



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, February 12, 2018

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Administration Building large conference room. The meeting was called to order at 6:30 p.m. by the Board President, Pamela Chirls, who announced that adequate notice of this meeting had been provided by amendment to notice approved at the Board's reorganization meeting on January 4, 2016 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *The Alternative Press* and the Livingston Township Clerk.

Members Present: Charles "Buddy" August, Pamela Chirls, Ronnie Konner, Samantha Messer, George Shen and Evan Tong

Also in Attendance: Christina Steffner, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 50 members of the public and staff

Mrs. Konner moved the following:

Executive Session

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

Resolved, that the Livingston Board of Education adjourns to closed session to discuss:

- Legal Matter and Personnel

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 30 minutes and be it

Further Resolved, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Ms. Messer seconded the motion.

Vote all in favor.

At 7:05 p.m., Mrs. Chirls reconvened the public meeting.

Heritage Middle School Presentation

Mr. Shawn Kelly, Principal, introduced Kush Chinai, Zachary Lemchuck and Jake Marcus, Yali Shapira and Colin Schmied, and Gianna Healy and Ashley Sonnenberg, who each presented their science projects where they designed an experiment to reinforce their knowledge of the scientific method.

Superintendent's Report

Mrs. Steffner announced our Summer Academy course catalog is now available online and that we are offering remedial, bridge, enrichment and science programs as well as a new Brain Camp for students entering Grade 1 in September. Course descriptions are included in the catalog.

Mrs. Konner asked how this information is publicized to outside districts and Mrs. Steffner replied our counseling department shares the catalog with other counseling departments and she shares it with her superintendent group.

Mrs. Steffner continued that with all the talk about the flu in the news, we have been closely watching our staff and student attendance compared to this same period of time last year. Mrs. Steffner continued that the absences are about the same and we are not experiencing any increase due to the flu. Mrs. Steffner added our custodial and maintenance staff continue to make sure to wipe down classroom surfaces and door knobs with antibacterial cleansers each day and night and that we have a Halo machine that is used in the case we have multiple students sick in the same classroom. Mrs. Steffner confirmed the crews will take advantage of the February break to continue their wiping down of all these surfaces.

Mrs. Steffner explained the parent forum with Dr. Jess Shatkin last week where he discussed his book *Born to be Wild* drew an audience of about 65 people. Dr. Shatkin discussed the physiological make-up of the teenage brain, why and how they are designed to take risks, and shared strategies for parents to help them have conversations with their children so that they make good choices.

Mrs. Konner asked if we could share the slides Dr. Shatkin provided that evening. Mrs. Steffner will reach out to ask him for permission as the material could be copyrighted.

Mrs. Chirls suggested sharing some of the information from his website if they are available via links to YouTube.

Mrs. Chirls explained there was also a parent forum cosponsored with LMAC and HCHY and supported by the Township and Board of Education that discussed and explored possible solutions to what's happening in our own community.

Mrs. Chirls thanked LMAC for the funding they provide for programs that benefit our children.

Budget Discussion Featuring Special Education and Personnel (including discussion on Class Size Policy #2312)

Mrs. Steiger reviewed the programming for all students in the Student Services Department that includes the Pre-K continuum, ABA programming, self-contained programs, resource center programs, in-class support programs, related services and the Career Internship

Program that provides life skills and community based instruction to our high school students. Mrs. Steiger added that last year we were able to expand our offerings to include a transition to life program for 18 to 21 year olds. Mrs. Steiger also addressed the social emotional mental health programming offered to students through LINKS, our K-8 intervention program; ESS, our LHS component; and the Monmouth Court Campus which is an expanded high school satellite general education program. Mrs. Steiger continued that the Student Assistance Counseling Program is a preventative substance and program to address substance abuse. Mrs. Steiger added they will be launching a Student Assistance Counseling website after the February break that will house resources for families in need.

Mrs. Steiger ended her presentation by explaining her plan for program growth is the creation of another section of our learning disabled program at Hillside Elementary School in an effort to keep students in their home school. This is her department's only budget staffing request.

Mr. Robinson commended Mrs. Steiger on creating programs that bring students back and keeps them in district which, in turn, saves the district money.

Mrs. Chirls stated parents have expressed concerns about where to go for resources and is pleased to hear it will be addressed with the website. Mrs. Chirls added another parent concern is where students should go during the school day should they have issues and Mrs. Steiger replied every building has a school counselor and principal students can seek out when they are struggling. In addition, students can reach out to their teacher or school nurse. Mrs. Steiger added parents can also call her or the Superintendent and they will make sure they are connected with the right person.

