023 school year. Further resolved that the Riverside Township Board of Education appoints **Janis Conard** as Alternate Board Secretary for the 2022-2023 school year.

VOTE-Aye: D. Graf, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Abstained: W. Greiner  
Nay: 0  
Carried

### **Custodian of Records**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **Robert O'Brien** as Custodian for Financial and Governmental records for the 2022-2023 school year, and **Michael W. Adams** as Custodian for Student and Personnel records for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Coordinator of Homeless**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **William Jackamonis** as Coordinator of Homeless Students for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **504 Compliance Officer**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **Patricia Swenson** as the 504 Compliance Officer as required by N.J.A.C. 6:4-1.3 for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Affirmative Action & Title IX Officer**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **Stacy Saia** as Affirmative Action & Title IX Officer for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Asbestos Management/IAQ/IPM Officer**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **Robert Karmade** as the designated person for the Asbestos Management Officer under the Asbestos Hazard Emergency Response Act (AHERA) rules; the Indoor Air Quality designee, as per N.J.A.C. 12:1000-13; and the Integrated Pest Management Coordinator for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Hazard Communication Program**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **Robert Karmade** as the Right-to-Know Officer for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **State Contract Vendor**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education approves the procurement of Goods and Services through State Agencies for items on State Contract for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Superintendent's Signature**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the signature of **Michael W. Adams**, for State and Federal Projects through July 31, 2023.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Designees to Authorize Line Item Changes**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves **Robert O'Brien**, Board Secretary/Business Administrator, as the designated individual to authorize line item changes between Board meetings for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **School Resource Officer Agreement**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the agreement between the Riverside Board of Education and the Riverside Township Police to provide the services of one police officer for the 2022-2023 school year to be assigned to the School District to be stationed at the High School and Middle School as "School Resource Officer" (SRO), as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Chemical Hygiene Officer**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints **Michael Napsky** as the Chemical Hygiene Officer for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Insurance Broker of Record**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby appoints Conner Strong & Buckelew as insurance broker of record for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Anticipated Contracts**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the attached lists of 2022-2023 anticipated contracts that the board intends to renew, award or permit to expire as per P.L. 2015, Chapter 47.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Travel and Related Expenses**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the attached resolution to establish the maximum travel expense for the district.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Inter local Service Agreement with Cinnaminson**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby enters into an Inter Local Service Agreement with Cinnaminson to provide transportation services for the 2022-2023 school year, as per the attached agreement.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried



**BCIP JIF Surplus Distribution**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby directs the BCIP JIF to distribute the Board's share of its Net Distribution as detailed in the attached resolution.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Brett DiNovi & Associates, LLC Renewal Agreement.**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the professional services agreement with Brett DiNovi & Associates, LLC to provide home instructions for onsite clinic and offsite instruction for the 2022-23 school year, as needed, per the attached agreement.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Pupil Records**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves that the school administration be authorized to compile data regarding individual pupils in pupil records:

1. Observations and ratings of individual pupils by professional staff members acting within their sphere of competency.
2. Information obtained from professionally acceptable standard instruments of measurement such as: interest inventories, achievement tests, standardized intelligence tests, etc.
3. Verified reports of seriously bad behavior or recurrent seriously bad behavior patterns of a serious nature.

Further Resolved that the Riverside Township Board of Education hereby approves the release of directory information about students to the public (directory information is name, address, and telephone number). No other record may be accumulated unless the Board has authorized the collection of such facts.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Curriculum/Textbooks & Materials/Policies & Programs**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby readopts all curriculum within the Riverside Township School District in accordance with N.J.A.C. 6:8-3.1, all of which is in alignment with the NJSLs and the State Common Core Standards; textbooks and materials used at each grade level and course, as required by code; and the existing School Policies and School Programs for the 2022-2023 school year.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Bayada Home Health Care, Inc.**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves Bayada Home Health Care, Inc. to provide Registered Nurse services for the 2022-23 school year, as needed, per the attached agreement.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Capital Reserve Transfer**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and WHEREAS, the Riverside Township Board of Education wishes to deposit anticipated current year surplus into the Capital Reserve account at year end in an amount not to exceed \$500,000. NOW THEREFORE BE IT RESOLVED by the Board of Education of the Township of Riverside that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Maintenance Reserve Transfer**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and WHEREAS, the Riverside Township Board of Education wishes to deposit anticipated current year surplus into the Maintenance Reserve account at year end in an amount not to exceed \$250,000. NOW THEREFORE BE IT RESOLVED by the Board of Education of the Township of Riverside that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

