

Pine Hill Board of Education Meeting
Tuesday, September 12, 2023 - 6:30pm

PINE HILL BOARD OF EDUCATION
1003 Turnerville Road
Pine Hill, NJ 08021

WELCOME TO OUR CITIZENS

Welcome to our meeting of the Pine Hill Board of Education. Attached you will find a copy of the agenda for this evening's meeting. As you can see, it contains topics of vital concern for our children, staff, and all our citizens.

The primary responsibility of the Board of Education is to establish policy for the operation of the schools and the education of all children in the district. Our job is not to administer the schools, but to see that the schools are administered well.

As required by the Open Public Meeting Act, also referred to as the Sunshine Law, all meetings of the Board of Education, with certain exceptions, must be open to the public. The Board of Education welcomes your participation at our meetings. Should you desire to address the Board, please wait until the President opens the floor for public statements or discussion. This generally occurs before and after the business portion of the meeting. Once the floor is open, raise your hand and await recognition by the President of the Board. State your name and address and direct your remarks to the President, unless directed to do otherwise.

We wish to also note that our administration and staff are available to help you. Please feel free to call upon them with any questions or concerns you might have about the day-to-day operation of the schools.

Board of Education
Pine Hill Public Schools

MISSION STATEMENT

The Pine Hill School District, in partnership with parents and the community, is dedicated to educating all students in a safe, nurturing environment in order to develop productive citizens who are committed to lifelong learning. Additionally, it is the expectation of this school district that all pupils achieve the New Jersey Student Learning Standards at all grade levels.

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BOARD OF EDUCATION

Martin Mendetta- **President**

Christine Boyd-**Vice President**

Heather Cathrall

Angela Cooper

Felix James

Patricia Knott

Angela Kosar

Sharon Young

Randy Freiling, Clementon

Kimberly Reed, Berlin Township

Dr. Melissa Williams, **Superintendent**

Dr. Cherie Bratty, **School Business Administrator/ Board Secretary**

The Pine Hill Board of Education is an Equal Opportunity Employer

PINE HILL BOARD OF EDUCATION

Date: Tuesday, September 12, 2023
Time: 6:30 PM
Place: Overbrook High School Media Center

I. CALL TO ORDER

II. SALUTE TO THE FLAG

III. SUNSHINE STATEMENT

Public notice of this meeting pursuant to the Open Meeting Act has been given by the Board Secretary in the following manner: Posting written notice at the John H. Glenn School, Dr. Albert M. Bean School, Pine Hill Middle School, and Overbrook High School, Central Administration Building and the Pine Hill Borough Hall; written notice to the Courier Post; written notice with the Clerk of Pine Hill Borough on December 16, 2022.

IV. ROLL CALL

V. CAUCUS REQUESTED - None

VI. PRESENTATIONS-

1. Student Recognition-
Gabriela Fletcher: NHRA
John Ekar: NAARA

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2. Introduction of New Staff
3. Alumni Recognition Proposal

VII. OPEN MEETING TO THE PUBLIC

1st _____ 2nd _____ - Voice Vote

The Pine Hill Board of Education welcomes and values input from the community. The public comment portion of the board meeting is the time when any member of the public can share their thoughts directly with the board. At the same time, the board encourages members of the public to bring specific, individual issues to the attention of the administration first. Anyone who wishes to speak has five minutes to make their comments. Please keep your comments respectful, not defamatory, and suitable for a meeting of a public body, topics at this time will be ***agenda items only***. When you approach, please begin by stating your name and address.

VIII. CLOSE MEETING TO THE PUBLIC

1st _____ 2nd _____ - Voice Vote

IX. COMMITTEE REPORTS

1. AD HOC Committee – Operations/ Policy
Ms. Young, Ms. Cooper, Mr. James
2. AD HOC Committee – Finance
Mr. Mendetta, Ms. Cooper, Mr. Freiling, Ms. Reed Mr. James
3. AD HOC Committee – Negotiations
Ms. Kosar, Ms. Cooper, Mr. Mendetta, Mr. Freiling
4. AD HOC Committee – Education/ HR
Ms. Boyd, Ms. Cathrall, Mr. Freiling, Ms. Kosar, Ms. Reed
5. AD HOC Committee – Governance
Mr. Freiling, Ms. Boyd, Ms. Cathrall, Mr. Mendetta

X. LIAISON REPORTS

1. Camden County Educational Services Commission – Mr. James
2. Camden County School Boards Association – Ms. Boyd, Ms. Kosar- Alternate
3. NJ School Boards Association – Mr. Mendetta, Ms. Cathrall- Alternate
4. PTO – Ms. Cathrall(Glenn/ Bean), Ms. Boyd(PHMS)
5. HS Student Representative(s): Mackenzie Farally, Gabriella Fletcher

XI. SUPERINTENDENT'S REPORT

A. Personnel

The Superintendent recommends approval of the following items:

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1st _____ 2nd _____ Roll Call

1. Leave of Absences - Be it resolved that the employees listed below be approved for a leave of absence, with/without pay in accordance with the data presented.

a. Grades PreK-8th:

<u>Employee No.</u>	<u>Employee Leave</u>	<u>Sick, Personal, Vacation</u>	<u>Federal Family Medical Leave</u>	<u>NJ Medical Leave Act</u>	<u>Unpaid</u>
0311*	Intermittent 9/6/23-9/30/23		Intermittent 9/6/23-9/30/23		

*ratify

b. Grades 9th-12th:

<u>Employee No.</u>	<u>Employee Leave</u>	<u>Sick, Personal, Vacation</u>	<u>Federal Family Medical Leave</u>	<u>NJ Medical Leave Act</u>	<u>Unpaid</u>
1606*	9/1/23-9/15/23		9/1/23-9/15/23		9/1/23-9/15/23
1902	10/5/23-11/3/23			10/5/23-11/3/23	10/5/23-11/3/23
1990	11/2/23-1/12/24			11/2/23-1/12/24	11/2/23-1/12/24

