

# MINUTES OF REGULAR MEETING

## August 12, 2024

AT 7:00 P.M. AT THE FRANKLIN ELEMENTARY SCHOOL

PRESENT: Kathleen Clohessey, Erin Henry, Rachel Kabbash  
Stephen Koger, Stephanie Perna, James Saltzman  
John R. Giacchi, Superintendent  
Carlos Sarmiento, Business Administrator/Board Secretary

ABSENT: Wayne Bartron, Christopher Patterson

The Board President opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement read by the Board Secretary:

This meeting is being conducted in compliance with the “Open Public Meeting Act – Chapter 231 – Public Laws of 1975.” Advance written notice of at least 48 hours was given specifying the time, date and to the extent known, the agenda, and stating whether formal action may or may not be taken and has been properly posted at the school, mailed to the Clerk/Administrator, and mailed to the New Jersey Herald and the Star Ledger.

### Approval of Regular Board Minutes

On motion by Ms. Henry, seconded by Mrs. Kabbash, and carried by the following roll call vote, approved the minutes of the following meetings as presented:

1. July 15, 2024 – Regular Meeting Minutes			<b>ATTACHMENT 1</b>
	Yes	-	6
	Abstain	-	Mrs. Clohessey
	No	-	0

### PRESENTATIONS:

- A. Parent/Teacher Organization (PTO) Executive Members - Ms. Jennifer Baiz introduced herself as the President and presented the 2024-2025 PTO goals.
- B. Janel Edwards, School Reading Specialist presented an overview of New Jersey Tiered System of Supports for Early Reading (NJTSS-ER). She also presented a review of NJTSS-ER data from the 2023-2024 school year.

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**CORRESPONDENCE:** Ms. Williams of the Historical Society requested that the school be open on August 26, 2024 so that alumni of the all years reunion could tour the school.

### **OPEN TO THE PUBLIC - AGENDA ITEMS**

On motion by Mr. Friend, seconded by Dr. Saltzman, and carried unanimously by voice vote, opened the meeting to the public for comment on the agenda items.

The Board Secretary read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 - Public Presentation at Board meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please come to the microphone and state your name, municipality of residence, and/or group affiliation, and the agenda item you will address.

Please let the record reflect that the Board of Education does not endorse comments, nor will the Board of Education be held liable for comments made by a member of the public about a staff member or any other individual that may be considered defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comment, not to have a dialogue between the Board and the person speaking.

No one addressed the Board.

On motion by Dr. Saltzman, seconded by Ms. Henry, and carried unanimously by voice vote, closed the meeting to the public for comment on the agenda items.

### **BOARD SECRETARY'S REPORT: NA**

### **SUPERINTENDENT'S REPORT**

A. Dr. Giacchi provided an update on school events:

- Classrooms are all done with furniture being returned and ready for the students to come back to school, hallways are clear and floors have been waxed.

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- New student orientation is being held 8/20/24
- New staff orientation is being held 8/22/24
- All staff return to the building on 8/27/24
- Students return to school for the first day of school on 9/3/24

B. Dr. Giacchi reported that the fire and security drills held during the month of June were as follows:

- July 17, 2024 at 11:21 a.m. and 2:20 p.m. - Fire Drills
- July 17, 2024 at 9:34 a.m. and 12:30 p.m. - Shelter-in-Place Drills

### Personnel Committee – Wayne Bartron, Chair

#### Discussion: NA

On motion by Ms. Henry, seconded by Mrs. Perna, and carried by the following roll call vote, approved the following resolutions:

A. Resolved that the Board of Education, upon recommendation of the Superintendent, rescinds the following appointments:

Rescinded Staff Member	Rescinded Compensation
Brittney Osorio - (.71 FTE) Part-time Paraprofessional	\$19.00 per hour, not benefit eligible, pending completion of required paperwork <i>Originally approved at the July 15, 2024 Board of Education meeting.</i>
Megan DeVoe - (.71 FTE) Part-time Paraprofessional	\$19.00 per hour, not benefit eligible, pending completion of required paperwork <i>Originally approved at the June 17, 2024 Board of Education meeting.</i>

B. Resolved that the Board of Education, upon recommendation of the Superintendent, accepts the following resignation:

Employee	Position	Effective Date
Ryan Silvestri	Part-time Paraprofessional	June 30, 2024

C. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following unpaid days:

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Employee	Unpaid Day
Joyce Carr	<b>13 Days:</b> 9/12/2024, 9/13/2024, 9/16/2024, 9/17/2024, 9/18/2024, 9/19/2024, 9/20/2024, 9/23/2024, 9/24/2024, 9/25/2024, 9/26/2024, 9/27/2024, 9/30/2024

D. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following personnel for the 2024-2025 school year, pending receipt of required paperwork:

Staff Member/Appointment	Start Date	Compensation
Sara Blondina - (1 FTE) Long-term Substitute Special Education Teacher	On or about August 27, 2024	\$170 per day, benefit eligible, compensation upon completion of timesheets
Patricia Brown - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required documentation
Savanah Rivera - (1 FTE) Speech Language Pathologist	On or about September 1, 2024	MA Step 7 at \$66,750 benefit eligible, pending completion of required paperwork
Kim Siccardi - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required documentation

E. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the FTEs for the following paraprofessionals for the 2024-2025 school year:

Name	New FTE
Erika Alonso	.75
Lisa Davis	.75
Michelle Maher	.75
Nicole Paragh	.75
Kelly Walters	.75

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F. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following extra hours for the Child Study Team (CST) office, compensation upon completion of timesheets.

Child Study Team (CST)	Extra Summer Hours/Dates	Compensation
Margaret Gummere - LDTC	Not to exceed an additional 10 hours each from on or about June 14, 2024 - August 26, 2024	\$67.10/hour
Chelsea Lange - School Social Worker		\$47.24/hour
Sandra Molla-Saracco - School Psychologist		\$70.61/hour

G. Resolved that the Board of Education, upon recommendation of the Superintendent, approves supplemental pay for the following staff members for the 2024-2025 school year, compensation upon submission of timesheets:

Staff Member	Reason	Compensation
<ul style="list-style-type: none"> <li>• Stephanie Correal</li> <li>• Megan Fazzio</li> <li>• Kailee Gori</li> <li>• Emily Wynne</li> </ul>	New Student Orientation – August 20, 2024	<ul style="list-style-type: none"> <li>• \$45.00 per hour</li> <li>• 3 hours for each staff member</li> </ul>
Yackelin Barrientos	Attend ESY Meetings	\$19.00 per hour
Laurie Black	Attend Virtual Professional Development on August 16, 2024 from 8:00 a.m. - 3:30 p.m.	\$45.00 per hour

H. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes for the 2024-2025 school year pending completion of required paperwork, where applicable. Compensation upon submission of timesheets. *(Note that benefits are not included for any of the substitutes listed below.)*

Name	Position	Compensation
Ryan Silvestri	Substitute Paraprofessional	\$110 per day, not benefit eligible

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Bertha Todd	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
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- I. Resolved that the Board of Education, upon recommendation of the Superintendent, approves a \$2.00 per hour compensation differential for paraprofessionals who provide a higher level of care for the 2024-2025 school year, per contract language:

<b>Paraprofessionals Receiving \$2 Differential for Higher Level of Care</b>	<b>Dates</b>
<ul style="list-style-type: none"> <li>• Erika Alonso</li> <li>• Nicole Amado-Scaglione</li> <li>• Jesse Artega</li> <li>• Wendy Awuah</li> <li>• Christina Barben</li> <li>• Yakelin Barrientos</li> <li>• Tyler Bauer</li> <li>• Courtney Castor</li> <li>• Ashley Counterman O'Leary</li> </ul>	August 27, 2024 - June 30, 2025
<ul style="list-style-type: none"> <li><input type="checkbox"/> Shakeel Danwatta</li> <li><input type="checkbox"/> Elizabeth Davenport</li> <li><input type="checkbox"/> Lisa Davis</li> <li><input type="checkbox"/> Lauren DeVore</li> <li><input type="checkbox"/> Lisa Dylewski</li> <li><input type="checkbox"/> Daniel Engelhardt</li> <li><input type="checkbox"/> Johanna Ferrari</li> <li><input type="checkbox"/> Elda Gamella</li> <li><input type="checkbox"/> Amy McCann</li> <li><input type="checkbox"/> Sunisa McNamara</li> <li><input type="checkbox"/> Shannon Moldovany</li> <li><input type="checkbox"/> Angelica Muniz</li> <li><input type="checkbox"/> Lorraine Paugh</li> <li><input type="checkbox"/> Rosalba Riso</li> </ul>	

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<input type="checkbox"/> Jessica Ross <input type="checkbox"/> Donna Ratti <input type="checkbox"/> Yesenia Taylor <input type="checkbox"/> Dolores Voegele <input type="checkbox"/> Kelly Walters <input type="checkbox"/> Eve Zierold-Soares	
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J. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the substitute teacher stipend for the following paraprofessionals for the 2024 - 2025 school year, per contract language:

Employee/Position	Appointment	Annual Stipend
Erika Alonso	Substitute Teacher as needed	\$2,130
Lisa Dylewski	Substitute Teacher as needed	\$3,000
Angela Gonzales	Substitute Teacher as needed	\$2,130
Kelly Walters	Substitute Teacher as needed, pending issuance of certificate from NJDOE	\$3,000 stipend to be prorated based on actual start date

K. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following job descriptions:

Job Description	Attachments
8 <sup>th</sup> Grade Advisor	<b>ATTACHMENT 2</b>
Game Clock Operator	<b>ATTACHMENT 3</b>
National Junior Honor Society (NJHS) Advisor	<b>ATTACHMENT 4</b>
Track Head Coach	<b>ATTACHMENT 5</b>
Track Assistant Coach	<b>ATTACHMENT 6</b>

L. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following extra-curricular positions for the 2024-2025 school year:

<b>2024-2025 Extra-Curricular Appointments</b>
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Activity	Staff Member	Annual Stipend
Art Advisor	Denise Yadvish	\$3,690
Track - Head Coach	Shannon Zarembo	\$3,558

M. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the second reading and adoption of the following policies and regulations:

Number	Title	Attachments
P & R 3160	Physical Examination	<b>ATTACHMENTS 7 &amp; 8</b>
P & R 4160	Physical Examination	<b>ATTACHMENTS 9 &amp; 10</b>

N. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the first reading of the following policy:

Number	Title	Attachment
P 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisor/Assistants	<b>ATTACHMENT 11</b>

**Yes - 7    Abstain - 0    No - 0**

### **EDUCATION COMMITTEE – James Saltzman – Chair**

**Discussion: NA**

On motion by Mr. Koger, seconded by Mrs. Perna, and carried by the following roll call vote, approved the following resolutions:

- A. Resolved that the Board of Education approves the submission of the Student Safety Data System (SSDS) Report.
- B. Resolved that the Board of Education approves the 2024-2025 District Goals.

**ATTACHMENT 12**



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- C. Resolved that the Board of Education approves the 2024-2025 Remote/Virtual Instructional Plan. **ATTACHMENT 13**
  
- D. Resolved that the Board of Education approves the 2024-2025 Blanket Approval for Field Trips. **ATTACHMENT 14**
  
- E. Resolved that the Board of Education approves the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA). **ATTACHMENT 15**
  
- F. Resolved that the Board of Education approves the New Jersey School Boards Association (NJSBA) superintendent evaluation model for the 2024-2025 school year.
  
- G. Resolved that the Board of Education approves the following out-of-district (OOD) placements and costs for the 2024-2025 school year including transportation:

Student	Placement	Dates	Cost
#*****8815	Celebrate the Children 230 Diamond Spring Road Denville NJ 07834	September 1, 2024 - June 30, 2025	Tuition: \$98,252.00 Aide: \$38,570 Transportation: TBD
#*****5685	Celebrate the Children 230 Diamond Spring Road Denville NJ 07834	September 1, 2024 - June 30, 2025	Tuition: \$98,252.00 Extra Services: \$38,570.00 Transportation: TBD
#*****1904	Chancellor Academy 157 West Parkway Pompton Plains NJ 07444	September 1, 2024 - June 30, 2025	Tuition: \$93,207.45 Aide: \$44,254.00 Transportation: \$60,315.89
#*****4998	Northern Hills Academy 10 Gail Court Sparta NJ 07871	September 1, 2024 - June 30, 2025	Tuition: \$55,025.00 Transportation: <i>See the Explanation of Cost table below</i>
Student	Explanation of Cost		Cost
#*****4147	Cost of Run		\$52,007.40
#*****4998	Administrative Fee 5%		\$2,600.38

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<b>TOTAL</b>	<b>\$54,607.78</b>
<i>Note: OOD placement for student #*****4147 was previously approved at the June 17, 2024 BOE meeting.</i>	

- H. Resolved that the Board of Education approves transportation for the following Extended School Year (ESY) out-of-district students:

Student	Placement	Dates	Cost
#*****8815	Celebrate the Children 230 Diamond Spring Road Denville NJ 07834	July 1, 2024 - August 2, 2024	Transportation: \$477 per day Cost breakdown: <ul style="list-style-type: none"> <li>• AM run for both students and return trip for student #*****5685 - \$269 plus \$59 for an aide</li> <li>• PM run for student #*****8815 - \$119 plus \$30 for an aide</li> </ul>
#*****5685			

