

**SPRING LAKE BOARD OF EDUCATION
REGULAR MEETING MINUTES**

June 26, 2017

- I. Call to order:** This meeting is called in accordance with the provisions of the "Open Public Meetings Act," C.231, PL. 1975, and notices were forwarded to newspapers, to Board members and were posted as required.

Roll Call	Present	Arrived at	Absent	Time: 6:30	p.m.
Mr. Daino	Y				
Mr. Ferraro	Y				
Mrs. Foy			X		
Dr. Sterling	Y				
Mrs. Valori	Y				

Dr. Boccuti, CSA; Mr. Puleio, Interim SBA/Board Secretary; Mr. Paul Griggs, Esq, Board Attorney

II. Flag salute

- III. Executive Session** –Items discussed in executive session may result in Board action when the Board reconvenes in open session to conduct the regular business meeting.

WHEREAS, the Sen. Byron M. Baer Open Public meetings Act, N.J.S.A. 10:4-6 et seq., (the “Act”) provides that the Spring Lake Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Business Administrator that the Spring Lake Board of Education go into Executive Session on May 22, 2017 at: 7:50 pm. to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Spring Lake Board of Education that the Board shall go into Executive Session to discuss the following items: (To be determined and announced as needed)

- _____Matters rendered confidential by state or federal law
- _____Matters in which the release of information would impair a right to receive funds from the United States Government
- _____Matters which would constitute an unwarranted invasion of privacy
- _____Matters involving collective negotiations and/or the negotiations of terms and conditions
- _____Matters involving the purchase, lease or acquisitions of real property or investment of public funds
- _____Matters concerning the protection of the safety or property of the public
- _____Pending or anticipated litigation and matters covered by the attorney-client privilege

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- Matters involving employees and terms of their employment and contract
- Possible imposition of a civil penalty or suspension

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exist. Action WILL be taken on any of the items stated above.

On motion by: Mr. Ferraro, and seconded by: Dr. Sterling, the BOE entered closed session at 6:35 pm.

Vote: 4 ayes 0 nays 1 absent 0 abstain

Resolved: to return to open session and resume the order of business. Time: 6:50_p.m.

On motion by: Mr. Daino_, and seconded by: Mrs. Valori_____

Vote: 4 ayes 0 nays 1 absent 0 abstain

IV. Public Comments on Agenda Item Only

The length of time for public discussion may be limited to 30 minutes and individual speakers on a particular subject are limited to three minutes (Policy 1120).

V. Approval of Minutes- May 8, 2017 & May 22, 2017

On motion by: Mr. Daino , and seconded by: Mr. Ferraro:

Resolved, to approve the minutes of the public session and executive session of the Spring Lake Board of Education as submitted for the following: May 8, 2017, May 22,2017

Roll Call:

absent,Mrs. Foy	Yes, Mrs. Valori	Yes, Mr. Ferraro	Yes,Dr. Sterling	Yes,Mr. Daino
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VI. Business Administrator’s Report

On motion by: Mr. Ferraro, and seconded by: Dr. Sterling move to approve Business Administrator’s Report items A- G.

A. Secretary and Treasurer Reports

RESOLVED, that the Board Secretary for the Spring Lake Board of Education certifies that, pursuant to N.J.A.C. 6A:23A- 16.10(c) (3), as of March & April 2017, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.

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6A:23A-16.10(a); and be it further

RESOLVED, that the Spring Lake Board of Education accepts the Financial Reports of the Secretary and the Treasurer for the months of March & April 2017; and be it

RESOLVED, that the Spring Lake Board of Education certifies that, pursuant to N.J.A.C. 6A:23A-16.10(c) (4), after review of the Board Secretary's and Treasurer's monthly financial report and upon consultation with the appropriate district official that to the best of knowledge no major account or fund has been over-expended and that sufficient funds are available to meet the District's financial obligations for the remainder of the year.