*ratify

2. Separation of Employment - Be it resolved the separation of employment of the following employee(s) be approved for the reasons listed and all resignations listed and hereby accepted on the dates listed below.

a. Grades PreK-8th:

<u>Employee Name</u>	<u>School</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Lisa Bariana	BEN	Special Ed. Teacher	10/13/23	Resignation
Catherine Dewitt*	GLN	P/T Instructional Aide	9/1/23	Retirement
Allison Egizi	GLN	4th Grade Teacher	10/20/23	Resignation
Autumn Gallagher*	BEN	P/T Instructional Aide	9/1/23	Resignation
Kimberly Soltys	BEN	Full Day Instructional Aide	9/8/23	Rescind offer of employment

*ratify

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b. Grades 9th-12th:

<u>Employee Name</u>	<u>School</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Helen Flaherty	OHS	F/T Custodian	9/15/23	Resignation
Rebecca Moran	OHS	School Nurse	11/3/23	Resignation
<i>Maria Panvini</i>	OHS	Theater Arts Teacher	11/10/23	Resignation

*ratify

c. District:

<u>Employee Name</u>	<u>School</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Cristobal Rodriguez*	District	F/T Custodian	9/11/23	Resignation
Michael Hughes*	District	Bus Driver	9/1/23	Resignation

*ratify

3. New Hire - Be it resolved that the persons listed be approved as of the 2023-2024 school year in accordance with the data presented.

a. Grades PreK-8th:

<u>Employee Name</u>	<u>Replacement of</u>	<u>School</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Step</u>	<u>Salary</u>	<u>Account No.</u>
Colleen Frazee*	Jessica Castanon	BEN/ GLN	Media Specialist	9/5/23	I, BA	\$60,564	11-000-222-100-00 -10-GLN 11-000-222-100-00 -20-BEN
Andrea Garcia*	n/a	GLN	Lunch Aide	9/6/23	n/a	\$14.13/hr .	11-000-262-107-00 -10-GLN
Ciera Jones	n/a	BEN	Lunch Aide	TBD pending completion of paperwork	n/a	\$14.13/hr .	11-000-262-107-00 -20-BEN
Nicolette Leadley	n/a	GLN	Lunch Aide	TBD pending completion of paperwork	n/a	\$14.13/hr .	11-000-262-107-00 -10-GLN
Ashley Marsh	Alysia Reeder	BEN	LTS Kindergarten Teacher	TBD pending completion of paperwork	C, BA	\$54,434	11-110-100-101-00 -BEN
Giah Mackintosh*	Angelina Detres	PHM	LTS Spanish Teacher	9/1/23	C, BA	\$54,434	11-130-100-101-30 -PHM
Cristina Miller	n/a	BEN	P/T Instructional Aide	TBD pending completion of	1	\$9,830	11-190-100-106-00 -20-BEN

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				paperwork			
Monica Thompson*	n/a	PHM	LTS Science Teacher	9/1/23	C, BA	\$54,434	11-130-100-101-30-PHM
Emily Trant	n/a	BEN	Lunch Aide	TBD pending completion of paperwork	n/a	\$14.13/hr	11-000-262-107-00-20-BEN
William Bilger	James Parker	District	Maintenance	TBD pending completion of paperwork	Step 4	\$51,327	11-000-262-100-00-00-OPR

*ratify

b. Grades 9th-12th:

<u>Employee Name</u>	<u>Replacement of</u>	<u>School</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Step</u>	<u>Salary</u>	<u>Account No.</u>
James Firn	Crystal Shinkunas	OHS	German Teacher	10/31/23	K, BA	\$65,714	11-140-100-101-60-OHS
Luciano Muniz	Deborah Vittorelli	OHS	Bus Driver	TBD pending completion of paperwork	n/a	\$28,000	11-000-270-160-00-00-BUS
Emily Story*	Stephanie Jennetta	OHS	English Teacher	9/1/23	I, MA+15	\$65,706	11-140-100-101-60-OHS

*ratify

c. District:

<u>Employee Name</u>	<u>Replacement of</u>	<u>School</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Step</u>	<u>Salary</u>	<u>Account No.</u>
Daniel Aune	Helen Flaherty	District	F/T Custodian	TBD pending completion of paperwork	1	\$35,433	11-000-262-100-00-OPR
Helen Flaherty		District	P/T Cleaner	9/18/23	n/a	\$14.13/hr.	11-000-262-100-00-OPR
Elijah Howard		District	P/T Cleaner	9/18/23	n/a	\$14.13/hr.	11-000-262-100-00-OPR

4. Salary Adjustment - Be it resolved that the staff member listed below has shown evidence to be moved on the salary guide in accordance with the data presented.

a. Grades PreK-8th: None

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b. Grades 9th-12th:

<u>Staff Member</u>	<u>School</u>	<u>Position</u>	<u>Adjusted Step</u>	<u>Adjusted Salary</u>	<u>Effective Date</u>	<u>Account No.</u>
Casey Binkley*	OHS	Math Teacher	L, MA	\$72,958	9/1/23	11-140-100-101-00-60-OHS
Valerie Damiri*	OHS	Math Teacher	H, MA	\$62,278	9/1/23	11-140-100-101-00-60-OHS
Pia Paolo*	OHS	Math Teacher	P, MA+60	\$99,300	9/1/23	11-140-100-101-00-60-OHS
Kenneth Siano*	OHS	PE Teacher	H,MA	\$62,278	9/1/23	11-140-100-101-00-60-OHS

*ratify

5. Athletic Positions - Motion to approve the following athletic positions for the 2023-2024 School Year. Stipends may be reduced due to a shortened season from a pandemic, to be negotiated with PHEA.