Mrs. Konner asked if there are any plans for expansion at the Monmouth Court Campus and Mrs. Steiger replied she could easily fill the empty space downstairs with elective courses if that space became available to us.

Personnel and Enrollment

Mrs. Burman reviewed the proposed staffing in the budget which includes one full-time teacher at the high school to reduce class size, two full-time Basic Skills Instruction teachers to support math instruction at both the elementary schools and Heritage, one full-time Teacher of Students with Disabilities for the expansion of the Special Education program and one full-time Applications Architect to support infrastructure, work on State reporting programs and add support for instructional technology within the District.

Mr. Robinson reviewed enrollment and anticipates going down two sections this coming year. Mr. Robinson continued he will offset this by adding a second grade and fifth grade class at a school yet to be determined. The addition of these two sections will allow flexibility in keeping class sizes small should more students register as the year continues.

Mr. Robinson confirmed our elementary class size guidelines are 22 in grades K-2 and 25 in grades 3-5.

Mrs. Konner expressed concern that some elementary class sizes are already over guidelines and how they will be impacted with the completion of the apartment complex on Eisenhower Parkway.

Mr. Robinson replied they try to keep class sizes within guidelines but sometimes there are circumstances that push them slightly over.

Mrs. Chirls stated some of the middle and high school core subjects appear to have high class sizes and asked if there are any other plans to adjust those class sizes besides hiring one additional full-time employee. Mrs. Chirls continued that the Board promised to keep class sizes low during the referendum.

Mrs. Konner added they discussed having a target of 25 students in the core subjects and have never agreed to classes of 30 or 31 students.

Mr. Stern explained student schedule changes that occur after they create the master schedule affect the class sizes.

Mrs. Steffner added even if you created a schedule to spread students evenly across a course, the computer creates a schedule with the student's priorities which inadvertently contains conflicts with other courses and that also affects the number of students in each section.

Mr. Kelly explained at Heritage they had more students sign up for French this year which created the need for a shift in world language sections and fitting students into those classes.

Mrs. Chirls added she was surprised to find a class of 31 or 32 in world language at Heritage and Mr. Kelly explained when the schedule was originally created, there were 17 to 18 students in those classes. There were a number of staffing issues that occurred simultaneously that caused the collapse of three classes into two which resulted in the class size of 31. Mr. Kelly continued this decision was made after they exhausted every option.

When discussing the class size policy, Mrs. Chirls stated if there is an understanding that the administration will try and maintain the guidelines, she doesn't need to make a change to the policy.

Mrs. Steffner suggests memorializing the guidelines in the regulation.

Mr. Robinson suggested in the summer, the administration will go through what they expect the class sizes to be for different classes in September.

Mrs. Konner stated the Board has consistently said class sizes are a concern and as the budget is built, we need to project if there is a need for more staff and have those discussions with each other.

Mrs. Chirls added that maintaining a reasonable class size gives the teacher an opportunity to have a relationship with students, offer a little bit of relief and causes less anxiety.

Ms. Messer stated if you run the numbers, the budget is correct and allows for classes slightly under 25 although the students might not be evenly distributed. Ms. Messer added it's more about the exceptions made and they should see those during the summer review of class sizes.

Mr. August requested that the Board be notified when a class goes over guidelines.

Board Reports

Diversity Committee

At the last meeting, Mr. Shen said they reviewed Martin Luther King Jr. Day and how to improve it in the future as well as a project called Humans of Livingston, a social media campaign to promote Livingston. Mr. Shen added next week is Lunar New Year and the Chinese community will be holding a celebration on February 24 at Livingston High School.

Policy #0155 – Board Committees

This policy was approved in September and as the Board reviewed what has occurred to date, questions arose about the role of the committee and how information from the committee is shared with the rest of the board.

There was a disagreement between Mrs. Chirls, Mrs. Konner and Mrs. Steffner over having presentations provided to the committee and again to the full board.

Mrs. Steffner and Mrs. Chirls agreed to have New Jersey School Boards come back and review how we use our committees. Mrs. Steffner will reach out to Charlene Petersen.

Approval of Minutes

These minutes were tabled until the March 19 meeting so that revisions can be made.

1. Voting Meeting Minutes of January 29, 2018
2. Workshop/Voting Meeting Minutes of February 5, 2018

Public Input on Agenda Items ~ up to 15 minutes

Steve Shaiman, 4 Knollwood Drive, asked if we still implement soft borders.