Approval of Expenditures

1. Approval of bills list dated June 26, 2017 in the amount of \$ 139,501.33
2. Approval of the gross payroll expense for;
 - a. May 30, 2017 in the amount of \$ 150,492.41
 - b. June 15, 2107, in the amount of \$ 161,925.43.
 - c. June 22, 2107,in the amount of \$ 150,492.41

C. Approval of Transfers:

1. Recommend to approve/ ratify appropriation adjustments as attached in the detailed monthly transfer report.

D. Contracts

1. Pursuant to P.L. 2015, Chapter 47, the Spring Lake Board of Education intends to renew the following contracts for school year 2017-2018, previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18, et.seq, N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200.
 - a. Panda LLC: \$3,780 (Treasurer of School Monies)
 - b. Boynton & Boynton Agency: (Insurance Services through NJSIG (New Jersey Schools Insurance Group)
 - i. Commercial Package: \$29,412
 - ii. Errors & Omissions: \$7,169
 - iii. Workers Compensation: \$35,516
 - iv. Bond (Mr. Puleio): \$560
 - v. Student Accident: Pending
 - vi. Flood: Pending
 - c. Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC: \$165/hour (Legal Services)
 - d. Move to approve renewal resolution to continue membership in the New Jersey Schools Insurance Group and the Monmouth Ocean Shared Services Insurance Fund as attached.

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E. Approval of Contracts for 2017-2018

2. **RESOLVED**, the Spring Lake Board of Education approves the tuition contract with the Howell Township School District, Monmouth County, for 210 days tuition, from July 11, 2016 through June 22, 2017, at a tuition rate of \$46,428 and extraordinary services for \$23,474 for one student (SID #3961626825) for a total amount of \$69,902.
3. **RESOLVED**, the Spring Lake Board of Education approves the tuition contract with the Collier School, Monmouth County, for 209 days tuition, from July 5, 2016 through June 30, 2017, at a tuition rate of \$65,626 for one student (SID #3489014370) for a total amount of \$65,626.

F. Business

1. **RESOLVED**, the Spring Lake Board of Education approves the 403(b) Deferred Compensation Plan and Adoption Agreement
2. **RESOLVED**, the Spring Lake Board of Education approves the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2017-2018 school year.
AXA Equitable Life Insurance Co. 403(b)
AIG Valic 403(b)
3. **RESOLVED**, the Spring Lake Board of Education approves the Spring Lake 125 Plan including a Flexible Spending Account and to reapprove Horizon as Third Party Administer for the 2017-2018 school year.
4. **RESOLVED**, the Spring Lake Board of Education approves establishing a petty cash fund of \$1,500 on July 1, 2017, as per Board Policy
5. WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31 and NJSA 18A:7F-41 permit 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 permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

6. WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit 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 permit 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

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WHEREAS, the Spring Lake Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Spring Lake Board of Education has determined that an amount not in excess of \$ 450,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Spring Lake Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

7. WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit 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 permit 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 Spring Lake Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the Spring Lake Board of Education has determined that \$75,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Spring Lake Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- G. Move to authorize the school business administrator/board secretary to pay all bills and claims presented to the Board for payment during the months of July & August for ratification by the Board at its public meeting in August.

Roll Call:

absent,Mrs. Foy	Yes,Mrs. Valori	Yes,Mr. Ferraro	Yes,Dr. Sterling	Yes,Mr. Daino
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VII. Superintendent's Report

- a. Enrollment

HW Mountz	200 (15 Non-Resident)
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Manasquan High School	51
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OTHER	25
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- b. Use of School Facilities-No Requests
- c. Class Trips-No Requests
- d. Curriculum

1. **RESOLVED:** To approve, upon recommendation of the Superintendent, to offer students entering the 7th and 8th grade Algebra class for the 2017-2018 school year up to 15 hours of Algebra Readiness summer work.

- e. Personnel

RESOLVED: To approve, upon recommendation of the Superintendent, the Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Dr. Raymond J. Boccuti	TBA, Fall 2017	Annual Leadership Conference - New Jersey School Boards Association (NJSBA), Atlantic City, NJ	TBD	TBD	TBD
Dr. Raymond J. Boccuti	2/15-17, 2018	National Conference on Education - American Association of School Administrators (AASA), Nashville, TN	TBD	TBD	TBD
Dr. Raymond J. Boccuti	TBA, Spring 2018	Annual Leadership Conference - New Jersey Association of School Administrator (NJASA) & New Jersey Association of Supervisors of Pupil Services (NJASPA), Atlantic City, NJ	TBD	TBD	TBD

