

**REORGANIZATION MEETING, BOARD OF EDUCATION, SOUTH ORANGETOWN  
CENTRAL SCHOOL DISTRICT, BLAUVELT, NEW YORK, FRIDAY, JULY 1, 2011**

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**I. CALL TO ORDER**

Mrs. Pitruzzella called the meeting to order at 7:40 a.m.

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CALL TO ORDER

7:40 A.M.

**II. ROLL CALL**

Present: Mrs. Pitruzzella  
Mr. Spiro  
Mr. De Vincenzo  
Mr. Jacobs  
Mrs. Uhl

Dr. Ken Mitchell, Superintendent of Schools  
Ms. Ann Vaccaro-Teich, Deputy Superintendent  
Members of Administration

Theresa Campanella, District Clerk

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ROLL CALL

**III. OATH OF OFFICE**

The Oath of Office was administered to returning Board Members Guy De Vincenzo and Leon Jacobs. Mrs. Campanella also administered the Oath of Office to Dr. Ken Mitchell, Superintendent of Schools.

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OATH OF OFFICE

**IV. APPOINTMENT OF DISTRICT CLERK**

Motion by Mr. Spiro

Seconded by Mrs. Pitruzzella

**RESOLVED:** that Theresa Campanella be appointed District Clerk for the ensuing year at a salary of \$11,200.00.

*Motion to accept carried unanimously.*

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APPOINTMENT OF  
DISTRICT CLERK

**V. NOMINATION AND ELECTION OF BOARD OFFICERS**

**A. Board of Education President**

1. Nominated Rosemary Pitruzzella

Nominated by Mr. Spiro

Seconded by Mr. De Vincenzo

2. Motion to close nominations Mr. Spiro Seconded by Mrs. Uhl

***Board Voted: Yes 5, No 0; Rosemary Pitruzzella is declared Board President for the period from July 1, 2011, to June 30, 2012.***

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NOMINATION &  
ELECTION OF  
BOARD OFFICERS

Board of Education  
President –  
Rosemary  
Pitruzzella

**B. Board of Education Vice President**

1. Nominated: Mr. De Vincenzo

2. Nominated by Mr. Spiro

Seconded by Mrs. Pitruzzella

3. Nominated: Mr. Jacobs

Board of Education  
Vice President –  
Leon Jacobs



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TD Bank  
JP Morgan Chase  
Cutwater Asset Management

**BE IT FURTHER RESOLVED** that such banks be authorized to submit quotes to the District with regard to Time Open Deposit, Certificates of Deposit, Treasury Notes and Bills, leaving it to the option of the Treasurer to change the location of such accounts at the discretion of the Treasurer.

***Motion to accept carried unanimously.***

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**X. DESIGNATION OF OFFICIAL NEWSPAPERS OF DISTRICT**

Motion by Mrs. Uhl \_\_\_\_\_ Seconded by Mr. De Vincenzo \_\_\_\_\_

**RESOLVED:** that the Journal News, Our Town, and Rockland County Times be designated the official newspapers of the School District for the 2011-2012 school year.

***Motion to accept carried unanimously.***

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**XI. ESTABLISHMENT OF MILEAGE RATE**

Motion by Mrs. Uhl \_\_\_\_\_ Seconded by Mr. Spiro \_\_\_\_\_

**RESOLVED:** that the mileage compensation rate for employee use of personal cars in the conduct of School District business be approved at the federal rate as established by IRS regulations. See current effective rate appended.

***Motion to accept carried unanimously.***

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**XII. ESTABLISHMENT OF PETTY CASH ACCOUNTS**

Motion by Mrs. Uhl \_\_\_\_\_ Seconded by Mr. Spiro \_\_\_\_\_

**RESOLVED:** that the following Petty Cash Accounts be established with a limit of \$25.00 per occurrence:

Board of Education	Theresa Campanella	\$100.00
Superintendent's Office	Theresa Campanella	100.00
Business Office	Ann Vaccaro-Teich	100.00
Tappan Zee High School	Jennifer Amos	100.00
S.O. Middle School	Karen Tesik	100.00
Wm. O. Schaefer School	Nora Polansky	100.00
Cottage Lane School	Brian Culot	100.00
Tappan Zee Elementary	William Lee	100.00
Buildings & Grounds/Transportation	Phil Scala	100.00
Family Resource Center	Margaret Umbrino	100.00

