

MINUTES OF THE REGULAR VOTING MEETING
MIDDLETOWN TOWNSHIP BOARD OF EDUCATION
WEDNESDAY EVENING, FEBRUARY 23, 2011

Time and Place Of Meeting: Pursuant to notices sent to each member of the Board of Education, the regular voting meeting was held on Wednesday, February 23, 2011 in the August T. Miner Administrative Offices, Leonardo, New Jersey.

1. **CALL TO ORDER**

At 6:30 p.m. the meeting was called to order.

2. **SUNSHINE NOTICE:**

"Adequate notice of this meeting was provided by sending such notice to the Asbury Park Press, the Independent, the Courier, the Two River Times, and the Hub and the posting of such notice at the August T. Miner Administration Building and each elementary, middle, and secondary school in the district."

3. **ROLL CALL**

Present: Laura Agin, Joan Minnuies, Kevin Ryan, Rose Stallmeyer, Michael Donlon.

Absent: Chris Aveta, Vincent Brand and Michael Mascone.

Also Present: Thomas Pagano, Amy Gallagher and Christopher Parton, Esq.

4. **RESOLUTION FOR EXECUTIVE SESSION**

At 6:30 a motion made by Kevin Ryan and seconded by Laura Agin to adjourn to Executive Session for matters of personnel, negotiations and attorney client privilege. The Board will be discussing: a proposed special education litigation settlement, administrative appointment recommendations, a personnel disciplinary matter, and negotiations with the MTEA. Motion carried on a voice vote.

5. **CALL TO ORDER AND ROLL CALL**

At 7:37 p.m. the voting meeting was reconvened:

Present: Laura Agin, Chris Aveta, Vincent Brand, Michael Mascone, Joan Minnuies, Kevin Ryan, Rose Stallmeyer and Michael Donlon.

Absent:

Also Present: Thomas Pagano, Amy Gallagher and Christopher Parton, Esq.

6. **PLEDGE OF ALLIGENCE**

7. **MOMENT OF SILENCE** for Student Services Secretary, Peggy Hample Bergstein.

8. **RE-READING OF SUNSHINE NOTICE**

9. **Student Representatives from High School North and High School South to Speak:**

10. **Board of Education Commendations**

Michael Donlon read high school student commendations.

11. **Open to Public –Thirty Minute Opportunity for Public Comments on Agenda Items Only**

The following members of the public spoke on agenda items only:

- o Sherry Gevarter commented on personnel item #22 and non-bargaining salary guide.
- o Vera Piasecki discussed account transfers and bill list.

12. **Motion to Approve Minutes**

A. Special Voting Meeting – *January 19, 2011*

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of item A. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

B. Voting Meeting – January 26, 2011

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of item B. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

C. Executive Session – January 26, 2011

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of item C. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

13. Reports –

A. Report of the President

1) Approval of resignation of Daniel Skelton, Board member, effective January 31, 2011.

Motion made by Mr. Ryan, seconded by Mr. Mascone for approval of item 1. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

2) Election of Board Vice-President

Mrs. Stallmeyer nominated Vincent Brand for Board Vice-President. No other nominations were made.
Appointment carried on a roll call vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

3) Approval to appoint Vincent Brand and Michael Mascone to represent the Board on the

Middletown Township Joint Shared Services and Consolidation Advisory Committee.

Motion made by Mr. Ryan, seconded by Mrs. Stallmeyer for approval of item 3. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

B. Report of the Business Administrator/Board Secretary

1. Motion to accept the reports of the Treasurer and Secretary as being in agreement for the
months of January 2011. *Attachment #BA-1*

Motion made by Mrs. Agin, seconded by Mr. Ryan for approval of item 1. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

2. Motion to accept the Board Secretary's Certification that no major budget line item has been
over-expended for the month of January 2011.

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of item 2. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

3. Approval of transfers – *Attachment # BA-2*

Motion made by Mr. Ryan, seconded by Mr. Mascone for approval of item 3. Motion carried on a voice vote:
Ayes: (7) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.