- I. Resolved that the Board of Education approves the second reading and adoption of the following policies and regulations:

Number	Title	Attachments
P 0141	Board Member Number and Term	<b>ATTACHMENT 16</b>
P 2200	Curriculum Content	<b>ATTACHMENT 17</b>
R 5200	Attendance	<b>ATTACHMENT 18</b>
P 5337	Service Animals	<b>ATTACHMENT 19</b>
P 5350	Student Suicide Prevention	<b>ATTACHMENT 20</b>
P & R 5440	Honoring Student Achievement	<b>ATTACHMENTS 21 &amp; 22</b>
P & R 7610	Vandalism	<b>ATTACHMENTS 23 &amp; 24</b>
P 8420	Emergency and Crisis Situations	<b>ATTACHMENT 25</b>
P & R 8467	Firearms and Weapons	<b>ATTACHMENTS 26 &amp; 27</b>

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**Yes - 7                      Abstain - 0                      No -**  
**0                      FINANCE/BUILDINGS & GROUNDS – John J. Friend, Chair**

**Discussion: NA**

On motion by Mr. Koger, seconded by Ms. Henry, and carried by the following roll call vote, approved the following resolutions:

- A. Resolved that the Board of Education approves the vendor payments dated July13, 2024 - July 31, 2024.

**ATTACHMENT 28**

Fund 10	Charter School/ER FICA Share	3,261.04
Fund 11	General Expense	414,483.14
Fund 12	Capital Outlay	15,556.47
Fund 20	Special Revenue	72,928.67
Fund 60	Cafeteria	8,479.74
Fund 95	Student Activities	0
<b>Total</b>		<b>514,709.06</b>

- B. Resolved that the Board of Education approves participation in the Joint Transportation Agreement with High Point High School for the school year 2024-2025 as follows:

Students	Route # - Destination - Dates	Cost
#*****1904	HPS-2102 – Chancellor Academy 9/1/2024 – 6/30/2025	57,443.70
#*****4147 #*****4998	HPS-2403 – Northern Hills Academy 9/1/2024 – 6/30/2025	52,007.40
	Administrative Fee 5%	5,472.55
	<b>TOTAL</b>	<b>114,923.65</b>

- C. Resolved that the Board of Education authorizes Parette Somjen Architects, LLC to submit the Preschool Facilities Expansion Grant on behalf of Franklin Borough School.

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- D. Resolved that the Board of Education approves \$12,646.60 to bring the remaining school lunch balances from the 2022-2023 and 2023-2024 school years to zero dollars.
- E. Resolved that the Board of Education approves the pneumatic contract with AME at a cost not to exceed \$18,480.
- F. Resolved that the Board of Education approves the Industrial Appraisal Company to complete a fixed asset revaluation in FY 2025 at a cost not to exceed \$500.
- G. Resolved that the Board of Education approves the purchase of a laminator for the mailroom at a cost not to exceed \$2,876.99.
- H. Resolved that the Board of Education approves the Office of Management and Budget (OMB) rate of .47 cents per mile for work-related travel reimbursement as set by the New Jersey Department of Treasury for FY 2025.
- I. Resolved that the Board of Education approves Eastern Data Comm to repair the damaged phone lines at Franklin Borough School, not to exceed \$2,000.
- J. Resolved that the Board of Education approves the purchase and installation of seven security cameras through DynTek/Arctiq at a cost of \$15,831.79.
- K. Resolved that the Board of Education approves a portion of the following paraprofessionals' salaries to be charged to the ESEA Title I-A grant in FY 2025:

Name	Amount	Percentage of Salary
Jesse Artega	\$10,000	57%
Meghan Arxer	\$10,000	57%
Christina Barben	\$10,000	57%
Matthew Cardnas	\$10,000	57%
Ashley Counterman O'Leary	\$10,000	57%
Johanna Ferrari	\$7,760	44%
Ann Grabkowski	\$10,000	56%
Betty Guzman	\$10,000	57%

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Diana Hetyei	\$10,000	57%
Johanna Mazzei	\$10,000	55%
Tori Rowe	\$10,000	57%
Megan Vanatta	\$10,000	57%
<b>TOTAL: \$117,760</b>		

- L. Resolved that the Board of Education approves a portion of the following paraprofessional’s salary to be charged to the IDEA Preschool grant in FY 2025:

Name	Amount	Percentage
Elizabeth Davenport	\$10,464	60%

- M. Resolved that the Board of Education approves the cost of meals for the 2024-2025 school year:

	Student	Reduced	Adult
<b>Breakfast</b>	1.70	\$0	2.45
<b>Lunch</b>	3.65	\$0	4.35

### ANNUAL APPOINTMENTS - FY 2024-2025

- N. Resolved that the Board of Education approves the FY 2024-2025 Annual Personnel Appointments, Authorizations, or Designations as listed below:

2024-2025 Appointments, Authorizations or Designations	Staff Member(s)	Annual Stipend
Appoint Affirmative Action Officer	<ul style="list-style-type: none"> <li>• Nicole Charpentier</li> <li>• Stephen Untisz</li> </ul>	N/A
Appoint 504 Compliance Officer	<ul style="list-style-type: none"> <li>• Nicole Charpentier</li> <li>• Stephen Untisz</li> </ul>	N/A
Appoint Title IX Coordinator	<input type="checkbox"/> Nicole Charpentier	N/A

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Appoint Harassment, Intimidation, and Bullying (HIB) Specialist	<input type="checkbox"/> Stephen Untisz	N/A
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O. Resolved that the Board of Education approves the following facility use requests for the 2024-2025 school year pending receipt of required paperwork and provided there are no conflicts with school activities:

Organization	Time/Date	Space/Cost
The Franklin Band	Tuesdays during the 2024-2025 school year from 7:00 p.m. - 9:30 p.m. <i>(Inclusive of set-up and clean-up)</i>  <b><i>Blackout dates to be determined</i></b>	<input type="checkbox"/> Auditorium <input type="checkbox"/> Access to music stands and 40 chairs

		<input type="checkbox"/> Access under the stage to store music and percussion equipment <input type="checkbox"/> <b>Cost:</b> N/A
	Holiday Concert on Sunday, December 15, 2024 from 1:00 p.m. - 4:00 p.m.	<input type="checkbox"/> Auditorium, vestibule outside of auditorium and gymnasium

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		<input type="checkbox"/> <b>Cost:</b> <ul style="list-style-type: none"> <li>○ Auditorium usage fee: No charge per Policy and Regulation 7510 - Use of School Facilities.</li> <li><i>(Note that Policy and Regulation 7510 - Use of School Facilities are currently under review and subject to change. The Franklin Band will be notified of any changes once they are approved by the Board of Education.)</i></li> <li>○ Custodial overtime fees: To be determined</li> </ul>
The Center for Prevention and Counseling - <i>Above the Influence</i>	From 2:30 p.m. - 4:00 p.m. on the following dates: <ul style="list-style-type: none"> <li>• October 7, 2024</li> <li>• November 11, 2024</li> <li>• December 9, 2024</li> <li>• January 6, 2025</li> <li>• February 10, 2025</li> <li>• March 10, 2025</li> <li>• April 7, 2025</li> <li>• May 12, 2025</li> </ul>	<input type="checkbox"/> Library <input type="checkbox"/> <b>Cost:</b> N/A
Cub Scout Troop 90	Select Wednesdays and various other dates and times from September 2024 through June 2025.	<input type="checkbox"/> Various classrooms, the cafeteria, the main gymnasium, the Zoom Room, and other areas as needed
	<i>School use dates and Blackout dates will be determined in conjunction with the Superintendent avoiding conflicts with school activities.</i>	<input type="checkbox"/> <b>Cost:</b> N/A

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No - 0                      Yes - 7                      Abstain - 0

**OLD BUSINESS: NA**

**NEW BUSINESS: NA**

### **OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD**

On motion by Dr. Saltzman, seconded by Mrs. Perna, and carried unanimously by voice vote, opened the meeting to the public for visitors to address the board.

The Board Secretary read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments on non-agenda items will be made in accordance with Policy 0167 - Public Presentation at Board meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please come to the microphone and state your name, municipality of residence, and/or group affiliation.

Please let the record reflect that the Board of Education does not endorse comments, nor will the Board of Education be held liable for comments made by a member of the public about a staff member or any other individual that may be considered defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comment, not to have a dialogue between the Board and the person speaking.

*Eve Zierold-Soares apologized to the Board of Education and thanked them for their support.*

On motion by Mr. Friend, seconded by Ms. Henry, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board.



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**EXECUTIVE SESSION: NA**

On motion by Dr. Saltzman, seconded by Ms. Henry, and carried unanimously by voice vote, adjourned the meeting at 7:37 p.m.

Respectfully submitted,

Carlos Sarmiento  
Business Administrator/  
Board Secretary