



**Lopatcong Township Board of Education  
Regular Meeting  
Minutes March 16, 2017**

**A. CALL MEETING TO ORDER, FLAG SALUTE, OPENING STATEMENT:  
6:00PM**

Adequate notice of this regular meeting of the Lopatcong Township Board of Education has been provided in accordance with the Open Public Meetings Act by publication of notice in the Express Times. A copy of the agenda has been filed with the Township Clerk and posted at both school locations.

- B. ROLL CALL** by Donna Tolley, Business Administrator  
Present: Ernest Gallant, Bob McFarlane, Pam Thomas, Debbie Hille, Gena James,  
Barbara Lance, Stephen Ruane, Matthew Herzer, and William Taggart  
Absent: None

**C. READING OF MISSION STATEMENT** Mrs. Roncoroni, Superintendent

The Lopatcong School District is committed to provide a safe, secure and supportive learning environment that challenges all students to meet or exceed developmentally appropriate expectations based on New Jersey Core Curriculum Content and Common Core State Standards through interactions with highly qualified and dedicated staff.

With community collaboration, the district will promote a positive atmosphere that acknowledges diversity and encourages students to be self-reflective and civically responsible.

By providing a comprehensive educational program using varied instructional strategies, recognizing individual differences, incorporating technology and digital literacy and encouraging critical thinking, the district will prepare students for college and careers in the 21<sup>st</sup> century.

**D. PRESENTATION:**

**1). Harrison Fox: Promising Young Writer:**

Harrison Fox wrote an essay about procrastination. It was a very light hearted essay about a student's daily life at school and at home. It poked fun at what kids think and do. It was very entertaining and well written.

**E. PUBLIC COMMENTS ON AGENDA ITEMS - None**

**F. REVIEW OF OFFICIAL CORRESPONDENCE:**

1). **Girl Scouts:** The Girl Scouts sent a thank you card to the Board of Education to thank them for the use of the facilities for their International Night event.

2). **NJQSAC Correspondence:**

Mrs. Roncoroni reviewed the March 9, 2017 NJQSAC letter regarding the District's recent interim review after the implementation of the district improvement plan from September 2016. Staff from the Warren County Office of Education conducted an interim review of the District's progress in the area of fiscal management. The results gave the five areas of review with their initial scores and then the updated scores after their visit. 1) Instruction and Program remained at 87%. 2). Governance remained at 100% 3). Operations remained at 95% 4). Personnel remained at 100%. 5). Fiscal Management was 76% and was revised to 94%. The District has satisfied at least 80% of the weighted indicators in each of the five areas of the NJQSAC review process. The District will be certified as providing a thorough and efficient system of education, for a period of three years or until the next scheduled QSAC review.

### G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS (Attachment)

February 21, 2017 – Regular Meeting Minutes

February 21, 2017 – Executive Session Minutes

**Voice Vote:**

**Motion:** by Mr. Robert McFarlane, second by Mrs. Gena James, motion carried, Vote: 9-0

### H. COMMITTEE REPORTS

a. Ad-hoc:

Mrs. Hille stated that the Committee did meet on February 28<sup>th</sup> to discuss the following ways to communicate with the public from the Board: Hand Outs and a section of the PTA Newsletter. The Committee also discussed the health fair.

b. Education : - None

c. Facilities and Technology: - None

d. Finance:

Mr. Ruane stated that the Committee had a meeting on March 7<sup>th</sup> to review that 2017-2018 Tentative Budget now that the state aid figures were announced and no substantive changes were made since the State Aid was flat except for the increase in School Choice Aid due to our increase from 12 to 15 students.

- e. Negotiations:  
Mr. McFarlane stated that the Committee did meet on March 16<sup>th</sup> to discuss the 2017-2018 contractual issues related to the 2017-2018 Tentative Budget being voted on this evening. The Committee has scheduled a second meeting on March 28<sup>th</sup> to complete the 2017-2018 contract issues.
- f. Policy:  
Mr. William Taggart stated that there has been another Alert 211 issued with more policies that need to be amended and some new ones to be reviewed and approved for the first time. He will forward them out to the Board members for review.