Noes: (1) – Mrs. Minnuies

4. Motion to Approve Bill List for Period January 27, 2011 – February 23, 2011 –
Attachment # BA-3

Motion made by Mr. Ryan, seconded by Mrs. Agin for approval of item 4. Motion carried on a voice vote:
Ayes: (7) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.
Noes: (1) – Mrs. Minnuies

5. Approval of resolution for increased bid threshold – *Attachment # BA-4*

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of item 5. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.
Noes: (0) –

C. Report of the Superintendent

- 1) Approval, with great appreciation, of donation of replacement of playground equipment valued at \$35,000 to Middletown Village Elementary School by the *Middletown Village PFA – Attachment # Supt-Rpt-1*

Motion made by Mr. Ryan, seconded by Mr. Mascone for approval of item 1. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.
Noes: (0) –

Mr. Pagano announced that the 2011 high school graduation ceremonies will be held at the Monmouth University Multi-purpose Athletic Center (MAC), and middle school graduation ceremonies will be held at Brookdale Community College.

14. Recommendations of the Superintendent of Schools

A. Curriculum Committee (*Rose Stallmeyer, Chairperson*)

- 1) Approval for District staff to attend conferences, workshops, and seminars – *Attachment # Curriculum-1*
- 2) Approval of Suspension Report for January 2011 – *Attachment # Curriculum-2*
- 3) Approval of field trip
Middletown High School South
Leave: *Thursday March 10, 2011*
Return: *Friday March 11, 2011*
Destination: *Edison, New Jersey*
Purpose: *FBLA State Competition, Edison, New Jersey*
Total: *10 students and 1 adult*
Faculty members: *Tom Romano*
Students will miss 2 days of school
Cost of trip is to be paid by students
- 4) Approval for Memorandum of Understanding between Middletown Township Public Schools and American Institute for History Education, L.L.C. for the purpose of applying for and implementing a Teaching American History Grant from the United States Department of Education at no cost to the district.- *Attachment # Curriculum-3*

Motion made by Mr. Ryan, seconded by Mrs. Agin for approval of items 1-4. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.
Noes: (0) –

B. Finance Committee (Christopher Aveta, Chairperson)

1) Request approval for 2010-2011 transportation routes:

<u>Route</u>	<u>Quote From</u>	<u>Per Diem</u>	<u>Aide</u>	<u>Per Mile</u>
HPS-1 (one quote received)	Keyport Auto Body Shop, Inc.	\$141.00	\$37.00	\$.95
Route HPS-2 (one quote received)	Keyport Auto Body Shop, Inc.	\$141.00	\$37.00	\$.95

(a) Request award to *Keyport Auto Body Shop, Inc.* for Route HPS-1 for their low quote of \$141.00 per diem route cost, \$37.00 per diem per aide, for a total cost of \$178.00 per diem for 90 days. Total overall cost is \$16,020.00, with a \$.95 per mile increase/decrease.

Account Number: 11-000-270-514-00-000

(b) Request award to *Keyport Auto Body Shop, Inc.* for route HPS-2 for their low quote of \$141.00 per diem route cost, \$37.00 per diem per aide, for a total cost of \$178.00 per diem for 90 days. Total overall total cost is \$16,020.00, with a \$.95 per mile increase/decrease.

Account Number: 11-000-270-514-00-000

Motion made by Mrs. Agin, seconded by Mr. Ryan for approval of item 1. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

C. Policy Committee (Vincent Brand, Chairperson) – Attachment # Policy-1

1. Second Reading and Action: **Policy 1140** *Affirmative Action*
2. Second Reading and Action: **Policy 1523** *Comprehensive Equity Plan*
3. Second Reading and Action: **Policy/Reg.1530** *Equal Employment Opportunities*
4. Second Reading and Action: **Policy/Reg.1550** *Affirmative Action Program*
5. Second Reading and Action: **Policy 2260** *Affirmative Action Program for School, etc.*
6. Second Reading and Action: **Policy 2415.01** *Academic Standards, Assessments, Accountability*

Motion made by Mr. Brand, seconded by Mr. Ryan for approval of items 1-6. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