**Approval requests to take advantage of savings from early registration discounts.*

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RESOLVED: To approve, upon recommendation of the Superintendent, the 2017-2018 Annual Appointments and Authorizations as follows:

1. Business Administrator/Board Secretary – Interim Nick Puleio
2. Treasurer of School Monies – Panda, LLC
3. Acting Board Secretary – Dr. Raymond J. Boccuti
4. Acting Principal – TBA
5. Attendance Officers – Victoria Hanlon, School Nurse and Donna Campbell
6. Custodian of the H.W. Mountz School Fund – Dr. Raymond J. Boccuti and TBA
7. Emergency Management Council Member – Dr. Raymond J. Boccuti
8. Authorized Temporary Qualified Purchasing Agent – Interim BA Nick Puleio
9. Public Agency Compliance Officer – TBA
10. AHERA Designated Person – Interim BA Nick Puleio
11. Integrated Pest Management Coordinator – Interim BA Nick Puleio
12. Right To Know Contact Person – Interim BA Nick Puleio
13. Chemical Hygiene Officers – Anthony DeStefano and Matthew Tonzola
14. Blood Borne Pathogens Standards – Victoria Hanlon, School Nurse
15. Section #504 Administrators – Michele Szary and TBA
16. Affirmative Action Officers – TBA and Interim BA Nick Puleio
17. Comprehensive Equity Plan –TBA
18. Child Abuse/Neglect and Missing Children Cases Liaison –TBA
19. Enforcement of Drug-Free School Zone Liaison with Law Enforcement Agencies– TBA
20. MOESC Representative – Dr. Raymond J. Boccuti
21. Homeless Liaison – TBA
22. Anti-Bullying Specialist – Michele Lee and TBA
23. Anti-Bullying Coordinator –TBA
24. PARCC Coordinator – TBA
25. PARCC IT – Chris Soto
26. District Test Coordinator – Dr. Raymond J. Boccuti
27. School Test Coordinator – TBA

RESOLVED: To approve, upon recommendation of the Superintendent, the Extra-Curricular Schedule B Appointments 2017-2018

- a. Establishment of a School Wide Positive Behavior Support Coordinator position for an annual stipend of \$1,000. (Compensation approved by the

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Spring Lake Education Association on June 21, 2017.)

Cheerleading Coach	Nancy Ritchey
Boys Soccer Coach	Nicholas Alvarez
Girls Soccer Coach	Lauren Marcus-Feld
Boys Basketball Coach	Kevin Lynch
Girls Basketball Coach	Ann Marie Callahan
Baseball Coach (split)	Anthony DeStefano, Matthew Tonzola
Softball Coach	Cheryl Salway
Student Council Advisor	Lauren Marcus-Feld
Yearbook Advisor	Jennifer Penrod
National Jr.Honor Society Advisor	Karen Dettlinger
Eighth Grade Coordinator (split)	Anthony DeStefano, John Livingood
Spelling Bee Coordinator	Jenna Bellafonte
Band Day Advisor	Jennifer Penrod
Band Memorial Day Advisor	Jennifer Penrod
Lead Teacher (each)	Laura Roberts-Primary
	Gwen Abbot-Intermediate
	Cheryl Salway-Middle School
	Mary Pearce-Specials
Geography Bee Advisor	Lauren Marcus-Feld
Athletic Coach in Charge	Nicholas Alvarez
Science Fair Coordinator (each)	Anthony DeStefano, Matthew Tonzola
Art Fair Coordinator	Christine Foligno
Bowling Advisor	Anthony Destefano
Family Literacy Night Coordinator	Linda Krebs
Peer Mediation Advisor	Karen Dettlinger
Video Broadcasting Advisor	Mary Pearce
Academic Competition Coordinator	Matthew Tonzola
Eighth Grade Video Coordinator	Jennifer Penrod
School Wide Positive Behavior	
Support Coordinator	Ann Marie Callahan, Jenna Bellafonte
Band and Chorus Advisor	Jennifer Penrod

RESOLVED: To approve, upon recommendation of the Superintendent, payment to Kerri Walsifer for fifteen vacation days at the per diem rate of \$430.67.