a. Grades PreK-8th: None

b. Grades 9th-12th:

<u>Name</u>	<u>School</u>	<u>Sport</u>	<u>Season</u>	<u>Stipend</u>	<u>Account No.</u>
Steve Mitchell	OHS	Head Boys Track	Winter	\$6500	11-402-100-100-51-60-ATH
Davante Parker	OHS	Head Girls Track	Winter	\$6500	11-402-100-100-51-60-ATH
Patrick Jermyn	OHS	Asst Basketball	Winter	\$4850	11-402-100-100-51-60-ATH
Jordan Johnson	OHS	Volunteer Football	Fall	N/A	N/A
Marques DeShields	OHS	Volunteer Football	Fall	N/A	N/A
Autumn Passarello	OHS	Clock Operator	23-24	\$48 per event	11-402-100-100-51-60-ATH
Frank Wilczynski	OHS	Weight Room Supervisor	Winter	\$1650	11-402-100-100-51-60-ATH
Emily Story	OHS	Asst Field Hockey	Fall	Pro Rate \$33 per hour	11-402-100-100-51-60-ATH
Ricky Edwards	OHS	Event Staff	23-24	\$48 per event	11-402-100-100-51-60-ATH
Michael Fryer	OHS	Event Staff	23-24	\$48 per event	11-402-100-100-51-60-ATH
Michael Fryer	OHS	Clock Operator	23-24	\$48 per event	11-402-100-100-51-60-ATH

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Chris Prescott	OHS	Volunteer Cross Country	Fall	N/A	N/A
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6. Extra Curricular Advisors - Be it resolved that the Extra Curricular Advisors listed below be approved for the 2023-2024 School Year. Stipends may be reduced due to shortened meeting times from COVID-19, to be negotiated with PHEA.

a. Grades PreK - 8th:

Position	Building	Staff Member	Stipend	Account No.
Band Director	PHM	Erica Burr	\$2020	11-401-100-100-51-30-ATH
National Jr. Honor Society	PHM	Stephanie Kelly	\$1625	11-401-100-100-51-30-ATH
Academic Pride	PHM	Abigail Godfrey	\$1000	11-401-100-100-51-30-ATH
Academic Pride	PHM	Quinn Reynolds	\$1000	11-401-100-100-51-30-ATH
Newspaper	PHM	Kathryn Davis	\$900	11-401-100-100-51-30-ATH
Art Club	PHM	Lynne Kells	\$750	11-401-100-100-51-30-ATH
Bowling Club	PHM	Christina Dooling	\$750	11-401-100-100-51-30-ATH
Bowling Club	PHM	Margo Ocasio	\$750	11-401-100-100-51-30-ATH
Debate Club	PHM	Denise Vuono	\$750	11-401-100-100-51-30-ATH
Debate Club	PHM	Janelle Michalowski	\$750	11-401-100-100-51-30-ATH
Drama Club	PHM	Rachel Davis	\$750	11-401-100-100-51-30-ATH
Drama Club	PHM	Margo Ocasio	\$750	11-401-100-100-51-30-ATH
Money Matters Club	PHM	Rachel Davis	\$750	11-401-100-100-51-30-ATH
Multicultural Club	PHM	Tracey Rosa	\$750	11-401-100-100-51-30-ATH
Poetry Club	PHM	Carmen Grasso	\$750	11-401-100-100-51-30-ATH
Safety Club	PHM	Renee Gilson	\$1650	11-401-100-100-51-30-ATH
STEM Club	PHM	Jordan Brennan	\$750	11-401-100-100-51-30-ATH
STEM Club	PHM	Christina Dooling	\$750	11-401-100-100-51-30-ATH
Together Club	PHM	Rachel Davis	\$750	11-401-100-100-51-30-ATH
Detention	PHM	Katherine Rabaca	\$33/Hr.	11-401-100-100-51-30-ATH
Detention	PHM	Ramona DiMaria	\$33/Hr.	11-401-100-100-51-30-ATH
Detention	PHM	William Fean	\$33/Hr.	11-401-100-100-51-30-ATH

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Homebound Instruction	PHM	Nicole Moyers	\$34/Hr.	11-401-100-100-51-30-ATH
Homebound Instruction	PHM	Lisa Myers	\$34/Hr.	11-401-100-100-51-30-ATH
Homebound Instruction	PHM	Denise Vuono	\$34/Hr.	11-401-100-100-51-30-ATH
Homebound Instruction	PHM	Christina Dooling	\$34/Hr.	11-401-100-100-51-30-ATH
Homebound Instruction	PHM	Margo Ocasio	\$34/Hr.	11-401-100-100-51-30-ATH
Homebound Instruction	PHM	Giah Mackintosh	\$34/Hr.	11-401-100-100-51-30-ATH
Morning Duty	PHM	Giah Mackintosh	\$44/Hr.	11-130-100-101-58-30-PHM
Peer Mediation	PHM	Denise Vuono	\$1500	11-401-100-100-51-30-ATH
Yearbook	PHM	Margo Ocasio	\$1500	11-401-100-100-51-30-ATH
8th Grade Class Advisor	PHM	Renee Gilson	\$750	11-401-100-100-51-30-ATH
Tolerance Club	PHM	Rachel Davis Margo Ocasio	\$375 each	11-401-100-100-51-30-ATH
Student Government	PHM	Kara Pley Monica Thompson	\$775 each	11-401-100-100-51-30-ATH
Website Manager	PHM	Jeff Belmonte	\$1,550	11-401-100-100-51-30-ATH

b. Grades 9th - 12th:

<u>Position</u>	<u>Building</u>	<u>Staff Member</u>	<u>Stipend</u>	<u>Account No.</u>
Morning Duty	OHS	Jennifer Moore	\$44 Hr.	11-130-100-101-58-60-OHS
Morning Duty	OHS	Ricky Edwards	\$44 Hr.	11-130-100-101-58-60-OHS
Morning Duty	OHS	Alec Nicolai	\$44 Hr.	11-130-100-101-58-60-OHS
Morning Duty	OHS	Lindsey Siano	\$44 Hr.	11-130-100-101-58-60-OHS
Detention	OHS	Jennifer Moore	\$33 Hr.	11-401-100-100-56-60-OHS
Drama Club	OHS	Maria Panvini	\$1450	11-401-100-100-51-60-OHS
Junior Class *	OHS	Nicole Smith	\$2450	11-401-100-100-51-60-OHS
Academic Facilitator - Language Arts*	OHS	Melissa Perez	\$2300	11-401-100-100-51-60-OHS
Academic Facilitator- Mathematics*	OHS	Tammy Mosier	\$2300	11-401-100-100-51-60-OHS
Academic Facilitator- Science*	OHS	Gina Lingham	\$2300	11-401-100-100-51-60-OHS
Academic Facilitator- Social Studies/ World Language*	OHS	Nicole Smith	\$2300	11-401-100-100-51-60-OHS
Academic Facilitator- PE/Special Areas*	OHS	Danielle Wise	\$2300	11-401-100-100-51-60-OHS

*revised

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c. District:

<u>Position</u>	<u>Building</u>	<u>Staff Member</u>	<u>Stipend</u>	<u>Account No.</u>
District Homebound Coordinator	District	Roxanne Pressley	\$4,000	11-401-100-100-51-60-OHS
Pep Band Director	OHS	Erica Burr	\$3,800	Pep Band Director
Pep Band Assistant Director	OHS	Douglas Bender	\$1,751	Pep Band Assistant Director

7. Summer Program Staffing: The motion to approve the following staff for Pine Hill School District 2023 Preschool and Kindergarten Summer Orientation Programs at \$31.25/hr Certified Staff and \$14.13/hr instructional assistants. Programs are grant funded through ARP-ESSER III funding.

a. Grades PreK-8:

<u>Staff</u>	<u>School</u>	<u>Position</u>	<u>Account No.</u>
Dianne Guardiani*	Bean	Instructional Assistant	20-487-100-100-00-20-CUR
Stacey McGinley*	Bean	Teacher	20-487-100-100-00-20-CUR
Dawn Page*	Bean	Instructional Assistant	20-487-100-100-00-20-CUR
Nicole Steich*	Bean	Teacher	20-487-100-100-00-20-CUR
Pam Schwartz*	Bean	Teacher	20-487-100-100-00-20-CUR
Kim Soltys*	Bean	Instructional Assistant	20-487-100-100-00-20-CUR
Alysia Reeder*	Bean	Teacher	20-487-100-100-00-20-CUR
Sandy Carannante*	Bean	Instructional Assistant	20-487-100-100-00-20-CUR
Sandy Jones*	Bean	Instructional Assistant	20-487-100-100-00-20-CUR
Nancy Sceia*	Bean	Teacher	20-487-100-100-00-20-CUR
Marybeth Jensen*	Bean	Nurse	20-487-100-100-00-20-CUR
Lauren Bigos*	Glenn	Teacher	20-487-100-100-00-10-CUR
Kristina Davis*	Glenn	Teacher	20-487-100-100-00-10-CUR
Danielle Duda*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Kim Villari*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Robin Nastasi*	Glenn	Teacher	20-487-100-100-00-10-CUR
Lisa Mariano*	Glenn	Teacher	20-487-100-100-00-10-CUR
Pam Marmon*	Glenn	Nurse	20-487-100-100-00-10-CUR
Diana Steward*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Michele McHorney*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Marisa Myers*	Glenn	Teacher	20-487-100-100-00-10-CUR
Theresa Gondolf*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Loretta Hickman*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR

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Tracy Kelly*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Deb McEneaney*	Glenn	Teacher	20-487-100-100-00-10-CUR
Lori Johns*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Kim Leadley*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Caitlin McHorney*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Sherry Zolinas*	Glenn	Instructional Assistant	20-487-100-100-00-10-CUR
Sarah Venere*	Glenn	Teacher	20-487-100-100-00-10-CUR
Gabrielle Barnabie*	Glenn	Teacher	20-487-100-100-00-10-CUR
Megan Blakelock*	Glenn	Teacher	20-487-100-100-00-10-CUR

*ratify

8. Summer Work- Website Redesign- Motion to approve summer work for Jessica Castanon to redesign the website at \$31.25/hr.

9. Nurse Additional Hours- Motion to approve Pamela Marmon & Marybeth Jensen and to assist Overbrook High School with nurse duties until suitable replacement is found. These hours will be paid at each staff's hourly rate.

10. Job Descriptions- Motion to approve the job descriptions for Pep Band Director and Pep Band Assistant Director. **See Attachments** [XID10a](#) [XID10b](#)

B. Policy

The Superintendent recommends approval of the following items:

1st _____ 2nd _____ Voice Vote(All in Favor)

1. Policies - Motion to approve the Policies listed below in accordance with the data presented.

<u>Number</u>	<u>Reading</u>	<u>Title</u>	<u>Attachment</u>
P2110	1st	Mission Statement	XIB1
R2414	1st	Programs and Services for Students in High Poverty/Need District	XIB1
R2460	1st	Special Education	XIB1
R5530	1st	Substance Abuse	XIB1
R5600	1st	Student Discipline	XIB1
R6740	1st	Reverse Accounts	XIB1