***Motion to accept carried unanimously.***

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DESIGNATION OF  
OFFICIAL  
NEWSPAPERS OF  
DISTRICT

ESTABLISHMENT  
OF MILEAGE RATE

ESTABLISHMENT  
OF PETTY CASH  
ACCOUNTS

**XIII. ORGANIZATION MEMBERSHIP AND ATTENDANCE AT CONFERENCES**

Motion by Mr. Spiro

Seconded by Mr. Jacobs

**WHEREAS** the following Associations provide in-service instructional programs, through local chapters and annual State and/or National workshops, and

**WHEREAS** they provide timely information in the matters of information with regard to State and Federal legislation, school finance and law,

**BE IT RESOLVED** that the Board of Education authorizes membership and attendance at conferences for itself in the Associations listed below as follows:

Lower Hudson Education Coalition  
National School Boards Association  
New York State School Boards Association  
Rockland County School Boards Association

**BE IT FURTHER RESOLVED:** that the Board of Education authorizes membership for staff, as approved by the Superintendent of Schools, in the following Associations:

Advocacy for Gifted & Talented Education (AGATE)  
American Association of School Administrators  
American Counseling Association  
American Institute of Certified Public Accountants  
American Library Association  
American Association for Teachers of Spanish  
Association for Childhood Education  
Association for Supervision & Curriculum Development  
Association of School Business Officials International  
Baseball Coaches Association  
BOCES School Purchasing Association  
Data Analysis Technology Assistance Group (DATAG)  
Council for Exceptional Children  
Girls Basketball Coaches Association  
Hudson Valley Coaches Association  
International Reading Association  
International Society for Technology in Education  
Lower Hudson Association of School Business Officials  
Lower Hudson School Purchasing Association  
Lower Hudson Association for Pupil Transportation  
Lower Hudson Athletic Association  
Lower Hudson Council of Pupil Personnel Administrators  
Lower Hudson Council of School Superintendents  
Lower Hudson Council of School Personnel Administrators  
Lower Hudson Girls Lacrosse Coaches Association  
Math Counts Foundation  
Mid-Hudson School Study Council  
National Association of College Administrators  
National Association of Elementary Principals  
National Association of Secondary Principals  
National Middle School Association  
National School Reform Faculty

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National Schools Public Relations Association  
National Society for Gifted & Talented Children  
National Staff Development Association  
National Athletic Trainers Association  
National Strength Conditioning Association  
National Council for Teachers of Mathematics  
New York Middle School Association  
NYS Association for Health, Physical Education, Recreation & Dance  
NYS Association for Supervision and Curriculum Development  
NYS Association of Municipal Purchasing Officials  
NYS Association of Pupil Transportation  
NYS Association of School Business Officials  
NYS Council of School District Administrators  
NYS Council of School Superintendents  
NYS Personnel Administrators Association  
NYS Public High School Athletic Association  
NYS School Music Association  
NYS Society of Certified Public Accountants  
NYS Superintendent of Building & Grounds Association  
NYS Science Olympiad  
NYS Math Olympiad  
Phi Delta Kappa  
Rockland County Assistant Superintendents Association  
Rockland County Association of School Business Officials  
Rockland County Chief School Administrators Association  
Rockland County School Personnel Administrators Association  
Rockland County Music Educators Association  
Rockland County Public School Athletic League  
Rockland County Superintendent of Building & Grounds Association  
Section One, Inc  
Section 1 Boys Soccer Coaches  
Section 1 Swim Diving  
Section 1 Boys Tennis  
Section 1 Golf Coaches Association  
Section 1 Softball Coaches  
The College Board  
Tri-State Consortium  
US Lacrosse  
Volleyball Coaches Association  
Westchester County Basketball Coaches Association  
Westchester/Rockland County Track & Field Coaches Association

***Motion to accept carried unanimously.***

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**XIV. JOINT BIDDING**

Motion by Mrs. Uhl

Seconded by Mr. Jacobs

**JOINT BIDDING**

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**WHEREAS** it would be in the joint interests of South Orangetown Central School District to participate in cooperative bids with any municipality for subdivision of New York State inclusive of New York State, for the purchase of various supplies, materials, labor and equipment, including computers and technology commodities for the 2011-1202 year as provided by General Municipal Law, Sec. 119-0, and

