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**Regular Meeting of the  
Plum Borough Board of School Directors  
in Allegheny County, Plum Borough, PA 15239  
Tuesday, November 29, 2011**

**Call to Order/Pledge of Allegiance**

Mr. Dowdell called the meeting to order at 7:00 p.m. He led the group in the Pledge of Allegiance.

**Roll Call**

Mrs. Vento took roll: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White

Absent: None

**Correspondence**

No correspondence this month.

**Executive Session**

The Board met in Executive Session on November 11, 2011, November 22, 2011 and earlier this evening to discuss matters of collective bargaining, real estate taxes, student discipline and personnel.

**Approval of Minutes**

Recommend approval of the following Minutes: October 25, 2011 Regular Board Meeting; November 1, 2011 Special Voting Meeting; November 1, 2011 Policy Committee Meeting; November 1, 2011 Education Committee Meeting; November 15, 2011 Finance Committee Meeting; and the November 22, 2011 Facilities Committee Meeting.

*Motion by: McMasters Second by: Drake*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

**Student Features****Students who helped to create the Mosaic Mural at the Allegheny Intermediate Unit # 3**

Nathan Albert, Kayla Anderson, Adriana Bernatskaya, Lisa DiVittorio, Carlee Domke, Tom Frank, Nick Frazetta, Matt Goodlin, Mark Johnston, Nick Klonowski, Graham Merlin, Emily Oehling, Nick Palmer, Nolan Puhala, Matt Saich, Erin Simqu, Quinn Stezoski, Jake Tarosky, Rachel West, Spencer Zacher, Paige Clark, Kala Brown, Kayla Mayo, Marina Caprara, Michael Braun, Angelina Colchagie, Courtney Linder, Lorin Simboli, Angela Tao and Marisa McCabe

**Tennis – Coach Lori Senkewitz**

Ronit Yurovsky – 2011 Girls' AAA Singles Tennis – Section Champion, WPIAL Champion, PIAA Champion, KDKA Extra Effort Award Winner

**Volleyball Team – Coach Kory Flaherty**

Kendra Anderson – WPIAL AAA Section 4 Champions  
Maria Daugherty - WPIAL AAA Section 4 Champions  
Kristina Hall - WPIAL AAA Section 4 Champions  
Christina Joyce - WPIAL AAA Section 4 Champions  
Holly Kennedy - WPIAL AAA Section 4 Champions, 1st Team All-Section, 3rd Team All-WPIAL  
Joanna Lees - WPIAL AAA Section 4 Champions  
Caitlyn McDade - WPIAL AAA Section 4 Champions and 2nd Team All-Section  
Katie Mower - WPIAL AAA Section 4 Champions, 1<sup>st</sup> team All-Section  
Jordan Pogue - WPIAL AAA Section 4 Champions, 1<sup>st</sup> Team All-Section, 3<sup>rd</sup> Team All-WPIAL  
Denise Polishen - WPIAL AAA Section 4 Champions  
Alyssa Samarco - WPIAL AAA Section 4 Champions, 2<sup>nd</sup> Team All-Section  
Rachel Satira - WPIAL AAA Section 4 Champions, Honorable Mention All-Section  
Jamie Schmitt - WPIAL AAA Section 4 Champions  
Courtney Zezza - WPIAL AAA Section 4 Champions

**Boys' Soccer Team – Coach Mike Baleno**

Kyle France – All-Section and All-WPIAL

Ian Cook – All-WPIAL

Matthew Baleno – All-Section

Shane Rings – All-Section

Brandon Carroll – All-Section

**Girls' Soccer Team – Coach Mike Proviano**

Aaliyah Odom – First Team All-Section

Megan Reddick – First Team All-Section

**District Features**

School Board Recognition: Retiring members - Mrs. Rose McGuirk, Mr. Jeff Matthews and Mr. Jeff Russo were thanked for their years of service. Mr. Tom McGough was recognized for 20 years as a board member.

**Citizens' Comments on Agenda Items**

None

**Citizens' Comments on Non-Agenda Items**

Mrs. Lisa Callaghan, Sherrie Drive, spoke regarding the principal/supervisor of special education position at Regency Park Elementary School.

Mrs. Toni Bush, Milltown Road, spoke regarding the principal/supervisor of special education position at Regency Park Elementary School, education and Kelly Services.