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R8320	1st	Personnel Records	XIB1
R8465	1st	Bias Crimes	XIB1
P9560	1st	Administration of School Surveys	XIB1
P5516	1st	Use of Electronic Communications and Recording Devices (ECRD)	XIB1
P2419	2nd	School Threat Assessment Teams(M)	XIB1
R2419	2nd	School Threat Assessment Teams (M)	XIB1
R9130	2nd	Public Complaints and Grievances	XIB1
P1642.01	2nd	Sick Leave	XIB1
R1642.01	2nd	Sick Leave	XIB1

C. Curriculum

The Superintendent recommends approval of the following items:

1st _____ 2nd _____ Roll Call

1. Travel (In & Out of District)/ Professional Development - Be it resolved the professional development listed below be approved for the 2023-2024 school year in accordance with the data presented.

a. Grades PreK - 8th:

<u>Date</u>	<u>Staff</u>	<u>Event</u>	<u>Provider/ Location</u>	<u>Total Cost</u>	<u>Account No.</u>
2023-2024 school year	Maria Casciotta	McRel Evaluation Administrator Training	L. Rohr / OHS	\$500	11-000-223-320- 00-30-CUR
2023-2024 school year	Pia Garbutt	McRel Evaluation Administrator Training	L. Rohr / OHS	\$500	11-000-223-320- 00-30-CUR
Oct. 6, 2023 and Feb. 16, 2024	All grades 6-8 Math and Science Teachers	Inquiry-based learning strategies and visible thinking routines	Plan Z Professional Learning Services/ Virtual	\$900	20-488-200-300- 00-30,60 -CUR

b. Grades 9th-12th:

<u>Date</u>	<u>Staff</u>	<u>Event</u>	<u>Provider/ Location</u>	<u>Total Cost</u>	<u>Account No.</u>
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2023-2024 school year	Andrea Duncan	McRel Evaluation Administrator Training	L. Rohr / OHS	\$500	11-000-223-320-00-60-CUR
Sept. 15-17, 2023	Danielle Franchetti	Advanced Placement Capstone Virtual Training	AP College Board / Virtual	\$1075.00 + \$500 salary(Sat and Sun. attendance 16 Hr @ 31.25 hr.)	20-488-200-300-00-60-CUR Salary 20-487-100-100-00-60-CUR
Sept. 15-17, 2023	Jennifer Kohr	Advanced Placement Capstone Virtual Training	AP College Board / Virtual	\$1075.00 + \$500 salary(Sat and Sun. attendance 16 Hr @ 31.25 hr.)	20-488-200-300-00-60-CUR Salary 20-487-100-100-00-60-CUR

c . District:

<u>Date</u>	<u>Staff</u>	<u>Event</u>	<u>Provider/ Location</u>	<u>Total Cost</u>	<u>Account No.</u>
6/27/23 & 6/28/23*	Melissa Williams	EAB Conference	Washington DC	\$627.99 Travel	11-000-230-339-00-00-BUS
10/12/2023 & 10/13/2023	Heidi Daunoras	FEA/NJPSA/NJ ASCD Fall Conference	FEA/ATlantic City	\$425.00 Travel	11-000-221-500-00-00-CUR
11/2/2023	Heidi Daunoras	HIB Law Updates	TMI Education / Virtual	\$150.00	11-000-221-500-00-00-CUR

*ratify

2. Field Trips - Motion to approve the following field trips listed be approved in accordance with the data presented. Attendance pending current pandemic health guidelines.

a. Grades PreK - 8th:

<u>Date</u>	<u>Staff/Group</u>	<u>School</u>	<u>Location</u>	<u>Cost:</u> <u>Admission (A)</u> <u>Transportation (T)</u>
7/26/23*	PHSD Summer	Summer program Treats	Jimmies Scoops	\$2.50 per person 20-487-100-600-00-20-CUR

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	program			
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*ratify

b. Grades 9th-12th:

<u>Date</u>	<u>Staff/Group</u>	<u>School</u>	<u>Location</u>	<u>Cost:</u> <u>Admission (A)</u> <u>Transportation (T)</u>
10/2/23	21st Century Scholars Afterschool	OHS	Pine Hill Bus Transportation: provide 21st Century Afterschool bus(4:45 pm daily pick up and student route drop off)	Provided by 21st Century Program
10/9/23	21st Century Scholars Afterschool	OHS	Fairmount Water Works, Phila., Pa.	Provided by 21st Century Program
12/8, 12/14 or 12/15/23	21st Century Scholars Afterschool	OHS	Holiday "Light Show", Longwood Gardens, Kennett Sq., PA	Provided by 21st Century Program

3. Practicum Experience - The motion to approve the persons listed be approved for field experience/student teaching in accord with the data presented.

a. Grades PreK - 8th

Student Teacher Name	College/ University	Content Area	Dates of Placement	Building	Cooperating Teacher
Autumn McConnell	CCC	Art	Fall 2023	PHMS	Lynne Kells
Angel Digianivittorio	CCC	Music	Fall 2023	PHMS	Erica Burr
Jared Clapper	CCC	Social Studies	Fall 2023	PHMS	Renee Gilson
Emily Nicholson	CCC	Social Studies	Fall 2023	PHMS	Denise Vuono
Tabitha Mikita	Rowan	Third grade	10/4; 10/11; 10/18; 10/25; 11/1; 11/8; 11/15; 11/22	Bean	Gabrielle Foster
Alyssa Paspanti	Rowan	Third grade	10/4; 10/11; 10/18; 10/25; 11/1; 11/8; 11/15; 11/22	Bean	Gabrielle Foster