**I. FINANCE**

Mrs. Tolley handed out a brief overview of the tentative budget with a three year comparison for the board and public. It showed 2015-2016 thru 2017-2018 changes over that same period: total revenue and expenses; percentage of salary increases; total budgetary comparative cost per pupil; and tax levy percentage increases. The 2017-2018 budget is: \$18,217,318.00 with a salary increase of 2.25%; a tax levy increase of 2.29%; Phillipsburg tuition rate of \$14,939 per student; and benefits as a percentage of salaries at 42.85%.

*Resolutions R-265-17 through R-270-17 will be moved in one roll call*

**R-265-17 Authorization for Payment of Bills (Attachment)**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the bill’s list as submitted for the period February 22, 2017 through March 16, 2017 be approved as recommended by the Superintendent and School Business Administrator.

<b>Fund 10 – Current Expense</b>	<b>\$ 1,499,972.66</b>
<b>Fund 20 – Special Revenue</b>	<b>14,373.50</b>
<b>Fund 30 – Capital Outlay</b>	<b>0.00</b>
<b>Fund 40 - Debt Service</b>	<b>0.00</b>
<b>Fund 60 – Food Service</b>	<b>22,205.32</b>
<b>Fund 62 - Enterprise Fund (After Care)</b>	<b>\$ 3,199.96</b>
<b>Grand Total</b>	<b>\$ 1,539,751.44</b>

**R-266-17 Line Item Transfers for February 2017 (Attachment)**

**BE IT RESOLVED**, that the Board of Education approve the budget transfers as listed in the attachment for the 2016-2017 School Year.

**R-267-17 Report of the Treasurer and Board Secretary for February, 2017 (Attachment)**

**BE IT RESOLVED**, that the Board of Education accept the Treasurer and Board Secretary’s Financial Reports for the month of February, 2017 revised as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment.

**R-268-17 Certification of Fund Balances**

**BE IT RESOLVED**, that pursuant to N.J.A.C. 6A:23A-16.10(b), the Board of Education certify that as of March 16, 2017, after review of the Secretary’s monthly financial reports for February 2017 (appropriations section), and upon consultation with the appropriate district officials, shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16:10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year and we request the Board Secretary to addend a copy of the Secretary’s Report to the minutes.

**R-269-17 Line Item Transfers for March 2017 for the Aftercare Maint.**

**BE IT RESOLVED**, that the Board of Education upon recommendation of the Superintendent, approve the budget transfers to cover 1 hour a day for the aftercare program for the maintenance cost of cleaning after the program’s conclusion. Transfer of \$51.67 x 23 days in the amount of \$ 1,188.41.

**R-270-17 Approve Tentative 2017-2018 School District Budget:**

**BE IT RESOLVED**, that the Board of Education upon recommendation of the Superintendent, approve the Tentative 2017-2018 School District Budget with healthcare cost adjustment in the amount of \$18,217,318.00 to be submitted to the Warren County Office of the Department of Education for approval as follows:

<b>FUND</b>	<b>TAX LEVY</b>	<b>TOTAL</b>
<b>Fund 10 – General</b>	<b>\$ 13,176,071.00</b>	<b>\$ 16,904,986.00</b>
<b>Fund 20 – Special Revenue</b>	<b>\$ 0.00</b>	<b>\$ 219,000.00</b>
<b>Fund 30 – Capital Outlay</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Fund 40 - Debt Service</b>	<b>\$ 883,234.00</b>	<b>\$ 1,093,332.00</b>
<b>Grand Total</b>	<b>\$ 14,059,305.00</b>	<b>\$ 18,217,318.00</b>

**Roll Call:** by Donna Tolley, Business Administrator

**Motion:** by Mrs. Gena James, second by Mr. Stephen Ruane, all motions carried, **Vote: 9-0**  
**Except for R-270-17 Tentative 2017-2018 School District Budget which failed Vote: 4-5.**  
**( Mr. Herzer, Mrs Lance, Mrs Hille, Mr. McFarlane and Mrs. Thomas all Voted No)**

Mr. Gallant stated that we will continue with remainder of board meeting agenda and go back to the Budget with further discussion at the end of the meeting, since we must vote on it this evening to submit to the County Office by Monday, March 20, 2017 due date.