7. Second Reading and Action: **Policy/Reg. 2423** *Bilingual and ESL Language*
8. Second Reading and Action: **Policy 6360** *Political Contributions*
9. Second Reading and Action: **Policy 6362** *Contributions to Board Members and Contract Awards*
10. Second Reading and Action: **Policy 8420 and Regulations 8420, 8420.2, 8420.7 & 8420.10** *Emergency and Crisis Situation*
11. Second Reading and Action: **Policy 8740** *Bonding*

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of items 7-11. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

12. First Reading and No Action **Policy 2415.04** *Title I – District-Wide Parental Involvement*

NO ACTION NEEDED ON FIRST READINGS

- D. Co-Curricular/Athletic Committee (Joan Minnuies, Chairperson)
- E. Negotiations Committee (Michael Donlon, Chairperson)
- F. Facilities Committee (Michael Mascone, Chairperson)

G. Student Services Committee (Rose Stallmeyer, Chairperson)

- 1) Approval of *Out of District Student Placements – Attachment # Student Services-1*
- 2) Approval of *Individual Instruction at Home - Attachment # Student Services-2*
- 3) Approval of Bayshore program evaluation to be conducted by Dr. Russ Kormann at a cost not to exceed \$3,000
Account #11-000-219-320-32-000
- 4) Approval of vocational evaluation to be conducted by Richard Hrynoveski, from *It's Revolution NJ*, for student #300519 at a cost not to exceed \$1,200
Account #11-000-219-320-32-000
- 5) Approval of independent augmentative evaluation to be conducted by FRA, for student #307146, per 6A:14, at a cost not to exceed \$550
Account #11-000-219-320-32-000
- 6) Approval of consent order for student #310325
- 7) Approval for *Oxford Consulting* to provide contracted services at a cost not to exceed \$90 per hour through June 30, 2011
Account # 11-000-216-320-32-000

Motion made by Mr. Ryan, seconded by Mrs. Agin for approval of items 1-7. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies (no to #3), Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

H. Technology Committee (Kevin Ryan, Chairperson)**I. Personnel Committee (Laura Agin, Chairperson)**Recommendations of the Superintendent of Schools:

Note: All appointments of District staff are contingent upon satisfying the requirements of the Criminal History Review.

1. Approval of retirements:
 - a. Edward W. Bechtel (9/1/78), HS North, Science, effective 7/1/11
 - b. Marguerite G. Bergstein (11/3/92), Student Services, Secretary, effective 3/1/11
 - c. Lisa Green (2/1/91), Nut Swamp, Secretary, effective 7/1/11
 - d. Claire F. Lisanti (9/1/99), Thorne, Mathematics, effective 7/1/11
 - e. Margaret Scholer (9/1/87), Thorne, Language Arts, effective 7/1/11
 - f. Matthew A. Tomo, Jr. (9/1/73), Thompson, Social Studies, effective 7/1/11
2. Approval of resignations:
 - a. Tisa Dziadzio, Substitute Paraprofessional, for personal reasons, effective 2/11/11
 - b. David M. Healy, District Director of Operations, for personal reasons, effective 3/1/11
 - c. Timothy Oakerson, Substitute Custodian, for personal reasons, effective 2/2/11
 - d. James Stefankiewicz, Assistant Superintendent of Curriculum and Instruction, for personal reasons, effective 4/1/11
 - e. Patricia Wein, Substitute Teacher, for personal reasons, effective 12/31/10
3. Approval of adjustment in resignation date:
Colleen Creighton, Paraprofessional, New Monmouth, for personal reasons, effective 1/3/11
4. Approval of leaves of absence:
 - a. Monica Alexander, Bayshore, Music, for maternity, effective:
3/28/11 through 4/25/11 – Paid – Sick Leave
4/26/11 through 6/12/11 – Unpaid by District – NJ Family Leave Act
Acct. #11-120-100-101-20-009
 - b. Toni Alfano, Lincroft, Grade 4, for maternity, effective:
4/7/11 through 5/20/11 – Paid – Sick Leave
5/21/11 through 6/14/11 – Unpaid by District – NJ Family Leave Act
Acct. #11-120-100-101-20-000
 - c. Marguerite Bergstein, Student Services, Secretary, for medical reasons, effective:
1/5/11 through 2/16/11 – Paid – Sick Leave
Acct. #11-000-219-105-32-016
 - d. Patricia Devine, HS South, Paraprofessional, for family leave, effective:

- 1/6/11 through 1/24/11 – Unpaid by District – NJ Family Leave Act
- e. Eileen Foulks, Thompson, Language Arts, for maternity, effective:
3/21/11 through 4/29/11 – Paid – Sick Leave
4/30/11 through 6/17/11 – Unpaid by District – NJ Family Leave Act
Acct. #11-130-100-101-04-000
- f. Kerry Hill-Albanowicz, Middletown Village, Speech, for medical reasons, effective:
2/1/11 through 3/15/11 – Paid – Sick Leave
Acct. #11-000-216-100-00-000
- g. Donna Kokulak, Nut Swamp/River Plaza, Psychologist, for medical reasons, effective:
2/15/11 through 3/15/11 – Unpaid Leave
- h. Kristine May, HS South, Science, for maternity, effective:
4/25/11 through 6/30/11 – Unpaid by District – NJ Family Leave Act
- i. Kristin Wessels, Thorne/Lincroft, Social Worker, for maternity, effective:
3/14/11 through 4/11/11 – Paid – Sick Leave
4/12/11 through 6/14/11 – Unpaid by District – NJ Family Leave Act
Acct. #11-000-219-104-00-000

Adjustments

- j. Allison Costigan, Fairview/Ocean Avenue, Spanish, for maternity, effective:
2/8/11 through 3/10/11 – Paid – Sick Leave
3/11/11 through 5/15/11 – Unpaid by District – NJ Family Leave
Acct. #11-120-100-101-20-009
- k. Stacy Frazee, Port Monmouth, Grade 1, for maternity, effective:
2/2/11 through 2/14/11 – Paid – Sick Leave
2/15/11 through 4/25/11 – Unpaid by District – NJ Family Leave Act
Acct. #11-120-100-101-20-000
- l. Joann Heneghan, Lincroft, Co-teacher, for medical reasons, effective:
12/14/10 through 2/4/11 – Paid – Sick Leave
2/5/11 through 2/15/11 – Unpaid Leave
Acct. #11-120-100-101-20-035
- m. Stavroula Kelesidis, Thompson, Mathematics, for maternity, effective:
2/22/11 through 3/25/11 – Paid – Sick Leave
Acct. #11-130-100-101-04-000
- n. Susan Kosinski, Thorne, Computers, for medical reasons, effective:
10/1/10 through 1/31/11 – Paid – Sick Leave
Acct. #11-130-100-101-05-000
- o. Susan Salvaggio, Bayview, Paraprofessional, for medical reasons, effective:
2/15/11 through 2/25/11 – Unpaid Leave (extension)
- p. Sandra Stevens, River Plaza, Nurse, for medical reasons, effective:
3/1/11 through 6/30/11 – Unpaid Leave (extension)

Motion made by Mr. Ryan, seconded by Mrs. Agin for approval of items 1-4. Motion carried on a voice vote:
Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies(abst.#2b), Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

- 5. Approval of new hires:
 - a. Jesse Evans, HS North/Visions, Mathematics, Kean University, BA
Certification – Teacher of Mathematics
Rate – BA – Step 4 – \$51,800 *pro-rated*
Effective 3/1/11 through 6/30/11
Acct. #11-140-100-101-01-000
 - b. Michael Goscinski, HS South, Night Custodian
Rate – \$25,612 *pro-rated* (Night differential)
Effective 3/1/11 through 6/30/11
Acct. #11-000-262-100-02-023
 - c. Michael Nigro, Bayview, Night Custodian
Rate – \$25,612 *pro-rated* (Night differential)
Effective 3/1/11 through 6/30/11
Acct. #11-000-262-100-20-023