**November Regular Board Meeting  
AGENDA**

**Facilities Committee – Mr. Jeff Matthews, Chair**

Recommend approval to accept the Use of School Facilities Application, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept a one year renewal agreement with Cintas for logo mats at Plum Senior High School only, retroactive to October 6, 2011, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept a one year renewal agreement with Combustion Service and Equipment Company for a TAC Digital Control Service Agreement in the amount of \$26,040 retroactive to October 13, 2011, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to contract with Mr. Rick Maddock for Snow Plowing/Removal Services at an hourly rate of \$18.00, as needed, for the 2011-12 school year.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to discard unused or obsolete equipment, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of a revision to the 2011-12 School Calendar, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of the Construction Projects Invoices, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of the Furniture, Fixture and Equipment purchases from P.E.M.C.O. Educational and Contract Furniture Company for the New Pivik Elementary School, under the COSTAR State Contract Pricing Agreement in the amount of \$222,785.35, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of the Nello Construction Change Orders numbered 002, 003, 004 and 005, as presented.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to strike the Plum Borough real estate tax liens for vacant property located on Lynn Ann Drive, Block and Lot Number 630-G-17, provided the Purchaser of said property: 1) Pays the district \$8,500.00 2) Pays all attorney and filing fees associated with obtaining Court approval. 3) Improves the property, within a reasonable time established by the court, by erecting a single-family dwelling thereon.

*Motion by: Matthews Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

The Facilities Committee met on November 22, 2011. Mr. Matthews will make this report. The next meeting is scheduled for Tuesday, December 13, 2011 immediately following the Finance Committee Meeting in the Board Room.

**Personnel Committee – Mrs. Rose McGuirk, Chair**

Recommend approval to accept with regret, the retirement of Mrs. Kathryn May, Bus Driver after 18 years of service, effective January 1, 2012.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept the official start date of December 5, 2011 for Ms. Kathleen Shirey Regency Park Principal/Supervisor of Special Education.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Mr. Jeff Hadley as Principal at Center Elementary at a per annum salary of \$83,000 prorated for the 2011-2012 school year, effective January 9, 2012.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Mr. Christopher Betta as a Math teacher at Plum Senior High School at a prorated salary of \$44,500, with a Bachelor's Degree at Step 1, at an effective date to be determined by the Superintendent.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Ms. Emily Sasso as Elementary Computer teacher at Center and Holiday Park Elementary Schools effective January 20, 2012 at a prorated salary of \$44,500 with a Bachelor's Degree at Step 1.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Mrs. Renee Simone as Elementary Computer Teacher at Center and Pivik Elementary Schools effective January 20, 2012 at a prorated salary of \$47,000 with a Master's Degree at Step 1.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Mr. Michael Pugachow as a Mechanic effective November 30, 2011 at an hourly rate of \$23.45 per hour.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Mr. Paul Randour as a Bus Driver effective November 30, 2011 at an hourly rate of \$14.80.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to create the position of Network Administrator effective December 1, 2011.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to appoint Mr. Chris Burkey as Network Administrator at a per annum salary of \$40,558, prorated for the 2011-2012 school year, effective December 1, 2011.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to create a Special Education Aide position at Regency Park Elementary School for 35 hours a week retroactive to November 14, 2011.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to recall furloughed employee, Mrs. Sandra DeFazio, for the Special Education Aide position at Regency Park Elementary School retroactive to November 14, 2011.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to amend the end date of the FMLA leave of Mrs. Renae Ritchie, Special Education Aide at Adlai Stevenson Elementary School, from November 11, 2011 to January 3, 2012.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*



Recommend approval of the following leaves:

1. An unpaid medical leave for Mr. William Sikora, Bus Driver, retroactive to September 28, 2011 through December 31, 2011
2. An unpaid FMLA leave for Mrs. Jennifer Evans, Kindergarten teacher at Pivik Elementary School, retroactive to November 14<sup>th</sup> through November 28, 2011.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of Ms. Michelle Zajac for Professional Contract after completing three years of satisfactory service.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Mr. Nick Drobac as a Substitute Bus Driver effective November 30, 2011 at \$11.75 per hour.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Ms. Carol Varrati as a Substitute Bus Aide effective November 30, 2011 at \$10.75 per hour.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend ratifying the Collective Bargaining Agreement between Plum Borough School District and Plum Borough Paraprofessional Education Support Professionals, PSEA/NEA for a three year term commencing July 1, 2010, as presented.

*Motion by: McGuirk Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

**Education Committee – Mr. Sal Colella, Chair**

Recommend approval to accept the Voluntary Disposition of Student A.

*Motion by: Colella Second by: White*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

The Education Committee met on November 1, 2011. Mr. Colella will make this report. The next meeting is scheduled for Wednesday, December 7, 2011 at 6:00 p.m. in the Board Room.

**Finance Committee – Mr. Andrew Drake, Chair**

Recommend approval of the Treasurer's Report and bill payments for October 2011, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Delinquent Real Estate Taxes and Fees collected by Andrews and Price for October 2011.