Sasha Koff, 13 Rumson Road, thanked the Board and Mrs. Steffner for the two nights of parent presentations. Mrs. Koff suggested we take the advice of Dr. Shatkin when it comes to start time of the school day and use of electronics and surveys. Mrs. Koff suggested including Dr. Shatkin when updating our curriculum that relates to health and wellness.

Joyce Gore, 7 Claremont Avenue, asked after hearing of the dangers of being on computers and cell phones, how much instruction is going on by the teacher versus the time kids are spending in front of the computers. Mrs. Gore also suggested the climate survey be given again. Mrs. Gore questioned if the chain of command is working in the district.

Brian Bradley, 82 Elmwood Drive, requested Mrs. Steffner commit to the community that she will not bring back random student drug testing as long as she remains Superintendent in the district.

Dee Dee Pulver, 47 Winchester Road, expressed her concern that the special education presentation did not address students with 504 plans and parents don't know where to go for help.

In response to the public comment, Mr. Robinson replied that with the expansion at the elementary schools, we have dramatically reduced the number of students who are soft

bordered. Mr. Robinson continued parents are asked to register new students before May 15 in an effort to assist us in keeping soft bordering of students low.

Mrs. Steffner replied Dr. Shatkin mentioned it is important to strike a balance on device usage and she agrees we should monitor screen time for educational purposes but it is other uses, watching television while doing homework, playing video games and constantly being on the phone that he advised should be limited at home.

Mrs. Steffner replied as part of the Strategic Plan, there is a culture and climate survey that will go out at the end of February/early March.

Mrs. Steffner replied the administrative team meets with Livingston Education Association representatives on a regular basis to discuss staff concerns. Mrs. Steffner will look into the chain of command comment with them at their next meeting.

Mrs. Steffner replied that she respects that certain people in this community are absolutely opposed to random student drug testing but she also knows there are plenty who believe it is a good idea. Mrs. Steffner continued that she could not in good conscience at this point make any recommendation either to visit or not revisit this issue if she believed it was in the best interest of the students. Mrs. Steffner is open to looking at other strategies and continues to do so.

Mrs. Steiger explained there are many forums held throughout the year for parents of special needs and that 504 plans are not special education, they are general education.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Konner moved the following:

1.1 Textbook

Resolved, that the Livingston Board of Education approves the following textbook as shown on ***Attachment A***.

Mr. Shen seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
Nays - None

STUDENT SERVICES

Mr. August moved the following:

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2017-2018 for one (1) Livingston student with disabilities, as classified and recommended by the Child Study Team, in facilities with tuition costs to be determined within the limits established by the New Jersey Board of Education as shown on ***Attachment B***.

Mrs. Konner seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
 Nays - None

BUSINESS

Mr. August moved the following:

3.1 Payment of Bills

Whereas, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

Resolved, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10&11	Regular	\$826,971.30
12	Regular	32,578.04
20	Regular	147,178.80
60	Cafeteria	<u>198,192.37</u>
	TOTAL	<u>\$1,204,920.51</u>

Regular Checks	74584-74955	\$1,006,728.14
Cafeteria Checks	1023-1028	<u>198,192.37</u>
	TOTAL	<u>\$1,204,920.51</u>

3.2 Board Secretary Report – December 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for December 31, 2017, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

Whereas, the Livingston Board of Education has received the report of the Treasurer for December 31, 2017, which report is in agreement with the Report of the Board Secretary, and

Whereas, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	8,382,395	10,000	
(11) Current Expense		27,920,237	3,533,719
(12) Capital Outlay		373,428	3,178,235
(20) Special Revenue Fund	61,899		
(30) Capital Projects Fund	2,060,477		

(40) Debt Service Fund	110,008		
Total:	10,614,779	28,303,665	6,711,954

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of December 31, 2017, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

Resolved, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

Further Resolved, the Livingston Board of Education certifies that, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:20-2.13(d) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3.3 Field Trips

Resolved, that the Livingston Board of Education approves the following field trips as shown on ***Attachment C***.

3.4 Conferences and Overnight Trips

Resolved, that the Livingston Board of Education approves the conferences and overnight trips as shown on ***Attachment D***.

3.5 Rejection of Bids – Soil Removal at the Livingston Fire Station

Resolved, that the Livingston Board of Education is rejecting all of the seven bids received on November 28, 2017, for the soil removal at the Livingston Fire Station. All bids exceeded the budget for the project.