## **PERSONNEL**

### **Staff Development**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the staff development activities for the 2021-2022 school year, as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Resignation**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts the resignation, with regrets, from **Deanna Nay**, Playground/Cafeteria Aide, effective May 10, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Resignation**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts the resignation, with regrets, from **Nicole Hines**, Elementary Part Time Preschool Aide, effective June 17, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Resignation**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts the resignation, with regrets, from **Lindsey Eigenbrood**, effective June 17, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Resignation**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts the resignation, with regrets, from **Todd Pae**, effective July 31, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Resignation**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts, with regrets, for the purposes of retirement, the resignation from **Grace Bisch**, High School Administrative Secretary, effective August 31, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Resignation**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby accepts, with regrets, for the purposes of retirement, the resignation from **Wayne Scott**, Custodian, effective July 31, 2022.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Salary Adjustments**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the salary adjustments for the JROTC instructors for the 2021-2022 school year to reflect the MIP, as follows:

<b><u>Names</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
<b>Janet Gibbs</b>	\$74,184.90	\$75,091.44
<b>Joel Martin</b>	\$95,760.00	\$97,714.32

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **New Employees**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following staff members for the 2022-2023 school year, as recommended by the Superintendent.

1. **Madeline Salgado**, 11-Month Interpreter/Clerk, at the contract salary of \$43,085, start date of August 1, 2022, funded through the American Rescue Plant grant.
2. **Lauren DePietro**, Art Teacher, at the contract salary of \$63,637 (Step 0, BA), start date September 1, 2022, funded through the American Rescue Plant grant.
3. **Heather Cain**, Part-Time Cafeteria/Playground Aide, at the hourly rate of \$13.00, start date September 1, 2022.
4. **Nicole Ulrich**, Middle School Math Teacher, at the contract salary of \$66,637 (Step 0+M), start date September 1, 2022, funded through the American Rescue Plant grant.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Substitute**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves **Matthew Helms** as a Substitute Custodian, for the 2021-2022 school year, pending criminal history review.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Federal Family Leave**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the unpaid Federal Family Leave request from the employee listed below, for the period indicated:

<b><u>Employee</u></b>	<b><u>Position</u></b>	<b><u>Dates</u></b>
<b>George Barrett, Jr.</b>	ES Ambulatory Aide	September 1, 2022-November 25, 2022

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Volunteers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following volunteers for the 2022-2023 school year.

<b><u>Name</u></b>	<b><u>Position</u></b>
William Barats	Football
George Barrett, Jr.	Football
Brendon Griffin	Football
Ryan Holak	Football
John Mongon, Jr.	Football
Valerie Franz	World Language Club
Cherin Galdi	World Language Club
<b>June Sorrentino</b>	Summer Marching Band

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Elementary School Breakfast and Books Program Teacher**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of **Angelique Dawson** as Elementary School Breakfast and Books Program Teacher, for 4 weeks of summer 2022, totaling 32 hours, at a per hourly rate of \$32.63.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Elementary School Kindergarten Math Magic Teachers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of the following teachers as Elementary School Kindergarten Math Magic Teachers, for summer 2022, for 8-4 hour sessions, totaling 64 hours, at a per hour rate of \$32.63:

**Name**

**Lorrie Entwistle**

**Cheryl Hansberry & Emily Young (Split)**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Elementary Summer School Teachers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of the following Elementary Summer School teachers from July 1, 2022 through July 29, 2022, at the contract salary of \$2,610 (20 days):

**Teachers**

**Cristina Bivins**

**Catherine Burry**

**Desiree Cooper**

**Jill Gilardi**

**Leah Falicki**

**Teachers**

**Georgia Monschein & Kaitlin Sosnoski (Split)**

**Stefanie Puigdollers**

**Tiffany Ross**

**Kelly Starke**

**Kirby Watters**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Elementary Summer School Aide**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of **Michelle Shinn** as Elementary Summer School Aide from July 1, 2022 through July 29, 2022, at the contract rate of \$17.15 per hour, for four (4) hours per day (20 days):

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Extended School Year Teachers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of the following Extended School Year teachers from July 1, 2022 through July 29, 2022, at the contract salary of \$2,610 (20 days):

**Teachers**

**Stefanie Conley  
Tara Crane-McElroy  
Amanda Jackamonis  
Elizabeth Parsons  
Amanda Smith**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Abstained: T. McElroy  
Nay: 0  
Carried

**High School Summer School Teachers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of the following High School Summer School teachers from July 1, 2022 through July 29, 2022, at the contract salary of \$2,610 (20 days):

**Teachers**

**Scott Atkinson  
Brittany Quiring  
Anthony Rewinski  
Dana Ruggieri**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**High School Summer School Substitute Teacher**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following as substitute Teacher for High School Summer School, as needed.

**Substitute**

**Emily Ewan**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Elementary Summer School & Extended School Year Substitute Teachers/Aides**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of the following substitute teachers and aides for Elementary Summer School & Extended School Year, as needed.