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Talena Searles-Dowdy	Rowan	Second grade	10/4; 10/11; 10/18; 10/25; 11/1; 11/8; 11/15; 11/22	Bean	Jenn Dugan
Mallory Skelly	Rowan	Third grade	10/4; 10/11; 10/18; 10/25; 11/1; 11/8; 11/15; 11/22	Bean	Cindi Marrero
Monica Thompson	Rowan	Kindergarten	10/4; 10/11; 10/18; 10/25; 11/1; 11/8; 11/15; 11/22/23	Bean	Jeanette Duffy

b. Grades 9th - 12th

Student Teacher Name	College/ University	Content Area	Dates of Placement	Building	Cooperating Teacher
Kevin Lopez	CCC	ELL/Spanish	Fall 2023	OHS	Jessica Horner
Molly Walsh	CCC	History	Fall 2023	OHS	Nicole Smith
Aiden Dann	CCC	History	Fall 2023	OHS	Jennifer Kohri
Leslie Palmero	CCC	Math	Fall 2023	OHS	Pia Paolo

4. District Mentoring Plan - The motion to approve the 2023-2024 District Mentoring Plan for Pine Hill Public Schools. **See Attachment [XIC4](#)**

5. Professional Development Plan - The motion to approve the 2023-2024 Professional Development Plan for Pine Hill Public Schools. **See Attachment [XIC5](#)**

6. Head Start Preschool Program Contract- Motion to reapprove the contract with Acelero Learning Head Start for the 2023-2024 school year. **See Attachment [XIC6](#)**

7. Preschool PIRS Specialist- Motion to approve 2023-2024 school year contracted services with Camden County Ed Service Commission for Preschool Collaborative and Preschool Intervention and Referral Specialist for \$31,595.00. Preschool account #20-218-200-329-00-00-CUR

8. Preschool Transfer- Motion to approve a 2023-2024 school year Preschool transfer to cover contracted services with Camden County Ed Service Commission for Preschool Collaborative and Preschool Intervention and Referral Specialist for \$31,595.00.

From: 20-218-100-106-00-00-CUR

To: 20-218-200-329-00-00-CUR

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9. Guest Speakers - The motion to approve the guest speakers listed be approved in accordance with the data presented.

- a. Grades PreK - 8th- NONE
- b. Grades 9th-12th

<u>Date</u>	<u>Organization</u>	<u>School / Group</u>	<u>Topic</u>	<u>Cost</u>	<u>Account No.</u>
9/19/23 10/19/23 11/14/23 1/16/24 3/12/24 5/14/24	Tri State Canine Response Team	18-21 Transition Program	Therapy Dog Visit	N/A	N/A

10. McREL Evidence Documents - The motion to approve the McREL Teacher Evaluation Evidence Documents and appendices for the 2023-2024 school year. **See Attachment [XIC10a](#), [XIC10b](#), [XIC10c](#)**

D. Miscellaneous

The Superintendent recommends the approval of the following items:

1st _____ 2nd _____ Roll Call

1. Approval of the Findings of the Anti-Bullying Specialists (HIB) - At Dr. Albert Bean Elementary School, John H. Glenn Elementary School, Pine Hill Middle School and Overbrook High School. **None at this time**
2. Acceptance of Fire and Lockdown Drills - At Dr. Albert Bean Elementary School, John H. Glenn Elementary School, Pine Hill Middle School, and Overbrook High School.
See Attachment [XID2](#)
3. Senior Privilege- Motion to grant senior privilege for the following students: #114368, #120401, & #120402.

4. Resolution to Approve Preference for Interdistrict School Choice

Whereas, the Pine Hill School District will offer preference for students in the following circumstances: 1) applicants with siblings enrolled in the choice district in the current year and will continue to be enrolled in the following year; 2) applicants who will have completed the terminal grade of a sending choice district (i.e., Berlin Twp); and 3) resident students of the choice district who move during the school year but *before the application deadline* and want to remain in the choice district the following year.

Whereas, the Pine Hill School District will abide by the state guidelines for the Interdistrict Choice Program which will prevent these students from having to enter the choice program lottery.

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Now, Therefore Be It Resolved, that the Pine Hill Board of Education, does hereby authorize the implementation of preference for current siblings of current choice students, Berlin Township School choice students and Pine Hill students that have moved prior to the application deadline for the 2024-2025 school year.

E. Items of General Interest

1. Principal Reports
 - a. **Overbrook High School - See Attachment [XIE1a](#)**
 - b. **Pine Hill Middle School - See Attachment [XIE1b](#)**
 - c. **John H. Glenn Elementary School - See Attachment [XIE1c](#)**
 - d. **Dr. Albert Bean Elementary School - See Attachment [XIE1d](#)**
2. Athletic Report - **See Attachment [XIE2](#)**
3. Child Study Team Report - **See Attachment [XIE3](#)**
4. Guidance Report - **See Attachment [XIE4](#)**
5. Supervisor Reports-
 - a. Curriculum and Instruction Report- **See Attachment [XIE5a](#)**
 - b. Humanities Report- **See Attachment [XIE5b](#)**
 - c. STEAM Report- **See Attachment [XIE5c](#)**
6. Staff Attendance - **See Attachment [XIE6](#)**
7. Student Enrollment - **See Attachment [XIE7](#)**
8. Home Instruction - **None**
9. Nurse's Report - **See Attachment [XIE9](#)**

XII. BUSINESS ADMINISTRATOR'S REPORT

A. Information -

1. Reminder to complete your mandated training.
2. NJSBA Workshop 2023 will be held Oct. 23-26, 2023 at the Atlantic City Convention Center.