3.6 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #01-18 which is on file at the Board of Education office.

3.7 Acceptance of Grant

Resolved, that the Livingston Board of Education approves the acceptance of a \$500 grant from the Exxon Mobil Educational Alliance Program.

Mrs. Konner seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen,
Mrs. Chirls (abstain from checks #74770, 74748, 74946)
Nays - None

PERSONNEL

Mrs. Konner moved the following:

4.1 Resignations

Resolved, that the Livingston Board of Education accepts the resignations of:

Name	Position	Reason	Location	Last Day of Employment
<i>Barbara Kaplan</i>	Teacher of Spanish	Retirement	LHS	June 30, 2018
<i>Michael Collins</i>	Teacher of Social Studies	Retirement	LHS	June 30, 2018
<i>Susan Meyers</i>	Instructional Aide	Retirement	LHS	June 15, 2018
<i>Arnecia Henson</i>	Instructional Aide	Resignation	LHS	February 7, 2018
<i>Marilyn Blom-Nash</i>	Playground Aide	Resignation	Harrison	February 2, 2018

4.2 Leaves of Absences

Resolved, that the Livingston Board of Education approves the leaves of absences of:

Name	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
<i>Mollyann Piegari*</i>	TOSD	Harrison	1/29/18-2/23/18	2/26/18-5/25/18**	5/29/18-6/30/18	8/29/18
<i>Niobel Torres</i>	TOSD	LHS	5/14/18-6/30/18	8/29/18-11/2/18**	NA	11/5/18
<i>Kristi DeMiceli</i>	TOSD	MPE	5/24/18-6/30/18	8/29/18-11/23/18**	11/26/18-6/30/19	8/29/19
<i>Diane Salvatori</i>	Instructional Aide	BHE	NA	NA	3/1/18 – TBD	TBD
<i>Gerardina Forster</i>	Occupational Therapist	Collins	NA	8/29/18-11/23/18**	11/26/18-2/8/19	2/11/19
<i>Maxine Davner</i>	Instructional Aide	Hillside	3/1/18-3/14/18 (.5)	3/14/18 (.5)-3/30/18**	NA	4/2/18

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.3 Transfers

Resolved, that the Livingston Board of Education approves the transfers as indicated on **Attachment E**.

4.4 Appointments

Resolved, that the Livingston Board of Education approves the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Oshaira Pichardo*</i>	LHS	School Counselor	First Year Tenure Track	Alison Abrams	MA	4	\$61,637 (pro-rated)	3/12/18
<i>Gennarino DeLuca</i>	MPMS	Custodian	NA	Greville Honore (new appt)	C	1	\$39,638 (pro-rated)	1/29/18
<i>Marken Hyka</i>	Collins	Custodian (nights)	NA	Easton Hyatt (transfer)	C	1	\$39,638 (pro-rated) plus \$975 for nights and \$625 for Black Seal	3/1/18**
<i>Helene McNanna*</i>	HMS	Teacher of Social Studies	Leave Replacement	Vanessa Vito	D	1	\$68,163 (pro-rated)	2/8/18-6/30/18

**amended from a previous agenda
**begins 60 day probationary period*

Resolved, that the Livingston Board of Education approves the appointment of the Teaching Assistants and Instructional Aides as listed on **Attachment F**.

4.5 Substitutes

Resolved, that the Livingston Board of Education amends the appointment of *Kristina Duda* as a long-term substitute Teacher of Students with Disabilities (replacing Kerri Beinhacker) at Heritage Middle School from December 18, 2017, through **January 31, 2018**. Ms. Duda was compensated \$100 per day for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2017-2018 school year:

Teachers

*Danielle Stecki
Austin Biss
Ehrya Jean Kang*

Secretaries

Coco Sung (\$14.00/hr)

Custodians

Fabian Yearwood (\$15.50/hr)

4.6 Extra Work Pay

Resolved, that the Livingston Board of Education approves the following payments as listed on **Attachment G** for work performed.

4.7 Stipends

Resolved, that the Livingston Board of Education approves *Jose Ra*, Custodian, to receive \$625 stipend for obtaining his boiler's license, effective February 1, 2018.

Resolved, that the Livingston Board of Education accepts the resignation of *Michael Russo* as Assistant Boys Lacrosse Coach for Livingston High School for the 2017-2018 school year.

