

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BOARD MEETING MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, June 13, 2017

1. Flag Salute

2. Notice of Meeting

I hereby make this statement to indicate compliance with the Open Public Meetings Act known as Chapter 231 of the Public Laws of New Jersey, 1975, which became effective 90 days after enactment, January 19, 1976.

Notice of this meeting was given by providing the location, time and date of this meeting, and posting of the same on the front door of the Board of Education offices, by delivering copies to the Borough Hall and the Metuchen Public Library, The Home News and Tribune, The Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

3. Roll Call

Mr. Benderly	A	Mr. Manley	P
Ms. Gibson	P	Ms. McGuire	P
Ms. Killean	A	Mr. Small	P
Mr. Lifton	P	Mr. Suss	P
Ms. Lunt	P		

4. Presentation/Discussion Items

• Showcase of Success

- ❖ 2017 National Spanish Exam Gold Level Winners
 - *Caroline Leon*
 - *Jason Tang*
 - *Isabel Weiner*
- ❖ State Seal of Biliteracy Awards
 - *Alexander Brooks*
 - *Michael Carro*
 - *Elizabeth Lawson*
 - *Theodore Matthee-O'Brien*
 - *Rhea Sali*
 - *Ashton Sopher*
 - *Siri Uppuluri*
 - *Siya Zhang*

❖ Spring Sports Champions

Boys Golf GMC Blue Division and Central Jersey Group 1 Champions 2016-2017

Colin	Gaven	Matt	Murphy
Jack	Bradley	Tyler	Clancy
Charlie	Bradley	Thomas	Cordes
Kevin	Marraro	Mike	DeCoite
Spencer	McLane	Justin	Derector
Spencer	Peyrot	Joey	DeVizio
Tom	Resko	Max	Gerlach
John	Spera	Eric	Leaf
Corey	Williams	Eric	Lewandowski
Noah	Catalanello	John	Li
Michael	Cyran	Nolan	Spera

Girls Track Individual Champions

Jessica	Harding	400 Hurdles Sectional Champion
Camille	Lussier	1600 & 3200 Sectional Champion

Girls Track Central Jersey Group 1 Champions

Tracey	Ackep	Tracy	Michalski
Lisa	Ackep	Amanda	O'Connell
Emily	Belyk	Tasha	Pais
Emma	Capron	Smruti	Patel
Christina	Ciampi	Sophie	Rubin
Patricia	Dela Cruz	Kate	Santus
Richa	Desai	Kendall	Schuchman
Domonique	Dudley	Drew	Schuchman
Jessica	Harding	Hannah	Silverman
Alex	Harkness	Julia	Silverman
Milli	Hines	Nina	Suss
Emma	Kacani	Ilakiya	Udhayakumar
Hope	Kenny	Bridget	Waldron
Joy	Li	Rachel	Wentnick
Lauren	Lobdell	Grace	Wetzel
Katie	Lobdell	Jodie	Zeng
Camille	Lussier	Maggie	Zeng
Kate	McGrath		

Softball Blue Division Co-Champs and State Sectional Champions

Brooke	Bandola	Bridget	O'Connor
Alanna	Benderly	Julie	Piro
Julia	DiBenedetto	Sarah	Prehodka

*Amount may change based upon settlement of contract

<i>Julia</i>	<i>Fenton</i>	<i>Julie</i>	<i>Stankiewicz</i>
<i>Emily</i>	<i>Glutz</i>	<i>Molly</i>	<i>Walters</i>
<i>Molly</i>	<i>O'Connor</i>	<i>Rachel</i>	<i>Wyetzner</i>

Girls Track Group I State 4x800 Champions

<i>Jessica</i>	<i>Harding</i>	<i>Milli</i>	<i>Hines</i>
<i>Nina</i>	<i>Suss</i>	<i>Jodie</i>	<i>Zeng</i>

- ❖ Safe Routes to School Awards – Campbell Elementary School and Edgar Middle School

- **Presentation**

- ❖ Student Advisory Board

Campbell Elementary School: *Keira Caccavano*

Danny Galligan

Edgar Middle School:

Kyle Rutter

Keira Dowd

Carly Pichalski

Jai Dreher

Metuchen High School:

Nelson Shi

Sean Lu

Hope Kenny

Isabelle Hong

Rhea Sali

Bridget Waldron

5. Report of the President of the Board of Education

Nothing at this time.