B. Correspondence –

1. Nutri Serve Update- None

C. Minutes – The Business Administrator recommends approval of the following items:

1st _____ 2nd _____ - Voice Vote

1. August 8, 2023- Regular Meeting Minutes **See Attachment [XIIC1](#)**
2. August 8, 2023 -Caucus Meeting Minutes **See Attachment [XIIC2](#)**

D. Finance – The Business Administrator recommends approval of the following items:

1st _____ 2nd _____ - Roll Call

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1. Secretary's Report - The Board Secretary certifies that no line item accounts in July & August 2023 have been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **See Attachment** [XIID 1a](#) [XIID1b](#)
2. Treasurer's Report - Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the months of July & August 2023. The Treasurer's Report and Secretary's Report are in agreement for the months of July & August. **See Attachment** [XIID 2a](#) [XIID 2b](#)
3. Board Secretary- The Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board Of Education Certification - Pursuant of N.J.A.C. 6A:23A-6.10 (c)4, the Pine Hill Board of Education certifies that after review of the July & August Secretary's Monthly Financial Report and the July & August Monthly Financial Report and upon consultation with the appropriate district officials, that to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
5. Line Item Transfers for July & August- **See Attachments** [XIID 5a](#) [XIID 5b](#)
6. Payment of Bills 2023 - **See Attachment** [XIID 6a](#) [XIID 6b](#) [XIID 6c](#) [XIID 6d](#)
 - a. Bill List General Accts(10-40) - August 28, 2023- \$586,541.64
 - b. Bill List General Accts(10-40)- August 29, 2023- \$443,465.79
 - c. Bill List General Accts(10-40)- September 7, 2023- \$572,683.08
 - d. Bill List - Cafeteria Fund (61)- September 7, 2023- \$102,948.40
7. Additional Payments - Motion to approve that the Business Administrator be authorized to process additional invoices for payment for the current and next fiscal year with Board confirmation at the next regular board meeting.
8. Account Transfers- Motion to approve the Business Administrator be authorized to do account transfers that may be needed to close the fiscal year with Board confirmation at the next regular board meeting.
9. Fundraisers - Motion to approve the fundraisers listed below in accordance with the data presented.
 - a. Grades PreK - 8th: None
 - b. Grades 9th-12th:

<u>Date</u>	<u>School</u>	<u>Group</u>	<u>Event</u>
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9/16/23	OHS	OHS Sports	Kona Ice
10/2/23	OHS	National Honor Society	NHS Boo's Candygram
10/13/23	OHS	Overbrook Football	Kona Ice Fundraiser- Homecoming Game
11/27/23	OHS	National Honor Society	NHS Secret Santa Snack
12/22/23	OHS	Overbrook GSA	GSA Fundraiser-sell baked goods
1/2/24	OHS	National Honor Society	NHS National Popcorn Day
2/14/24	OHS	National Honor Society	NHS Valentine's Day Photos
2/19/24	OHS	National Honor Society	NHS National Oreo Day
3/7/24	OHS	National Honor Society	NHS Easter Grams
4/8/24	OHS	National Honor Society	NHS National Jelly Bean Day
6/3/24	OHS	National Honor Society	NHS Prom Socks

10. Educational Instruction - Motion to approve the student(s) listed be approved for Educational Instruction Services.

- a. Grades PreK-8th: None
- b. Grades 9th-12th:

<u>District Fiscally Responsible</u>	<u>Program/School</u>	<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Account Number</u>	<u>Bd. Appr Rates</u>
Pine Hill*	GCSSSD	112851	9/5/23	6/20/24	11-000-100-565-00-00-BUS	\$106/hr.
Pine Hill*	GCSSSD	119852	9/5/23	6/20/24	11-000-100-565-00-00-BUS	\$106/hr.

*ratify

11. (#)Student Tuition Contracts- Motion to approve the following student(s) listed be approved for McKinney Vento and DCP & P.

- a. Grades PreK-8th:

<u>District Fiscally Responsible</u>	<u>Program/School</u>	<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Account Number</u>	<u>Bd. Appr Rates</u>
Pine Hill*	Winslow	121597	9/5/23	6/30/24	11-000-100-561-00-00-BUS	\$25,549- Tuition \$2,851.20 Transportation
Bridgeton*	GLN	121529	9/5/23	6/30/24	10-3200-000	\$22,780
Gloucester Twp.*	GLN	119237	9/5/23	6/30/24	10-3200-000	\$27,332

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Phillipsburg*	GLN	121169	9/5/23	6/30/24	10-3200-000	\$22,780
<i>Long Branch*</i>	<i>GLN</i>	<i>121555</i>	<i>9/8/23</i>	<i>6/30/24</i>	<i>10-3200-000</i>	<i>\$22,780</i>
<i>Winslow</i>	<i>PHM</i>	<i>121583</i>	<i>9/13/23</i>	<i>6/30/24</i>	<i>10-3200-000</i>	<i>\$27,332</i>

*ratify

b. Grades 9th-12th:

<u>District Fiscally Responsible</u>	<u>Program/School</u>	<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Account Number</u>	<u>Bd. Appr Rates</u>
Black Horse Pike Reg.*	OHS	115513	9/5/23	6/30/24	10-3200-000	\$19,984
Black Horse Pike Reg.*	OHS	119087	9/5/23	6/30/24	10-3200-000	\$19,984
Lindenwold*	OHS	117119	9/5/23	6/30/24	10-3200-000	\$19,984
Vineland*	OHS	121533	9/5/23	6/30/24	10-3200-000	\$19,984

*ratify

12. Out of District Placements - Motion to approve the student(s) listed be approved for Out of District Placement.

a. Grades PreK-8th:

<u>District Fiscally Responsible</u>	<u>Program/School</u>	<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Account Number</u>	<u>Bd. Appr Rates</u>
<i>Pine Hill*</i>	<i>Archbishop Damiano</i>	<i>119686</i>	<i>9/7/23</i>	<i>6/30/24</i>	<i>11-000-100-566-00-00-BUS</i>	<i>\$50,965.20 Tuition \$35,820.00 1:1 aide</i>
Pine Hill*	Archway Upper	120692	9/7/23	6/30/24	11-000-100-566-00-00-BUS	\$46,918.80 Tuition \$32,400.00- 1:1 aide
Pine Hill*	Bankbridge	118693	9/1/23	6/30/24	11-000-100-566-00-00-BUS	\$41,850.00 Tuition OOC Fee- \$3,330.00
Pine Hill*	BCSSSD	121410	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$47,740.00 Tuition OOC Fee- \$3,772.00
Pine Hill*	GCSSSD	118580	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$41,850.00 Tuition
Pine Hill*	GCSSSD	119435	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$41,850.00 Tuition
Pine Hill*	GCSSSD	119466	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$41,850.00 Tuition
Pine Hill*	GCSSSD	119948	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$41,850.00 Tuition