**J. EDUCATION**

*Resolutions R-271-17 through R-282-17*

**R-271-17 Permission to Hire Staff**

**BE IT RESOLVED**, that the Board of Education hereby authorizes the Superintendent to take appropriate action to effectuate any necessary emergent hires in order to address any unfilled summer positions, unanticipated resignations and/or retirements that may occur between today and the date of the next Board meeting so that the District's schools are appropriately staffed to provide support and instruction during the 2016-2017 school year. Any such emergent hires are subject to ratification and approval by the Board at its next regularly scheduled meeting.

**R- 272-17 Approve Extended Medical Leave**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the extended medical leave of Margaret Fehnel beginning on January 9, 2017 using a combination of sick and personal days through February 8, 2017, then unpaid days until her return to work on or about May 10, 2017 for the 2016-2017 school year.

**R-273-17 Approve Resignation of Medical Leave Replacement:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the resignation of Courtney Compton as long term sub for Margaret Fehnel effective March 31, 2017.

**R- 274-17 Approve Hiring Full-Time Spanish Teacher:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Patricia Hernandez from Part-Time (0.5 FTE) to Full-Time Spanish Teacher upon certification (replaced L. Cushing retirement) beginning on April 1, 2017 on BA Step Z in the amount of \$48,050.00 pro-rated as per the Collective Bargaining Agreement for the 2016-2017 school year.

**R-275-17 Approve Volunteers for 2016-2017**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the list of Volunteers for the 2016-2017 school year as follows:

- Nigro, Tom                 School Activities
- Nigro, Brittany         School Activities

**R-276-17 Employee Travel and Expense Reimbursement:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve employee travel and expense reimbursement as follows:

- |                |          |                 |                  |
|----------------|----------|-----------------|------------------|
| E Gallant      | 4/7/17   | NJSBA P/R Forum | West Trenton, NJ |
| P. Thomas      | 4/7/17   | NJSBA P/R Forum | West Trenton, NJ |
| B. Lance       | 4/7/17   | NJSBA P/R Forum | West Trenton, NJ |
| A. Sodtaltbers | 4/7/2017 | WCSCA Meeting   | Belvedere, NJ    |
| S. Conner      | 4/7/2017 | WCSCA Meeting   | Belvedere, NJ    |

**R-277-17 Approve Student Teacher Observation Hours: WCCC:**

**BE IT RESOLVED**, that the board of Education, upon recommendation by the Superintendent, approve Jacqueline Maceda, a Warren County Community College student, to receive 20 hours of osbervation experience in District beginning on or about March 1, 2017 through May 31, 2017 for the 2016-2017 school year.

**R-278-17 Approve ABA Services Vendor:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve ABA Child Developmental Center, LLC to provide ABA services begining on March 6, 2017 for the Elementary and Middle School at the rate of \$50/hr or as noted for the 2016-2017 school year.

**R-279-17 Approve Educational Services Vendor:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve Professional Education Services, Inc to provide educational services (homebound) begining on March 2, 2017 at the rate of \$39/hr for the 2016-2017 school year.

**R-280-17 Approve HIB Report (Attachment):**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the HIB Report from February 21, 2017 through March 10, 2017 for the 2016-2017 school year.

**R-281-17 Accept NJQSAC DPR Interim Results:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, accept and approve the NJQSAC District Performance Review (DPR) - Interim Results dated March 9, 2017. The Lopatcong Township School District has satisfied each of the five areas of the QSAC review process and has been designated as “High Performing”.

**R-282-17 Accept NJQSAC SOA for 2016-2017:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, accept and approve the NJQSAC Statement of Assurances for 2016-2017.