RESOLVED: To approve, upon recommendation of the Superintendent, payment to Kelly Clark for an additional day of intervention services hours.

RESOLVED: To approve, upon recommendation of the Superintendent, unpaid leave for Neena Kapoor for June 5, June 12-16, and June 19, 2017.

RESOLVED: To approve, upon recommendation of the Superintendent, the request for tuition reimbursement at the CBA rate:

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Christine Foligno

3 Credits

Morningside College, IA

RESOLVED: To approve, upon recommendation of the Superintendent, the resignation of Kendra Barry, lunch/recess paraprofessional effective June 30, 2017.

RESOLVED: To approve, upon recommendation of the Superintendent, authorization for the Superintendent to advertise and hire for position vacancies through the Board of Education work session scheduled for September 11, 2017. Let it further be resolved that position vacancies must be included in the 2017-2018 budget.

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Lucy Muhlenbruck as the summer office assistant at the rate of \$13.52 per hour for up to 25 hours.

RESOLVED: To approve, upon recommendation, hiring of Karen Dettlinger at the CBA rate of \$34.36 per hour for up to fifteen hours for the Summer Algebra Readiness program.

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Eric Niciewski as a summer custodian at the hourly rate of \$14 per hour effective June 28, 2017.

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Mark Donofrio as a summer custodian at the hourly rate of \$14 per hour effective June 27, 2107.

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Christopher Manning as a summer custodian for 3 hours per day at the hourly rate of \$14 per hour effective June 27, 2017. Be it further resolved that the 2017-2018 contract for Mr. Manning be corrected to 5 hours per day at 12.73 per hour based on 1300 hours a year.

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Katherine Braker as a Substitute Nurse for the 2016-2017 ESY Program at the hourly rate of \$40 per hour and for the 2017-2018 School Year at the per diem rate of \$120.

Motion to approve the following resolution, moved by: Mr. Daino, seconded by: Mrs. Valori

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Krystyna Domogala as Assistant Principal, Director of Student Services for a 12 month salary of \$115,000 effective July 1, 2017 through June 30, 2018. Let it further be resolved that the salary will be prorated to a start date TBD.

Roll call vote: Mrs. Foy, absent, Mrs. Valori, Yes Mr. Ferraro, Yes Dr. Sterling, Yes Mr. Daino, Yes

Motion to approve the following resolution, moved by: Mr. Daino, seconded by: Mr. Ferraro

RESOLVED: To approve, upon recommendation of the Superintendent, hiring Lauren Seise as Spanish teacher on Step 5 of the MA column of the CBA salary guide for a 10 month salary of \$63,645 effective

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September 1, 2017 through June 30, 2018.

Roll call vote; Mrs. Foy, absent, Mrs. Valori, Yes, Mr. Ferraro, Yes, Dr. Sterling, Yes Mr. Daino, Yes

RESOLVED: To approve, upon recommendation of the Superintendent, Laura Roberts as Acting Principal for the Extended School Year Program on July 18, July 19 and July 20, 2017 at a rate of \$250 per day.

RESOLVED: To approve, upon recommendation of the Superintendent, Cheryl Salway as Acting Principal for the Extended School Year Program on July 25, July 26, July 27, August 8, August 9, and August 10, 2017 at a rate of \$250 per day.

f. Student Services

1. **RESOLVED:** To approve, upon recommendation of the Superintendent, approving the June HIB Report (0)
2. **RESOLVED:** To approve, upon recommendation of the Superintendent, approving the 2016-2017 Period 2 HIB-ITP Data Collection report and authorize submission to the NJDOE.
3. **RESOLVED:** To approve, upon recommendation of the Superintendent, approving the EVVRS report for 2016-2017 and authorize submission to the NJDOE.
4. **RESOLVED:** To approve, upon recommendation of the Superintendent, Extended School Year Summer 2017 Program as follows:

Tuesday through Thursday July 11, 2017 - August 19, 2017

Nancy Ritchey approved at a rate of \$48.53 hourly for a TOTAL of 18 hours.
(12 hours direct instruction 3 hours Weekly plus prep time of 6 hours (1.5 hours weekly)

Shawna Sogluizzo approved at a rate of \$42.68 hourly for a TOTAL of 30 hours.
(24 hours direct instruction 6 hours Weekly plus prep time of 6 hours (1.5 hours weekly)

Amy Lyons approved at a rate of \$41.96 hourly for TOTAL of 30 hours.
(24 hours direct instruction 6 hours Weekly plus prep time of 6 hours (1.5 hours weekly.)