Motion made by Mr. Ryan, seconded by Mrs. Agin for approval of item 5. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

5A. Approval of rehire:

Wendy Barnes, Harmony, Preschool Disabilities
Rate – BA – Step 9 – \$55,250 pro-rated
Effective 3/15/11 through 6/30/11
Acct. # 11-216-100-101-00-000

6. Approval of extensions of assignment:

a. Katherine Burdge, River Plaza, School Nurse

Rate – BA – Step 1 – \$51,150 *pro-rated*

Effective 3/1/11 through 6/30/11

Acct. #11-000-213-100-00-013

b. Anthony Logothetis, HS South, Mathematics

Rate – BA – Step 1 – \$51,150 *pro-rated*

Effective 5/28/11 through 5/31/11

Acct. #11-140-100-101-02-000

7. Approval of change in assignment:

Darren Keenan From: HS North/Visions, Mathematics To: HS North, Mathematics

Effective 2/24/11 through 6/30/11

Acct. #11-140-100-101-01-000

Motion made by Mrs. Agin, seconded by Mr. Ryan for approval of items 5A-7. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

8. Approval of salary increments registered in the Personnel Office for 2/1/11 per *Attachment HR 1*

9. Approval of salary adjustment due to addition of stipend:

a. Charles Alessi, New Monmouth, Custodian

Rate – \$32,238 *pro-rated* (Chief Day Custodian stipend)

Effective 3/1/11 through 6/30/11

b. Donald Hallam, District, Chief Maintenance Mechanic

Rate – \$68,486 *pro-rated* (District Electrician stipend)

Effective 2/24/11 through 6/30/11

c. Dean Kirk, District, Maintenance Mechanic

Rate – \$48,768 *pro-rated* (District Electrician stipend)

Effective 2/24/11 through 6/30/11

10. Approval of salary adjustments to 6th period assignments due to increments, effective 2/1/11 - 6/30/11

Sarah Boyce (3 labs per week)	Science Lab	\$5,683.31
Julia Gargiulo (2 labs per week)	Science Lab	\$3,851.57
Jennifer Magiera	Spanish I	\$10,220.71

Motion made by Mr. Ryan, seconded by Mrs. Agin for approval of items 8-10. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta, Mr. Brand, Mr. Mascone, Mrs. Minnuies, Mr. Ryan,
Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

11. Approval of additions, terminations, and changes in assignment of paraprofessionals per the following conditions of employment as displayed on *Attachment HR 2*

All paraprofessional appointments are subject to budgetary constraints, enrollments and IEP requirements, and may be changed or eliminated during the term of the assignments.

22. The Superintendent of Schools recommends the appointment of Mary Ellen Walker as District Director of Operations at an annual salary of \$126,385 (*pro-rated*), effective 3/1/2011.
Account # 11-000-230-100-24-000

Motion made by Mr. Ryan, seconded by Mr. Brand for approval of items 18-22. Motion carried on a voice vote:

Ayes: (8) – Mrs. Agin, Mr. Aveta (abst: #21), Mr. Brand, Mr. Mascone, Mrs. Minnuies (no: #21& #22),
Mr. Ryan, Mrs. Stallmeyer and Mr. Donlon.

Noes: (0) –

15. **Old Business** – No old business
16. **New Business** – Mr. Aveta reported an increase of 1% over last year's spending in State Aid. Budget meetings continue. A tentative budget is being prepared for submission by March 4, 2011.
17. **Moment of Silence** for Mr. Malachi J. Kenney, former Board Attorney.
18. **Opportunity for Public Comments** – *Limited to thirty minutes*
The following members of the public spoke:
- o Linda Guyer discussed Policy 8420.
 - o Patrice Guarino discussed dress code and safety concerns.
 - o Vera Piasecki discussed personnel items.
19. **Motion to Adjourn**
Motion made by Michael Mascone and seconded by Laura Agin at 8:38 p.m. to adjourn the meeting.
Motion carried on voice vote.

Respectfully submitted,

Amy P. Gallagher

Business Administrator/Board Secretary

/vrn

2/24/11