6. Report of the Superintendent of Schools

Dr. Caputo introduced Maha Hadi, Special Education Teacher at Campbell Elementary School, Deneane Bonassisa, LDTC, Caroline Forde, 5th Grade Teacher at Edgar Elementary School, and Kevin McPeek, Principal at Edgar Middle School.

7. Report of the Business Administrator/Board Secretary

Nothing at this time.

8. Committee Reports

The technology, policy, finance and curriculum committees have not met since the last board meeting.

Athletics

Report given by Ms. McGuire.

Negotiations:

Report given by Mr. Lifton.

9. New Business

Mr. Suss would like for the district to reach out to the new newspaper Metuchen Mirror.

10. Old Business

Nothing at this time.

11. Minutes

Move to approve the minutes of the following meetings:

May 23, 2017	Special Business Meeting (1)
May 23, 2017	Special Executive Meeting (2)
May 23, 2017	Board Meeting
May 23, 2017	Special Executive Meeting (3)

Ms. Lunt
Moved

Mr. Suss
Seconded

Motion Carried: Special Business Meeting (1) (5-2-0) Ms. McGuire and Mr. Small abstained;
Special Executive Meeting (2) (5-2-0) Ms. McGuire and Mr. Small abstained;
Board Meeting: (6-1-0) Ms. McGuire abstained;
Special Executive Meeting (3): (6-1-0) Ms. McGuire abstained

12. Meeting Open to the Public

(for comment on any Presentation/Discussion items, Reports and New/Old Business)

Ms. Cea read a letter regarding her sons experience at Campbell Elementary School. Ms. Michelle Rosenfield read a letter on behalf of SEPAC supporting paraprofessionals and the impact they have on students.

13. Meeting Open to the Public

(for comment on the recommendations of the Superintendent of Schools)

Nothing at this time.

14. Recommendations of the Superintendent of Schools

(at this time the Board will take formal action on the following items – see attachments)

- A. Personnel
- B. Finance
- C. Policy
- D. Curriculum

15. Meeting Open to Public

Nothing at this time.

*Amount may change based upon settlement of contract

Board Meeting Minutes – June 13, 2017

16. Announcements

Mr. Suss read announcements.

17. Motion to Go Into Executive Session

(when applicable)

MEETING ADJOURNED: 9:25 PM

Resolution to Close Meeting

BE IT RESOLVED, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, that the Board of Education will now meet in executive session to discuss _____ and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

**Personnel Attachment
Section 14, A1-A10**

14. Recommendations of the Superintendent of Schools

(at this time the Board will take formal action on the following items)

A. PERSONNEL

1. Appointment – Certificated Staff

Move to approve the appointment of Dr. Tania Herzog as Director of Special Services, 12 month position, at the salary of \$133,750/year (pro-rated) effective July 1, 2017 or upon release from her current district through June 30, 2018.

2. Summer Work – Edgar Middle School

Move to approve the following for summer work at Edgar Middle School:

Position	Name	Time Period	Rate*
Guidance	Lisa Chango	3 days in August	\$520.42/day
Guidance	Lauren Campbell	3 days in August	\$287.29/day
Technology	Maryrose Little	3 days in August	\$380.65/day

3. Summer Work – Guidance Department Metuchen High School

Move to approve the following school counselors for summer work at Metuchen High School:

Counselor	# Days	Rate*
Leigh Hanbridge	5	\$389.72/day
Elizabeth DeMott	5	\$319.92/day
Traci Grauer	5	\$495.34/day
Judi Cheung	5	\$534.05/day

4. Summer Work – Metuchen High School Peer Leadership

Move to approve Peer Leadership Trainers at their per diem rate for two (2) days:

Name	Per Diem Rate*
Laura Connolly	\$319.92/day
Chris Giddes	\$282.53/day

5. Summer Work – Metuchen High School Weight Room Supervisors

Move to approve the following as summer weight room supervisors at the rate of \$25.00/hr.* as needed:

Ed Albanese	Lauren Butler	Mike Knoth**
Michele McCorkle	John McDonald	Nick Zaneto

**not a member of district staff

*Amount may change based upon settlement of contract

6. Metuchen Summer Institute High School Programs

Move to approve the following teachers for additional guidance and support to students preparing for college admissions, the application process and algebra courses:

Instructor	Topic	Stipend/Session or Hourly (# of sessions determined by enrollment)*
Lauren Volosin	Writing the College Essay	\$1,000 per session
Diane Kuenzel	Writing the College Essay	\$1,000 per session
Jonathan Stevens	SAT Prep Course	\$1,500 per session
Jane Harmon	SAT Prep Course	\$1,500 per session
Elizabeth DeMott	Tackling the Common Application	\$53.32/hr.
Janis Lewandowski	Algebra 1 Prep	\$84.17/hr.
Sherry Lifson	Algebra 1 Prep	\$83.25/hr.
Janis Lewandowski	Algebra 2 Prep	\$84.17/hr.
Sherry Lifson	Algebra 2 Prep	\$83.25/hr.

7. Metuchen Summer Institute – AP Edge: Pre-AP Preparation

Move to approve the following teachers for pre-advanced placement instruction in support of students, MHS Summer 2017:

Instructor	Subject	Stipend*
Lauren Volosin	AP Language & Composition	\$1,000
Eileen Wagenblast	AP Language & Composition	\$1,000
Adam Levy	AP Literature & Composition	\$2,000
Chris Giddes	AP US History: Part 1	\$2,000
William Schlavis	AP US History: Part 2	\$1,000
Jim Thomas	AP Statistics	\$1,000
Jonathan Stevens	AP Calculus	\$1,000
Josette Siebles	AP Chemistry	\$1,000
Martin Holleran	AP Biology	\$1,000
Yoko Kato	AP Environmental Science	\$1,000
Joseph Keagle	AP Physics	\$1,000
Kathleen McKeown	AP Art History	\$1,000
Kathleen McKeown	AP Studio Art	\$1,000
AP Music Theory	Stefeny Stofa-Kromholz	\$1,000

8. Rescission & Amendment– Co-Curricular Salaries

Move to approve the following rescission and amendment of co-curricular salaries for the 2016-2017 school year as shown on the chart listed below: (Agenda 6/26/16, Section 14, A13)

Campbell Elementary School			
CO-CURRICULAR		Stipend	Dec./June
Rescind:			
Breaking the Chain Club Gr. 1-4 (A ½)	Lisa Levin	\$508.50	\$254.25
Amend:			
From: Breaking the Chain Club Gr. 1-4 (A ½)	Franchesca Hunt	\$508.50	\$254.25
To: Breaking the Chain Club Gr. 1-4 (A)	Franchesca Hunt	\$1017	\$508.50

*Amount may change based upon settlement of contract

9. Extended School Year Staff – Special Services

Move to approve the following as staff for the 2017 Extended School Year Program:

In-District Teachers Extended School Year 2017

Name	Program	Per Diem*	Per Hour	# of Hours	# of Days	Total*
Katie McKenna	Elementary ABA	\$273.61			22	\$6,019.42
Brittany Okoszko	Teacher K-1	\$282.53			22	\$6,215.66
Sivan Peleg	Elementary MIPP	\$341.99			22	\$7,523.78
Alaina Warakomski	Elementary (1-2)	\$296.04			22	\$6,512.88
Julie Hertzog	Elementary (3-5)	\$446.50			22	\$9,823
Beth McLaughlin	Math	\$278.21			17	\$4,729.57
Marilyn Lewis	Secondary Reading	\$508.79			17	\$8,649.43
Kathy Rice	Teacher Self-Contained	\$380.65			22	\$8,374.30
Elissa Cadel	H.S. Program	\$289.02			22	\$6,358.44
Janice Billik	School Nurse	\$474.05			22	\$10,429.10

Total: \$ 74,635.58

**Related Services In-District
Extended School Year 2017**

Name	Program	Per Diem*	Per Hour*	# of Hours	# of Days	Total*
Tiny Tots, Inc	ESY O.T.		\$75	48		\$3,600
Lori-Anne DiSerio	ESY P.T.		\$88	33		\$2,904
Puzzle Solutions	ESY BCBA		\$82	36		\$2,952
Laurie Walker	ESY Speech	\$499.42			13 days	\$6,492.46
TBD	ESY Speech				13 days	TBD