Related Services:

Occupational Therapy Hours - Amy Forsythe 5 hours/week @ \$84 hourly

Speech and Language - Brigid Maniace 8 hours/week at a rate of \$61.25

Nurse - 4 hrs daily, 3 days weekly for 5 weeks =12 hours weekly (Tues.-Thurs) 8:00-12:00pm-Marge Kincaid @ \$40.00 an hour

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Kathy Joyce - Wilson Instructor - approval for 36 hours @ \$50.00 per hour for a total of \$1,800.00
Wilson Instruction SID# 1295301510 = 15 hours = 5 weeks X 3 hours weekly @ \$50.00 = ((\$150 x 5 weeks) = \$ 750.00

Wilson Instruction SID# 8035255040 = 21 hours =6 weeks X 3.5 hours weekly @ 50.00 = (\$175 x 6 weeks) \$1,050.00

Wall Elementary School ESY - \$2,000.00 for SID #5600798959

By Design - Social Skills ESY for -SID #7700247081 \$450.00 (\$75 X 6 (1 hour weekly for 6 weeks) \$450

APHA School - ESY for SID# 8636445771 \$9,613.15

CST Summer hours:

Michele Parisi, School Psychologist 5 days for SL @ \$331.48(daily Rate)

Michele Szary- LDTC 8 days for SL @ \$327.48 (daily Rate) + 1 day for Avon @ \$327.48(daily Rate)

Brigid Maniace - 2 Days (for CST meetings/testing) @ \$428.73(daily rate)

Reappoint the following providers to provide Child Study Team Services as needed for the 2017-2018 school year:

Dr. Dorothy Pietrucha	Neurological Evaluation	\$225
Dr. Donna Merchant	CAPD Evaluation	\$675
Dr. Syed S. Zaidi	Psychiatric Evaluation	\$475
Dr. Denise Aliosio	Pediatric (Neuro) Developmental Evaluation	\$550

RESOLVED: To approve, upon recommendation of the Superintendent, the acceptance of two non-resident tuition students for the 2017-2018 School Year at the BOE approved rate of \$6,000 per student.

RESOLVED: To approve, upon recommendation of the Superintendent, the Tiger Den After Care Program for the 2017-2018 school year. Let it further be resolved that the Administration will keep the Board informed and informed through final development and implementation of the new program.

Move to approve all above listed motions & resolutions as recommended by the Superintendent;

Moved by: Mr. Daino seconded by: Mr. Ferraro

Roll Call:

Absent Mrs.Foy	Yes_Mrs. Valori	Yes_Mr. Ferraro	Yes_Dr. Sterling	Yes_Mr. Daino
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G. Policy:

- RESOLVED:** To approve, upon recommendation of the Superintendent, the comprehensive Equity Plan for the 2017-2018 School Year.

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Roll Call:

Absent Mrs.Foy	Yes _Mrs. Valori	Yes _Mr. Ferraro	Yes _Dr. Sterling	Yes _Mr. Daino
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- H. Ad Hoc Committee Reports
 - 1. Beautification Committee
- I. Report from Liaison to NJSBA
- J. Report from Liaison to Manasquan BOE
- K. Report from Liaison to HWM PTA
- L. Report from Liaison to Spring Lake Educational Foundation
- M. Report from Liaison to Booster Club
- N. Old Business:
 - 1. Update on school sign - Dr. Boccuti
 - 2. Update on Spanish program - Dr. Boccuti
 - 3. Update on Board of Education Policies - Dr. Boccuti
 - 4. Update on Strategic Plan - Dr. Boccuti
- O. New Business

VIII. Public Comment / Visitors

IX. Adjourn

On motion by: Mr. Daino __, and seconded by: Mrs. Valori_ to adjourn meeting.

Vote: 4_ayes __0__nays __1__absent __0__abstain

Time: 7:45 __p.m.

Respectfully submitted by,


Nick Puleio, Interim BA/BS