**Roll Call:** by Donna Tolley, Business Administrator

**Motion:** by Mr. Stephen Ruane, second by Mrs. Pam Thomas, motion carried, **Vote: 9-0**  
**(Mrs. Pam Thomas Abstained from just her own travel)**

**K. FACILITIES & TECHNOLOGY**

***Resolutions R-283-17***

***R-283-17 Approve Facilities Use Request***

***BE IT RESOLVED***, that the Board of Education, upon recommendation by the Superintendent, approve facilities use requests as follows:

<i>Organization</i>		<i>Date</i>	<i>Building</i>	<i>Fees</i>		
<i>NORWESCAP</i>	<i>15 Child Break</i>	<i>3/29/17</i>	<i>ES MPR</i>	<i>No Fee</i>		
<i>Rainie Roncoroni</i>	<i>Health-Wellness Fair</i>	<i>05/23/17</i>	<i>MS Gym &amp; Hallways</i>	<i>No Fee</i>		

**Roll Call:** by Donna Tolley, Business Administrator

**Motion:** by Mr. Stephen Ruane, second by Mr. Matthew Herzer, motion carried, **Vote: 9-0**

**L. POLICY**

***Resolutions R-284-17 through R-285-17***

**R-284-17 Approve FIRST Reading of Revised Policies and Regulations:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the FIRST reading of the revised Policies and Regulations:

2460/R-2460 – Special Education

R-2460.01 – Special Education – Location, Identification and Referral

R-2460.08 – Special Education – Free and Appropriate Public Education

R-2460.09 – Special Education – Transition from Early Intervention Programs to  
Preschool Programs

R-2460.16 – Special Education – Instructional Material for Blind or Print-Disabled Students

2467 – Surrogate Parents and Foster Parents

**R-285-17 Approve FIRST Reading of New Policies and Regulations:**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the FIRST reading of the new Policies and Regulations:

R2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

**Roll Call:** by Donna Tolley, Business Administrator

**Motion:** by Mr. Robert McFarlane, second by Mrs. Gena James, motion carried, **Vote: 9-0**

**M. ADMINISTRATOR’S REPORT:**

Mrs. Roncoroni updated the board on the two day bullying assembly held for the Elementary and Middle school students as well as the evening parent assembly. The presenter met with each grade level individually and gave an age appropriate assembly to those students. He joined them for their lunch period and met with them in small groups to address issues that were on their minds. Surveys were done prior to the sessions. He also completed his visit by meeting with a leadership group from the 7<sup>th</sup> and 8<sup>th</sup> grade student body to encourage the movement throughout the schools. He talked about role models and had the student take pledges. He also provided follow-up curriculum to continue to keep the subject matter in their minds on a daily basis.

Mrs. Kondikoff stated that the Kindergarten had a family fun night where at least half of the parents participated in the event. ELL students will be taking Access 2.0 testing end of February to the first week of March. The results should be back by end of school in July. The marking period ends April 4<sup>th</sup> and report cards will be available by April 12<sup>th</sup>.



Mrs. Roncoroni mentioned that the Education Committee had met to discuss how we were going to give back snow days that had not been taken in the calendar. Now that this recent storm closed school on Friday, March 10<sup>th</sup> and again Tuesday and Wednesday March 14<sup>th</sup> and 15<sup>th</sup>, the need to give back days is no longer necessary. We have now used all our snow days and the school calendar will remain as is with the last day of school for students and staff on June 15<sup>th</sup>.

**N. LEGISLATIVE UPDATES:**

Mr. Herzer reviewed that latest legislative updates: 1). Financial funding for lead testing in schools 2). Homeless student costs 3). Textbooks for everyone 4). Gas Tax Exemption and 5). Computer Science Endorsement certification for grades 7-12.

**O. REPORT FROM PHILLIPSBURG BOARD OF EDUCATION REPRESENTATIVE:**

Mr. Gallant stated that the Phillipsburg Board meet on Monday to approve their 2017-2018 budget with a 4% tax levy increase. They were closed due to this latest storm on Tuesday, Wednesday, and Thursday March 14, 15, and 16.

**P. ITEMS OF EMERGENT NATURE: - None**

Comments by Board of Education members

1). Student Achievement:

**Q. PUBLIC COMMENTS**

Pursuant to the Open Public Meetings Act, the Board has set aside two portions of this meeting for public comment. Specifically, during both the "Public Comment on Agenda Items" and the "Other Public Comments" sections noted on the agenda, this meeting will be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the Township of Lopatcong. In that respect, please limit your comments or questions during the "Public Comment on Agenda Items" to agenda items only, and save any other questions or comments that you may have for the "Other Public Comments" portion of the meeting.