Prior Year Delinquent Taxes	\$75,903.82
Per Capita Taxes	\$ 359.77
Miscellaneous Fees Recovered	\$ 349.89
<b>Total Amount Collected</b>	<b>\$76,613.48</b>

Recommend approval to accept the Local Audit for the Earned Income Tax Collector for year ended December 31, 2010, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept the Allegheny County Health Insurance Consortium Financial Report for fiscal years ended June 30, 2010 and 2011, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept the Resolution authorizing the Plum Borough School District participation in the Joint Purchasing Agreement with the Allegheny Intermediate Unit #3 for 2012, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend ratification of the Agreement with Pittsburgh Mailing for the 2011 Act 1 Homestead/Farmstead mandatory mailing in cooperation with the Allegheny Intermediate Unit #3, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of the following changes to the Student Activity Account as listed:

1. Dissolve Plum Senior High Cuisine Club, Account #8386, and transfer the \$957.58 balance to the Plum Senior High SADD Club, Account #8494, effective immediately.
2. Dissolve Plum Senior High Earth/Space Club, Account #10087, and transfer the \$5.62 balance to the Plum Senior High Student Government, Account #8566, effective immediately.
3. Create the Oblock Junior High Wood Chuckers Activity Club.
4. Approve Mr. Michael Brewer, Director of Administrative Services, as Student Activity Account Treasurer, effective January 2, 2012.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept a revised agreement with EQT Energy, LLC to supply natural gas to the New Pivik Elementary School, Location #436997, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept the November 2011 Budget Transfers, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval of the Resolution to appoint Keystone Collections to collect Local Service Taxes effective January 1, 2012, as presented.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

The Finance Committee met on November 15, 2011. Mr. Drake will make this report. The next meeting is scheduled for Tuesday, December 13, 2011 at 6:00 p.m. in the Board Room.

### **Policy Committee – Mrs. Loretta White, Chair**

Recommend approval of Policy #237 – Acceptable Student Use of Personally Owned Devices.

*Motion by: White Second by: Colella*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

The Policy Committee met on November 1, 2011. Mrs. White will make this report.

**Transportation Committee – Mr. Shane McMasters, Chair**

Recommend approval of donation of services for three mini-buses to the Sugar Plum Days Committee for use on December 17, 2011.

*Motion by: McMasters Second by: McGough*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

The Transportation Committee did not meet this month.

**Athletic Committee – Mr. Tom McGough, Chair**

Recommend approval to hire Mr. Joe Fishell as Junior High Assistant Wrestling Coach retroactive to November 18, 2011, at a stipend of \$2,596 for the 2011-12 season.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to hire Ms. Courtney Martz as Junior High Assistant Track Coach at a stipend of \$1,776 for the 2011-12 season.

*Motion by: McGough Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

Recommend approval to accept the following volunteer coaches:

1. Mr. Jim Tomlinson as Volunteer Bowling Coach for the 2011-12 school year.
2. Mr. Paul Cheripka as Volunteer Assistant Bowling Coach for the 2011-12 school year.
3. Mr. Cliff Kirchartz Volunteer Assistant Bowling Coach for the 2011-12 school year.
4. Mr. Randy Riggs Volunteer 8<sup>th</sup> Grade Boys' Basketball Coach effective November 30, 2011.

*Motion by: McGough Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

The Athletic Committee did not meet this month.

**Technology and Communications Committee – Mr. Shane McMasters, Chair**

The Technology and Communications Committee did not meet this month.

**Food Service and Nutrition Committee – Mrs. Loretta White, Chair**

The Food Service and Nutrition Committee did not meet this month.

**Safety and Security Committee – Mr. Jeff Russo, Chair**

The Safety and Security Committee did not meet this month.

**Intergovernmental Committee – Mr. Tom McGough, Chair**

The Intergovernmental Committee did not meet this month.

**Forbes Road Career and Technology Center – Mr. Jeff Russo, Representative**

Forbes Road Career and Technology Center's Joint Committee met on November 15, 2011. Mr. Russo will make this report. The next meeting is scheduled for December 15, 2011.

**Eastern Area Schools – Mrs. Loretta White, Representative**

Eastern Area Schools' Joint Committee met on November 17, 2011. Mrs. White will make this report.

**President's Report – Mr. Kevin Dowdell**

Mr. Dowdell made his report.

**Superintendent's Report – Dr. Lillian Naccarati**

Recommend approval to accept the Superintendent's Reports as submitted.

*Motion by: Drake Second by: Russo*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

**Solicitor's Report**

Mr. Price had no report.

## **Announcements**

The Reorganization Meeting of the Plum Borough School District Board of Directors is scheduled for Monday, December 5, 2011 at 7:00 p.m. in the Board Room.

The December Regular Board Meeting is scheduled for Tuesday, December 20, 2011 at 7:00 p.m. in the Senior High School Auditorium.

Congratulations to Mr. Bill Andrews, Andrews & Price LLC, the 2011 recipient of the Award for Distinguished Career Achievement in School Law from the Pennsylvania School Board Solicitors Association.

## **Adjournment**

Motion to adjourn at 8:22 p.m.

*Motion by: McMasters Second by: Drake*

*Final Resolution: Motion Passes*

*Yes: Colella, Dowdell, Drake, Matthews, McGough, McGuirk, McMasters, Russo, White*

*No: None*

*Absent: None*

ATTEST TO:

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Board Secretary