4.8 Lateral Moves

Resolved, that the Livingston Board of Education amends contract changes to be made for the certificated staff members listed on **Attachment H** who completed course work with passing grades and are eligible for a lateral move on the contract guide. The salary adjustments are effective and retroactive to February 1, 2018.

4.9 Mentor Fees

Resolved, that the Livingston Board of Education approves the individuals **Attachment I** listed as assigned mentors to receive payment in accordance with the schedule listed.

4.10 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individual listed on **Attachment J** for an extra period assignment for the dates listed.

4.11 Medical examination

Resolved, that the Livingston Board of Education authorizes the Superintendent, on their behalf, to require Employee #4294 to submit to a medical examination for a second opinion in accordance with Policy #4160, Policy #4161, N.J.S.A. 18A:16-2 and N.J.A.C. 6A:32-6.3.

Mr. August seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
Nays - None

MISCELLANEOUS

Mr. August moved the following:

5.1 HIB Report

Resolved, that the Livingston Board of Education accepts the findings of HIB cases.

5.2 Suspension Report

Resolved, that the Livingston Board of Education approves the Suspension Report for the month of January.

Mr. Shen seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
Nays - None

Public Comment ~ up to 15 minutes

Sage Blinderman, 18 East Drive, from both forums last week realizes we do not have an Opioid problem and agrees that random student drug testing should be tabled for good.

Justin Alpert, 56 Amherst Place, spoke about science being pushed in the State and added if we planned for growth, we wouldn't need soft borders.

Mark Stern, LHS Principal, congratulated Barbara Kaplan, Susan Myers and Michael Collins on their retirements and wished them the best. Mr. Stern provided feedback on his shadowing of a student at the high school today.

Dee Dee Pulver, 47 Winchester Road, said parents need to be educated about how to go about getting help for their children.

Old Business

Policy #0168 – Recording Board Meetings

There was a discussion about video recording board meetings that included the costs involved, setting up a stationary camera or having faculty and students' tape, editing out students, the quality of the video, how many people would watch it and where and when it would be posted.

Mr. Robinson suggested changing the wording of the policy to expand how long we keep our audio tapes of the meetings.

Ms. Messer supported a ceiling mount.

Mrs. Konner supported videotaping as a way to improve communication and be transparent.

Mr. August was not in support of videotaping. Mr. August expressed the audio tape is sufficient.

Mr. Shen agreed with Mr. August that the audio tape is sufficient.

Mrs. Chirls agreed we should increase the length of time we keep the audio tapes in the policy and is supportive of incurring a small expense for videotaping the meetings.

With respect to the Health and Wellness survey, Mrs. Konner asked how parents will be able to record they have multiple children and how staff can record the grade level they teach.

Mrs. Steffner replied there are questions asking if you are male or female, whether you are a student or staff and what department and grade level is taught.

Mrs. Kosonocky explained they are working with the company that if a parent clicks they have multiple children, when the survey is complete, it will automatically loop back again to the beginning so the parent can fill it out again for the second and/or third child.

Mrs. Steffner added per Mrs. Konner's request, they changed the word extra-curricular to after school activities in the survey.

New Business

Mr. August asked if we could research having spelling bees in the district.

Mr. August asked if he could get the list of alumni participating in the 30th high school reunion.

Mr. August thanked everyone for the condolences over the loss of his mother.

ADJOURNMENT

At 10:05 p.m., Mrs. Chirls asked for a motion to go into Executive Session to discuss the Superintendent's mid-year evaluation. No action will be taken.

Mrs. Konner moved the following:

EXECUTIVE SESSION

1. Legal Matters
2. Negotiations
3. Personnel

Whereas, N.J.S.A. 10:4-1 et seq., also known as the "Sunshine Law," authorizes a public body to meet in executive or private session under certain limited circumstances, and

Whereas, said law requires the Board to adopt a resolution at a public hearing before it can meet in such an executive or private session, now, therefore, be it

Resolved, by the Livingston Board of Education that:

- (A) It does hereby determine that it is necessary to meet in executive session on February 12, 2018 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
 1. Matter rendered confidential by federal law, state statute or rule of court.
 2. Matter in which the release of information would impair a right to receive federal funds.
 3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
 4. Collective bargaining matter.
 5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
 6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
 7. Investigation of violations or possible violations of law.
 8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
 9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
 10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.

Ms. Messer seconded the motion.

Vote all in favor.

Respectfully submitted,

Steven K. Robinson
Board Secretary

February 12, 2018