During both portions of the meeting, the Board requests that the following procedures be observed:

1. Any person who wishes to speak must wait until they have been recognized by the presiding Board Officer;
2. Before beginning, each speaker must state their name and address and, if speaking on behalf of an organization, the name of that organization;
3. Each speaker is limited to one (1) opportunity to speak during each of the two (2) portions that have been set aside;
4. Each speaker is limited to three (3) minutes in length so that other members of the public who wish to speak may have an opportunity to do so. Additional time may be afforded to a speaker at the sole discretion of the presiding Board Officer;
5. The presiding Board Officer will advise each speaker when the three (3) minute period has expired;
6. Out of respect for other members of the public that may wish to speak, the Board requests that each speaker cede the floor to the next member of the public as soon as they finished making their respective comment(s) and/or when their allotted time has expired; and
7. If your questions or comments pertain to litigation, student or personnel matters, the Board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public.

Mr. John Betz commented about the 2017-2018 Tentative Budget that the revenue and expense detail should be reviewed and that the information should be provided to everyone for review not

just the committee.

Mr. Gallant stated that the Finance Committee held several meetings and did meet in small groups with all board members this year to make sure that they were informed of the process that was taken and decisions that had been made to arrive at the 2017-2018 Tentative Budget that was on the agenda this evening. This was the first time that additional meetings were held with non-committee members.

Mrs. Theresa Duaine asked what was the High School Tuition for this year?

Ms. Tolley stated that it was \$14,574 for this year and \$14,939 for 2017-2018.

Mrs. Yvette Day talked about the importance of the two day bullying assembly and how her organization would like to do other collaborative efforts with the district that will be beneficial for the children and the community. The LWA also wanted to thank the custodial staff for their extra efforts this past week during the snow storm in helping prepare for the wrestling tournament that was scheduled this past Saturday. We were so glad for the extra help so that we did not have to cancel the tournament on such short notice.

Mrs. Theresa Duaine stated that the budget version that was presented last month showed a deficit of \$263,000. If we had to cut that amount to balance the budget, does Phillipsburg Board of Education really understand how they financially impact us? Are we able to sustainable year after year?

Mr. Ruane replied that yes the report showed the district's budget rolled from this year to next year would result in a deficit of \$263,000. The District is running as lean as possible. The high schools continued increases in tuition have significant impacts on our budget. They will be nearing \$16,100 per student and their most certainly be cuts and again next year as well. The High School can bill to a maximum to balance their budget. We can only increase our tax levy to bring in new revenue up to 2% on the Lopatcong residents, but the send/ receive relationship for Phillipsburg can exceed the 2% cap for tuition. This is a major draw on our budget that is out of our control.

Mr. Ruane replied are we sustainable? Not yet. The high school will level out in two to three years and we can expect that. We must keep building up our reserves to maintain. Unless something else happens with Governor Christie giving his 100 days to work on school funding formula. We will need material changes made in the process.

Mr. Ruane replied that yes the high school knows how they impact us, but it is only us that seem to be having a significant negative impact. This is not impacting Pohatcong, Greenwich, or Bloomsbury in the same way.

Mr. Gallant stated that the Phillipsburg Board was very aware of our situation and was very understanding of how their decision on tuition affect us. The tuition could have been much higher.

Mr. John Betz commented that the \$263,000 deficit was exactly the amount that the township was

increasing their residential bills.

Mrs. Thomas stated that Mr. Gallant, Mr. Taggart, and other board members are all trying to get the word out and hit all angles of legislature, senate and representatives on how the funding formula is negatively affecting our educational programs and the need for changes. They have testified in legislative meetings to inform the representatives of how they impact us.

Mr. Gallant stated that the finance committee held several meetings to include all members of the board to keep them informed of the budget and we will make an effort to improve the process.

Mrs. James stated that we met in small groups to make sure everyone was on board during the vote. Mr. Herzer only asked for back up information today when the agenda was posted last Thursday.