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Pine Hill*	Kingsway Learning Center	121407	9/1/23	6/30/24	11-000-100-566-00-00-BUS	\$68,728.80- tuition \$32,400.00- 1:1 aide
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*ratify

b. Grades 9th-12th:

<u>District Fiscally Responsible</u>	<u>Program/School</u>	<u>Student ID</u>	<u>Start Date</u>	<u>End Date</u>	<u>Account Number</u>	<u>Bd. Appr Rates</u>
Pine Hill*	BCSSSD	120960	7/5/23	8/1/23	20-250-100-500-00-00-CST	\$4,263.00- ESY \$6,144.00- ESY 1:1 aide
Pine Hill*	BCSSSD	120960	9/7/23	6/30/24	20-250-100-500-00-00-CST	\$47,740.00
Pine Hill*	GCSSSD	110763	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$41,850.00 Tuition
Pine Hill*	GCSSSD	120291	9/1/23	6/30/24	20-250-100-500-00-00-CST	\$43,830.00 Tuition

*ratify

13. Program/Vendor Renewals - Motion to approve the following program/vendor renewals for the 2023-2024 school year.

Program/Vendor	Category	Total Cost	Account #	Date
Bollinger Student Accident Insurance*	Insurance	\$30,207.00	11-000-230-590-00-00-BUS	9/1/23-8/31/24
Giant Fitness*	Membership for 18-21 Program	\$1,500.00	11-212-100-800-21-60-OHS	9/1/23-6/30/24
Gloucester Co. Spec. Serv.*	Teacher of the Deaf(Direct Services) for Student #120661	\$9,028.00	11-000-100-561-00-00-BUS	9/6/23-6/30/24
Gloucester Co. Spec. Serv.*	Speech Therapy#119852	\$4,514.00	11-000-216-320-00-00- CST	9/5/23-6/20/24
Gloucester Co. Spec. Serv.*	Speech Therapy	\$34,731.00	11-000-216-320-00-00- CST	7/5/23-7/28/23
Maxim Healthcare Staffing Services	Staffing Agency	Fees vary based on service	Account numbers vary depending on service	9/13/23-6/30/24

*ratify

14. SAIF Safety Incentive Program Award - Motion to accept \$4,000 credit from School Alliance Insurance Fund for meeting safety incentive criteria for the 2022-2023 School Year.

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15. Bowman & Company, LLP- Motion to approve amended contract for Bowman & Company, LLP (district auditor) to incorporate GASB96 initiatives. For year ended June 30, 2023 not to exceed \$44,900. **See Attachment [XIID15](#)**

E. Facilities- The Business Administrator recommends approval of the following items:

1st _____ 2nd _____ - Roll Call

1. Use of Facilities - Motion to approve the facilities in accordance with the data presented. All groups are made aware that they are to follow all pandemic protocols and that the protocols can change at any time.

a. Grades PreK-8th:

<u>Dates of Use</u>	<u>Building</u>	<u>Purpose</u>	<u>Fee</u>
8/28/2023*	GLN	PTO Meeting	N/C
8/30/2023*	GLN	PreK-K Orientation	N/C
9/19/23	GLN	PTO Meeting	N/C
9/14/23	PHM	Pep Band Interest Meeting	N/C

*ratify

b. Grades 9th-12th:

<u>Dates of Use</u>	<u>Building</u>	<u>Purpose</u>	<u>Fee</u>
9/27/23, 1/24, 3/27, 5/8/24	OHS	ESL Parent Nights	N/C
9/12, 14, 25, 26, 28, 10/3, 9, 16/2023	OHS	Senior Portraits	N/C
9/11/23-11/20/23(M&W)	OHS	PHYA Basketball Senior Team Practices	N/C

2. Disposal of Inventory- Motion to approve disposal of the following items with a fair market value of \$0.

a. Grades PreK-8th:

<u>Building</u>	<u>Item</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Serial #/ Inventory #</u>	<u>Approx. Value</u>
BEN	Refrigerator	Traulsen	G30010	T494780K96	No market value- Refrigerant leak

b. Grades 9th-12th:

<u>Building</u>	<u>Item</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Serial #/ Inventory #</u>	<u>Approx. Value</u>
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OHS	Auto Paper Folding Machine	Martin Yale	1217A	39565.01375.N38	No market value
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XIII. OPEN MEETING TO THE PUBLIC

1st _____ 2nd _____ - Voice Vote

The Pine Hill Board of Education welcomes and values input from the community. The public comment portion of the board meeting is the time where any member of the public can share their thoughts directly with the board. At the same time, the board encourages members of the public to bring specific, individual issues to the attention of the Administration first. Anyone who wishes to speak has five minutes to make their comments. Please keep your comments respectful, not defamatory, and suitable for a meeting of a public body. When you approach, please begin by stating your name and address.

XIV. CLOSE MEETING TO THE PUBLIC

1st _____ 2nd _____ - Voice Vote

XV. CAUCUS REQUESTED - None

XVI. OLD BUSINESS

XVII. NEW BUSINESS

The Superintendent recommends approval of the following items:

1st _____ 2nd _____ - Roll Call

XVIII. NEXT BOARD MEETING -

- **Tuesday, October 10, 2023- Regular Meeting at 6:30 pm at OHS Media Center**

XIX. MOTION TO ADJOURN 1st _____ 2nd _____ Time: _____