**AND WHEREAS** each Board retains the legal authority to contract with the successful vendor(s), and shall not be bound by purchase contracts or other agreements made by the other Boards, therefore

**BE IT RESOLVED** that the South Orangetown Central School District hereby agrees to participate when appropriate in such cooperative bids for the 2011-12 school

*Motion to accept carried unanimously.*

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**XV. TAX ROLLS**

TAX ROLLS

Motion by Mr. Spiro

Seconded by Mr. De Vincenzo

**RESOLVED** that for the purpose of the tax rate computation based on the District's tax levy for 2011-2012, the Board of Education hereby accepts the tentative assessment rolls which are maintained by the Town of Orangetown. The tentative rolls are subject to such revisions as may be made by the Assessor and the final rolls are certified to the District July 1, 2011 for tax levy purposes.

*Motion to accept carried unanimously.*

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**XVI. HEALTH SERVICES PROVIDED TO NON-RESIDENT STUDENTS ATTENDING SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT**

HEALTH SERVICES  
PROVIDES TO  
NON-RESIDENT  
STUDENTS  
ATTENDING  
SOCSD

Motion by Mrs. Uhl

Seconded by Mr. De Vincenzo

**RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes the Board President and Superintendent of Schools to execute contracts for health services provided to non-resident students attending district programs for the 2011-2011 school year. The amount charged to sending school districts is based on a proportion of actual costs incurred by the district

*Motion to accept carried unanimously.*

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**XVII. ACTION ITEMS**

ACTION ITEMS

**A. CONSENT AGENDA**

CONSENT  
AGENDA

Motion by Mrs. Uhl

Seconded by Mr. Jacobs

**RESOLVED:** that the following Consent Agenda Items be approved (see resolutions marked with an asterisk {\*})

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**RESOLVED:** that Schedule 11/12 A-1, Board Appointments, be approved as attached (*see pink schedule*).

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**RESOLVED:** that Schedule 11/12 P-1, Professional Personnel, be approved as attached (*see blue schedule*).

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**RESOLUTION APPOINTING SHORT-TERM "ACTING PRINCIPAL"**

**BE IT RESOLVED,** in the event that the Building Principal is absent from the building during the 2011-2012 school year, the following individuals shall serve as "Acting Principal" for short-term student discipline matters pursuant to Section 3214 of the New York State Education Law for the respective buildings as set forth below:

Cottage Lane Elementary School:	Karen Ramirez
South Orangetown Middle School:	Richard Niedhart; & Dan Sullivan, in the absence of both the Building Principal & Richard Niedhart
Tappan Zee Elementary School:	Sheila Beglin
Tappan Zee High School:	Sheila Silverman; & Juliet Gevargis, in the absence of both the Building Principal & Sheila Silverman
William O. Schaefer School:	Jeannine Carr

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**Adoption of Policy Manual**

**BE IT RESOLVED** that the Board of Education of the South Orangetown Central School District hereby adopts policies 0000 through 9645 as presented to the Board of Education by the New York State School Board Association Policy Service and as modified by the Board's Policy Subcommittee, as presented to the board at this meeting;

**AND BE IT FURTHER RESOLVED** that the Board hereby rescinds the entire Erie I BOCES policy manual.

***Motion to accept Consent Agenda carried unanimously.***

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**B. CONSENT AGENDA FOR BUSINESS OPERATIONS**

Motion by Mr. Spiro Seconded by Mrs. Uhl

**RESOLVED:** that the following Consent Agenda for Business Operations Items be approved (see resolutions marked with an asterisk {\*})

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SCHEDULE 11/12 –  
A-1, BOARD  
APPOINTMENTS

SCHEDULE 11/12 –  
P-1,  
PROFESSIONAL  
PERSONNEL

RESOLUTION  
APPOINTING  
SHORT TERM  
"ACTING  
PRINCIPAL"

ADOPTION OF  
POLICY MANUAL

CONSENT  
AGENDA FOR  
BUSINESS  
OPERATIONS

**REORGANIZATION MEETING, BOARD OF EDUCATION, SOUTH ORANGETOWN  
CENTRAL SCHOOL DISTRICT, BLAUVELT, NEW YORK, FRIDAY, JULY 1, 2011**

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**Acceptance of Consumer Price Index**

**RESOLVED** that the Board of Education of the South Orangetown Central School District accept the published December 2010 and May 2011 Consumer Price Index Report for New York-Northern New Jersey of 1.4% and 2.9%, respectively. This CPI index will be utilized by the District for the extension of certain contracts in accordance with contract terms and conditions.