Mrs. Thomas stated that after the final Finance meeting last week there should have been something handed out to all board members.

Mrs. Lance stated that she had not seen anything until tonight.

**R. EXECUTIVE SESSION: 7:01PM**

**WHEREAS**, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

**WHEREAS**, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

**BE IT RESOLVED** by the Lopatcong Township Board of Education, that it is necessary to meet in executive session to discuss certain items involving:

- **HIB** Personnel, Negotiations and Student Matters

**BE IT FURTHER RESOLVED** that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

**FURTHER RESOLVED** that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

**Voice Vote:**

Motion: by Mrs. Pam Thomas, second by Mr. Robert McFarlane, to go into executive session at 7:01 p.m. **Vote: 9-0**

**S. RECONVENE PUBLIC SESSION: 7:30PM**

**Voice Vote:**

Motion: by Mr. Robert McFarlane, second by Mr. Stephen Ruane, to leave executive session at 7:30 p.m **Vote: 9-0**

**Discussions:**

Upon returning back to public session Mr. Ruane reviewed the budget with the full board. The Tax Levy increase was 2.29% which is 2% maximum plus a healthcare adjustment. The tuition from Phillipsburg was \$14,939 per student an increase of 2.5% for 2017-2018 with a refund adjustment from 2015-2016 of (\$102,860.10). The state aid was flat except for a \$32,664 increase for School Choice due to an increase in students from 12-15.

Mrs. Lance asked if we had budgeted Extraordinary Aid. Mrs. Tolley said yes, but much less than historically due to changes in enrollment.

Mr. Herzer asked Mr. Ruane if the Board was considering moving the election back to April so that the public could once again vote on the school budget after April 2018. Mr. Ruane stated that we had not discussed it. He stated that he was once for it, but has since been reconsidering after reading the individual statute restrictions. The committee would have to discuss it.

Mr. Ruane asked if there were any further questions on the Tentative Budget prior to voting. There were no additional questions so Mr. Gallant asked for a motion to vote on the budget resolution.

*Resolutions R-270-17 will be moved in one roll call*

**R-270-17 Approve Tentative 2017-2018 School District Budget:**

**BE IT RESOLVED**, that the Board of Education upon recommendation of the Superintendent, approve the Tentative 2017-2018 School District Budget with healthcare cost adjustment in the amount of \$18,217,318.00 to be submitted to the Warren County Office of the Department of Education for approval as follows:

FUND	TAX LEVY	TOTAL
Fund 10 – General	\$ 13,176,071.00	\$ 16,904,986.00
Fund 20 – Special Revenue	\$ 0.00	\$ 219,000.00
Fund 30 – Capital Outlay	\$ 0.00	\$ 0.00
Fund 40 - Debt Service	<u>\$ 883,234.00</u>	<u>\$ 1,093,332.00</u>
<b>Grand Total</b>	<b>\$ 14,059,305.00</b>	<b>\$ 18,217,318.00</b>

**Roll Call:** by Donna Tolley, Business Administrator

**Motion:** by Mr. Stephen Ruane, second by Mrs. Gena James, motion carried, Vote: 9-0

Mr. Ruane and Mrs. Roncoroni discussed the GXP MOU with the full board. The County Office is still looking for our official notification and purchase order participate in the project. Mr. Ruane is still concerned about the “pro-rata” clause in the document. The initial costs were to set up the site plans per floor for a cost of \$800 per floor or \$2,400.

(Mrs. Debbie Hille Left the Meeting at 7:50PM)

Continued discussion on the GXP MOU and the project. The \$750 maintenance fee will be billed annually and will start next year. The floor plans for both buildings need to be sent to the prosecutor’s office to be scanned. Mrs. Tolley will arrange a conference call in the morning to finalize some questions and start the process.

**T. ADJOURNMENT: 8:02 PM**

**Voice Vote:**

Motion: by Mr. Stephen Ruane, second by Mrs. Gena James, to adjourn the meeting at 8:02 p.m Vote: 8-0

Respectfully Submitted:

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Donna Tolley, Board Secretary