**Substitutes**

**Kerri Amoriello**  
**Lisa Farrell**  
**Cheryl Hansberry**  
**Devi James**  
**Caitlin Kalustyan**  
**Anastasia Lindenman**  
**Christopher Updike**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Extended School Year Aides**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the appointment of the following Extended School Year aides from July 1, 2022 through July 29, 2022, at the contract rate of \$17.15 per hour, for four (4) hours per day:

**Aides**

**Stacie Cooper**  
**Jessica Fitzgerald-Nowlan**  
**Jennifer Fountain**  
**Michelle Jacoby**  
**Tracy Rankus**  
**Sherry Karabell**

**Aides**

**Tammy Joyce**  
**Beverly LaBorn**  
**Tiffany Lewis**  
**Kimberly Pulley**  
**June Sorrentino**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**RMS 5<sup>th</sup> to 6<sup>th</sup> Grade RampEd Up Ram Orientation/Enrichment Teachers**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following teachers at a per hour rate of \$32.63 for the RMS 5<sup>th</sup> to 6<sup>th</sup> Grade RampEd Up Ram Orientation/Enrichment program from August 15-August 19, 2022:

**Teachers**

**Jennifer Clyde-Lewis**  
**Angelique Dawson**

**Teachers**

**Samuel Gorelick**  
**Tara Porreca**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried



### **RMS Enrichment Program**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following teachers at a per hour rate of \$32.63 for the RMS Enrichment Program, from August 22-26, 2022:

#### **Teachers**

**Jennifer Clyde-Lewis**  
**Samuel Gorelick**

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Winter Coaches**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following winter coaches for the 2022-2023 school year at the contract salaries listed.

<b><u>Position</u></b>	<b><u>Name</u></b>	<b><u>Salary</u></b>
Basketball Boys Head Coach	<b>Carmine Cesare</b>	\$8,619
Basketball Boys Asst. Coach	Donald Jack	6,252
Basketball Boys MS Coach	<b>George M. Postell</b>	4,731
Basketball Girls Head Coach	<b>Scott Atkinson</b>	8,619
Basketball Girls Asst. Coach	<b>Brittany Ashton</b>	6,252
Basketball Girls MS Coach	<b>Lynn Starke</b>	4,731
Cheerleading	<b>Cheryl Hansberry</b>	4,672
Weightlifting-Summer	<b>Robert Van Sciver</b>	1,450
Weightlifting-Winter	<b>Christopher McManus</b>	1,450
Wrestling Head Coach	Kevin Landolt	8,619
Wrestling Assistant Coach	Matthew Abrams	6,263
Wrestling MS Coach	<b>Robert Van Sciver</b>	4,731

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

### **Co-Curricular Positions**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following co-curricular positions for the 2022-2023 school year, at the contract salaries listed.

<b><u>Position</u></b>	<b><u>Name</u></b>	<b><u>Salary</u></b>
AVA-ES	<b>Jodi Leonti</b>	\$1,812
Band-Marching	<b>Michelle Jacoby</b>	3,922
Band-ES	<b>Christopher Phillips</b>	1,333
Band-MS	<b>Christopher Phillips</b>	1,401
Band-Summer	<b>Michelle Jacoby</b>	3,362
Breakfast Cafeteria Monitor MS/HS	<b>Alaine DiLuzio</b>	2,200
Business Club	<b>Lea Lauletta</b>	1,000
Chorus-HS	<b>Jaclyn Leone</b>	1,401
Chorus-ES	<b>Melissa Aviles</b>	1,333
Chorus MS	<b>Samuel Gorelick</b>	1,401