ACCEPTANCE OF  
CONSUMER PRICE  
INDEX

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**Approval of Consultants Fees Less than \$3,000**

**RESOLVED** that the Board of Education of the South Orangetown Central School District authorizes the Superintendent of School to execute contracts with Consultants for fees aggregating less than \$3,000.00 in the calendar year.

APPROVAL OF  
CONSULTANTS  
FEES LESS THAN  
\$3000

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**Acceptance of Institutional Account Card Report**

**RESOLVED** that the Board of Education of the South Orangetown Central School District accept the Institutional Account Card report, as per District policy. See appended report.

ACCEPTANCE OF  
INSTITUTIONAL  
ACCOUNT CARD  
REPORT

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**Acceptance of Cell Phones, Laptops Inventory**

**RESOLVED** that the Board of Education of the South Orangetown Central School District accept the inventory of cell phones, and laptops, as per District policy.

ACCEPTANCE OF  
CELL PHONES,  
LAPTOPS  
INVENTORY

	Cell Phones	Laptops/Peripherals
Administrators	18	35
Support Staff	1	0
Facilities/Transportation Staff	21	2
Professional Staff	1	107

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**Establishment of 2011-2012 Debt Service Fund Budget**

**WHEREAS** the Board of Education of the South Orangetown Central School District, as part of the 2011-2012 budget development, approved the appropriation of a transfer out to the Debt Service Fund and the use of the Debt Service Reserve to fund the principal and interest payments of the District's serial bonds and installment purchase debt.

**RESOLVED** that the Board of Education of the South Orangetown Central School District approves the 2010-2011 Debt Service Fund Budget:

Estimated Revenues – A/C #V510	\$ 2,766,076
V5031 Transfer-in – General Fund	2,766,076

ESTABLISHMENT  
OF 2011-2012 DEBT  
SERVICE FUND  
BUDGET

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Appropriated Fund Balance – A/C #V599	\$ 367,534
Appropriations A/C #V960	\$ 3,133,610
V9711.600-10-0000 Serial Bond Principal	1,440,000
V9711.700-10-0000 Serial Bond Interest	1,018,192
V9714.600-10-0000 Serial Bond RPT Principal	275,000
V9714.700-10-0000 Serial Bond RPT Interest	17,532
V9785.600-10-0000 Installment Debt Principal	191,402
V9785.700-10-0000 Installment Debt Interest	191,484

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**Increase 2011-2012 General Fund Budget – St. Dominic’s Intermediate Care Facility (ICF)**

**WHEREAS** Under New York State Education Law (Chapter 721 of the Laws of 1979) and regulations, school districts are responsible for the education of children placed in an Intermediate Care Facility (ICF). The District has eight students residing at St. Dominic’s Intermediate Care Facility. The students attend BOCES for their educational services. The State of New York Office of Mental Retardation and Developmental Disabilities funds 100% of the cost of educating children placed in the Intermediate Care Facility at St. Dominic’s.

**RESOLVED** that the Board of Education of the South Orangetown Central School District increase the 2011-2012 budget in the estimated amount of \$887,846 as follows:

Estimated Revenue – A/C# A510	\$ 887,846
A/C# A3104 Tuition Ch.47 ICF	\$ 887,846
Appropriations – A/C # A960	\$ 887,846
A/C # A2250.490-40-0099 Tuition ICF	\$ 769,939
A/C # A5540.490-80-0099 BOCES-Transport. ICF	\$ 117,907

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**Establishment of the Early Childhood Program Budget**

**RESOLVED** that the Board of Education of the South Orangetown Central School District approves the budget for 2011-2012 for the following Early Childhood Programs:

**Pre-School Program**

Estimated Revenues – A/C F510	\$ 173,884.00
Tuition - Preschool Program – A/C F1312	173,884.00
Appropriations – A/C F960	\$ 173,884.00
Instructional Salaries – F2252.15x-00-1312	97,020.00
Support Staff Salaries – F2252.16x-00-1312	26,899.00
Benefits – F9xxx.800-00-1312	49,965.00

INCREASE 2011-2012 GENERAL FUND BUDGET – ST. DOMINIC’S INTERMEDIATE CARE FACILITY (ICF)

ESTABLISHMENT OF THE ECP BUDGET

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**Integrated Program**

Estimated Revenues – A/C F510	\$ 168,834.00
Tuition - Integrated Program – A/C F1322	125,634.00
Tuition – Universal Pre-K – Integrated A/C F1322.1	43,200.00
Appropriations – A/C F960	\$ 168,834.00
Instructional Salaries – F2252.15x-00-1322	119,078.00
Support Staff Salaries – F2252.16x-00-1322	10,415.00
Benefits – F9xxx.800-00-1322	39,341.00

**619 Grant**

Estimated Revenues – A/C F510	\$ 34,329.00
State Aid – A/C F1012	34,329.00
Appropriations – A/C F960	\$ 34,329.00
Instructional Salaries – F2252.15x-00-1012	22,160.00
Contractual – F2252.16x-00-1012	5,628.00
Benefits – F9xxx.800-00-1012	6,541.00

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**Establish School Lunch Budget 2011-2012**

**ESTABLISH  
SCHOOL LUNCH  
BUDGET 2011-2012**

**RESOLVED** that the Board of Education establishes the 2011-2012 Budget for the School Lunch Fund in the amount of \$958,126 as follows:

Estimated Revenues- A/C C510	\$823,240
C1440 Cafeteria Sales	588,757
C2770 Kindergarten Milk Sales	11,000
C2772 Vending	14,000
C31901 State Reimbursement –Lunch	14,139
C31902 Federal Reimbursement-Lunch	135,163
C31903 State Reimbursement – Breakfast	381
C31904 Federal Reimbursement – Breakfast	6,800
C4190 Surplus Food – Commodities	53,000
Appropriated Fund Balance – A/C C599	134,886
Estimated Appropriations- A/C C 960	\$958,126
C2860.160 Non-instructional salaries	35,689
C2860.200 Equipment	66,000
C2860.401 Management Co. Admin. Fee	56,138
C2860.402 Management Co. Direct Exp.	603,209
C2860.409 Other Contractual	77,746
C2860.400 Commodity Usage	53,000
C2860.450 Supplies & Materials	25,000
C2860.490 BOCES Services	22,000
C9010.800 Employee Retirement	6,621

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C9030.800 FICA/Med	2,850
C9045.800 Life Insurance	12
C9055.800 Disability	26
C9060.800 Health Insurance	9,084
C9060.801 Dental Insurance	570
C9070.800 EMM	181

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**Increase Special Aid Fund Budget – Universal Pre-K Grant**

**WHEREAS** the State of New York has allotted the South Orangetown Central School District state aid in the amount of \$189,000 for Universal Pre-Kindergarten. The aid allows the District to pay a maximum of \$2,700 per child to a maximum of 70 children to attend a pre-kindergarten program in Rockland County.

**RESOLVED** that the Board of Education of the South Orangetown Central School District increase to the 2011-2012 Special Aid Fund budget in the amount of \$189,000 as follows:

Estimated Revenue - A/C# F510	\$189,000
A/C# F2510 State Aid–Universal Pre-K	\$189,000
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Appropriations - A/C# F960	\$189,000
A/C# F2510.400-00-2512 Contractual – UPK	\$189,000

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**Establishment of Summer Handicapped Program Budget**

**WHEREAS:** the Committee on Special Education (CSE) determines whether a student requires extended school year special education services in order to prevent substantial regression in accordance with Section 200.6 (j) of the Commissioner's Regulations. Currently, the State funds the program at eighty percent and the District funds the remaining twenty percent, which is budgeted in General Fund.