Color Guard-Fall	Amanda Shinn	2,611
Color Guard-Winter	<b>Michelle Jacoby</b>	1,778
Diversity Club	<b>Valerie Franz</b>	1,000
Drama Club	<b>Samuel Gorelick/Anthony Rewinski</b> (each)	1,462
Drill Raider Challenge (2)	<b>Janet Gibbs/Joel Martin</b>	1,652
Environmental Club-ES	<b>Michelle Marker</b>	1,005
Fellowship of Christian Athletes	<b>Jennifer Hunter</b>	1,000
Fire Marshal	<b>Marc Ballantyne</b>	1,130
FTA (FEA)	<b>Cherin Galdi</b>	1,255
H.E.R.O.I.C-HS	<b>Valerie Franz</b>	1,000
H.E.R.O.I.C 2.0-MS	<b>Jaclyn Leone</b>	1,000
Interact	<b>Brittany Quiring</b>	1,661
JROTC Summer Boot Camp	<b>Janet Gibbs</b>	1,215
Junior Class Advisors (2) 2024	<b>Margaret Garvin/Daniel Stellwag</b> (each)	2,554
Kindness/Helping Hands-ES	<b>Jenna Buffetta/Deborah Kaiser</b> (each)	500
Kindness Club-MS	<b>Laura Galgoci</b>	1,000
Language Club-MS	<b>Carmen Plant/Terrenca Smith</b> (each)	500
Multi-Cultural Night-ES	<b>Jill Gilardi</b>	1,005
National Honor Society	<b>Jennifer Hunter</b>	1,302
Newspapers-MS	<b>Lauren Downey</b>	1,563
Peer Leadership-ES	<b>Colleen Tete</b>	2,875
Robotics Club-MS	<b>Jill Murray</b>	1,563
Safety Patrol-ES	<b>Jenna Buffetta</b>	672
Science Club MS	<b>Jill Murray</b>	1,175
Science Night Advisor-ES	<b>Tara McElroy</b>	1,005
Senior Class Advisors (2) 2023	<b>Tara McElroy/Amanda Jackamonis</b> (ea.)	2,554
Sophomore Class Advisors (2) 2025	<b>Carmine Cesare/Nicole Potts</b> (each)	2,068
Sports Night Advisors (2)	<b>Emily Ewan/Amanda Smith</b> (each)	3,078
Sports Night Treasurer	<b>Nicole Potts</b>	1,059
Stage Crew-ES	<b>Melissa Aviles</b>	1,930
Stage Crew-HS	<b>Samuel Gorelick/Anthony Rewinski</b> (each)	965
STEM Club-ES	<b>Nicole Barbich</b>	1,005
Student Council-ES	<b>Julia Pedersen</b>	1,257
Student Council MS	<b>Jennifer Colon/Mary Jo Horton</b> (each)	835
Student Council-HS	<b>Jennifer Hunter</b>	3,827
Torch	<b>Emily Ewan</b>	5,829
Yearbook-ES	<b>Heather Sommers</b>	1,708
Yearbook-MS	<b>Samuel Gorelick/Elizabeth Parsons</b> (each)	883

VOTE-Aye: D. Graf, W. Greiner, S. Koka, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Abstained: T. McElroy  
Nay: 0  
Carried

**Business Administrator/Board Secretary Contract Renewal**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves employment contract renewal of **Robert O'Brien**, Business Administrator/Board Secretary, for the 2022-2023 school year at the contract salary of \$121,495.00.

VOTE-Aye: D. Graf, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Abstained: W. Greiner  
Nay: 0  
Carried

**STUDENTS**

**Extended School Year Out of District Placements**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the following out of district student placements for the Extended School Year Program, as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Equipment Distribution & Football Camps**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the distribution and use of football helmets and shoulder pads for summer workouts and camps. Riverside Mini-Camp #1 (Helmets Only) June 21-23, 2022 from 10:00am-1:00pm. Shoulder pads will be distributed and used for team camps and practices over the summer, dates TBD.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**Student Handbook**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the Student Handbooks for the High School for the 2022-2023 school year, as submitted.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

**PROGRAM**

**NJSAC**

On the motion by Mrs. Pinho, seconded by Mrs. Graf, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the NJSAC District Performance Review (DRP) for School Year 2021-2022, as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

## **FACILITIES**

### **Facility Use**

On the motion by Mrs. Pinho, seconded by Mr. Greiner, and carried unanimously, Be It Resolved that the Riverside Township Board of Education hereby approves the facility/building use requests for the 2022-2023 school year, as attached.

VOTE-Aye: D. Graf, W. Greiner, S. Koka, T. McElroy, E. Mossop, S. Parker, M. Pinho, J. Sierra  
Nay: 0  
Carried

## **COMMITTEE REPORTS**

PERSONNEL & EMPLOYEE RELATIONS – No Report

FINANCE & INSURANCE – No Report

BUILDINGS & GROUNDS –No Report

ATHLETICS – No Report

CURRICULUM – No Report

SAFETY & SECURITY – No Report

STUDENT GOVERNMENT – No Report

DELEGATE TO BURLINGTON COUNTY SCHOOL BOARDS – No Report

DELEGATE TO NEW JERSEY SCHOOL BOARDS ASSOCIATION – No Report

DELANCO REPRESENTATIVE – No Report

**Acknowledgement of Visitors:** Ms. Fesey of New Jersey Ave., suggested that the PTA & BOE meetings be included on emails sent to parents.

High School principal, Todd Pae, thanked everyone for their support over the years.

## **ADJOURNMENT**

On the motion by Mrs. Pinho, seconded by Ms. Koka, and carried unanimously, the meeting was adjourned at 8:21 p.m.

Respectfully submitted,

Robert O'Brien  
Board Secretary