**RESOLVED:** that the Board of Education of the South Orangetown Central School District establishes the budget for the 2011 Summer Handicapped Program:

Summer Handicap Program:

Estimated Revenue – A/C #F510	\$ 474,258
State Aid – F9611	394,714
Transfer In – F5031	79,544
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Appropriations – A/C #F960	\$ 474,258
Contractual – Tuition – F2253.475.00.9612	16,896
Contractual – Tuition – F2253.485.00.9612	12,800
Contractual – Tuition – F2253.476-00-9612	12,600
Contractual – Tuition – F2253.489-00-9612	13,167
BOCES Services – F2253.490.00.9612	304,300
BOCES Transportation – F5540.490.00.9612	114,495

INCREASE  
SPECIAL AID  
FUND BUDGET –  
UNIVERSAL PRE-  
K

ESTABLISHMENT  
OF SUMMER  
HANDICAPPED  
PROGRAM  
BUDGET

**REORGANIZATION MEETING, BOARD OF EDUCATION, SOUTH ORANGETOWN  
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**Certificate of Acceptance of the Free and Reduced Price Meal Program,  
Including Family Income Eligibility Guidelines**

**RESOLVED** that the Board of Education of the South Orangetown Central School District accepts and participates in the Free and Reduced Price Meal Program Policy for the 2011-12 school year.

**BE IT FURTHER RESOLVED** that the Board of Education accepts the Income Eligibility Guidelines for the Free and Reduced Price Meal Program Policy for the 2011-12 school year, as appended.

***Motion to accept Consent Agenda for Business Operations carried unanimously.***

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**C. RESOLUTION TO APPROVE NORMAL WORK DAY**

Motion by Mrs. Uhl

Seconded by Mr. De Vincenzo

**WHEREAS:** the New York State Comptroller's Office has recommended that the Board of Education approve the normal work day of all bargaining units and independent contracts;

**BE IT RESOLVED:** that the follow represents the normal work days for the employees of the South Orangetown Central School District:

<b>Contract Titles</b>	<b>Standard Hours/Day</b>
Superintendent	7
Deputy Superintendent	7
Asst. Superintendent for Curriculum & Instruction	7
Confidential Secretary to Superintendent	7
Accountant II	7
Accountant I	7
Administrative Secretary I	7
Athletic Trainer	7
Certified Occupational Therapist	7
Certified Occupational Therapist Assistant	7
Clerk	7
Coordinator of Family Resource Center	7
Director of Athletics, Health, Physical Education & Safety	7
Director of Facilities	8
Director of Human Resources	7
Director of Technology	7
Maintenance Supervisor	8
Personnel Assistant	7
Physical Therapist	7
Public Information Specialist	7
Purchasing Supervisor	7
Senior Payroll Clerk	7
SOASA - Administrators	7
EASO - Teachers	7
SNASO - Nurses	7

**CERTIFICATE OF  
ACCEPTANCE  
OF FREE &  
REDUCED PRICE  
MEAL  
PROGRAM,  
INCLUDING  
FAMILY INCOME  
ELIGIBILITY  
GUIDELINES**

**RESOLUTION TO  
APPROVE  
NORMAL WORK  
DAY**

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SOCBDA-Custodial & Maintenance	8
SOEAA - Aides	6
SOEAA - LFT	6
SOEAA - Lunch Supervision	3
SOSA - Secretaries	7
SOTAA - Teaching Assistants	6
SOSTA - Substitutes (Teacher)	7

*Motion to accept carried unanimously.*

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**D. RESOLUTION TO ADOPT DISTRICT'S REVISED CODE OF CONDUCT**

Motion by Mrs. Uhl

Seconded by Mr. Spiro

**RESOLVED** that the Board of Education of the South Orangetown Central School District re-adopts the district's Code of Conduct for the 2011-2012 school year.

*Motion to accept carried unanimously.*

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**E. RESOLUTION TO ACCEPT PROFESSIONAL DEVELOPMENT PLAN**

Motion by Mr. Spiro

Seconded by Mrs. Uhl

**RESOLVED** that the Board of Education of the South Orangetown Central School District accepts the District's Professional Development Plan in accordance with Subdivision of 100.2 of the Regulations of the Commissioner of Education.

*Motion to accept carried unanimously.*

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**XVIII. ADJOURNMENT**

Motion by Mr. Spiro

Seconded by Mr. Jacobs

**RESOLVED** that the Reorganization Meeting of the Board of Education of the South Orangetown Central School District be adjourned at 8:16 a.m. to a Regular Board Meeting.

RESOLUTION TO  
ADOPT DISTRICT'S  
REVISED CODE OF  
CONDUCT

RESOLUTION TO  
ACCEPT  
PROFESSIONAL  
DEVELOPMENT  
PLAN

ADJOURNMENT

8:16 A.M.

Respectfully submitted,

Theresa Campanella  
District Clerk