Total: \$ 15,948.46*

*Amount may change based upon settlement of contract

Paraprofessionals Extended School Year 2017

Name	Program	Per Hour*	# of Hours	Total*
Kathy DeNicola	Para-Professional ESY	\$21.26	99	\$2,104.74
Debbie Gold	Para-Professional ESY	\$19.06	99	\$1,886.94
MaryJo Paulmenn	Para-Professional ESY-MIPP	\$17.86	99	\$1,768.14
Amy Artman	Para-Professional ESY	\$17.56	99	\$1,738.44
Judy Hoffman	Para Professional ESY	\$17.56	99	\$1,738.44
Jeana Torzilli	Para-Professional ESY	\$17.31	99	\$1,713.69
MaryBeth Hronich	Para-Professional ESY	\$17.31	99	\$1,713.69
Mary Sutherland	Para Professional ESY	\$17.31	99	\$1,713.69
Lisa Amend	Para-Professional ESY	\$17.31	99	\$1,713.69
Farhana Omarzai	Para-Professional ESY	\$17.11	99	\$1,693.89
Gresy Johnson	Para-Professional ESY	\$17.11	99	\$1,693.89
Danielle Mauro	Para-Professional ESY	\$17.11	99	\$1,693.89
Roseanne Fisher	Para-Professional ESY	\$17.11	99	\$1,693.89
Farhana Khan	Para-Professional ESY	\$17.11	99	\$1,693.89
Danielle Movsesian	Para-Professional ESY	\$17.11	99	\$1,693.89
Jennifer Lesniak	Para-Professional ESY	\$17.11	99	\$1,693.89

Total: \$ 27,948.69*

*Amount may change based upon settlement of contract

**Substitute Teachers/Paraprofessionals (As needed)
Extended School Year 2017**

Name	Program	Per Diem*	Per Hour*
Danielle Weitzner	Substitute Teacher	\$90	
Tara Tay	Substitute Teacher	\$90	
Eileen Kuchar	Substitute Teacher	\$90	
Jennifer Pasquale	Substitute Teacher	\$90	
Roxy Aggarwal	Substitute Teacher	\$90	
Samanta Jackson	Substitute Teacher	\$80	
Saadia Rizwan	Substitute Teacher	\$85	
Karen Capron	Substitute Paraprofessional		\$17.11
Samanta Jackson	Substitute Paraprofessional		\$17.11
Tara Tay	Substitute Paraprofessional		\$17.11
Roxy Aggarwal	Substitute Paraprofessional		\$17.11
Gail Zelle	Substitute Paraprofessional		\$17.11
Hope Serratelli	Substitute Paraprofessional		\$18.86
Josephine Czochanski	Substitute Paraprofessional		\$17.11
Roseanne Giegerich	Substitute Paraprofessional		\$17.11
Jessica Kovacs	Substitute Paraprofessional		\$17.11
AnnMarie Sorg	Substitute Paraprofessional		\$17.11

*Amount may change based upon settlement of contract

Child Study Team Extended School Year 2017

Name	Position	Per Diem Rate*	# of Days	Total*
Alissa Trapanese	Psychologist	\$367.64	18	\$6,617.52
Christina Theiss	Psychologist	\$389.72	18	\$7,014.96
Karen Calantoni	Learning Consultant	\$292.11	9	\$2,268.99
Christine Cuthbertson	Learning Consultant	\$495.34	9	\$4,458.06
Deneane Bonassisa	Learning Consultant	\$430.88	9	\$3,877.92
Karla Riera	Learning Consultant	\$423.75	9	\$3,813.75
Lisa Granados	Social Worker	\$367.64	10	\$3,676.40
Evette Collier	Social Worker	\$520.92	10	\$5,209.20

Total: \$36,936.80*

*Amount may change based upon settlement of contract

10. Coaches – Metuchen High School 2017 - 2018

Move to approve the following coaches for Metuchen High School 2017-2018 school sports seasons:

Sport	Coach	Position	Step	Stipend*
Girls Basketball	**Lindsay Brown	JV Coach	1	\$6,053
Girls Basketball	**Robert Capra	Volunteer Assistant Coach	-	-
Baseball	**Leo Danik	Head Coach	3	\$8,674
	William Colavito (shared)	JV Coach	2	\$2,924
	**Robert Bennetti (shared)		3	\$3,006.50
	**Robert Dougherty	Freshmen Coach	3	\$5,556
	Ken Smith	Volunteer Varsity	-	-
Softball	**George Micak	Head Coach	3	\$8,674
	**Hannah Thomas	JV Coach	2	\$5,848
	** Chris Micak	Volunteer Coach	-	-
Field Hockey	Katherine McKenna	JV Coach	1	\$5,889
Boy's Tennis	Jim Thomas	Head Coach	3	\$6,845
	**Summer Thomas	JV Coach	2	\$4,542
Boy's Spring Track	Martin Holleran	Head Coach	3	\$8,674
	**Kyle Thomas	Assistant	3	\$5,930
Girl's Spring Track	Kelli Holleran	Head Coach	3	\$8,674
	William Schlavis	Assistant Coach	3	\$5,930
	Joseph Keagle	Assistant Coach	3	\$5,930
Golf	Richard Stoner	Head Coach	3	\$6,511
Golf	Frank Ruggerio	Assistant Coach	3	\$4,120
Football	Michael Warnock	Head Coach	1	\$10,586
	Guy Jensen**	1 st Assistant Coach	1	\$7,010
	George Micak**	Assistant Coach	3	\$7,010
	Scott Rockhill	Assistant Coach	3	\$7,010
	Jordan Leitner	Assistant Coach	1	\$6,679
Wrestling	Nicholas Zaneto	Volunteer	-	-
Cheerleading (fall)	**Sara Yocum	Head Coach	1	\$3,200
Cheerleading (winter)	**Sara Yocum	Head Coach	1	\$3,200

**not a member of the district staff

*Amount may change based upon settlement of contract

Mr. Manley
Moved

Mr. Suss
Seconded

Motion Carried: (7-0-0)

**Finance Attachment
Section 14, B1-B7**

B. FINANCE

1. Facilities Use Agreement with BASC

Move to approve the Facilities Use Agreement with BASC (Before and After School Care) effective September 1, 2017 through June 30, 2018 at the rate of \$1,150/month.

2. Resolution – TurnKey Technologies Inc.

Move to approve the authorization of Turnkey Technologies Inc. to install and configure a security camera system in the District during the summer of 2017 at a cost of \$213,528.75 as per NJ State approved Cooperative Pricing System Contract #65MCESCCPS.

3. Resolution – CDW Government LLC

Move to approve the authorization of CDW Government LLC to install and configure Cat-6a wiring throughout the District during the summer of 2017 at a cost of \$459,892.72 as per Tech. Supplied & Services Bid #MRESC15/16-11 between CDW Government LLC and Middlesex County Regional Services Commission (Educational Services Commission of New Jersey).

4. Resolution – CM3 Building Solutions Inc.

Move to approve the authorization of CM3 Building Solutions Inc. to install and configure an access control security system in the District during the summer of 2017 at the cost of \$64,382 as per Camden County ESC Contract #66CCEPS.

5. Professional Development

Move to approve the following professional development activities as listed on the attached chart:

Start Date	End Date	Activity Title	Last, First Name	Bldg.	Requested Expense Total	Payment Method	FFPI #
5/18/2017	5/18/2017	New Jersey Evaluation Training - Plainfield (PM)	Opitz, Amy	C/O	\$ -	No cost	
5/18/2017	5/18/2017	New Jersey Evaluation Training - Plainfield (PM)	Zaneto, Barbara	C/O	\$ -	No cost	
5/22/2017	5/22/2017	Student Teacher Mentoring	Gonzalez, Alexandra	CES	\$ -	No cost	
7/13/2017	7/13/2017	Creating Trauma-Sensitive Schools & Communities	Azevedo, Suzy	C/O	\$ 50.00	Other	

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Board Meeting Minutes – June 13, 2017

7/19/2017	7/19/2017	Leadership Lessons Learned from Columbine and Beyond	Porowski, Edward	CES	\$ -	No cost	
7/30/2017	8/4/2017	CS Discoveries	Misuraca, Roseanna	EMS	\$ -	No cost	
8/21/2017	8/22/2017	Google CS4HS-MS	Misuraca, Roseanna	EMS	\$ -	No cost	
10/19/2017	10/21/2017	2017 National Forum on Character Education	Porowski, Edward	CES	\$ 834.10	Other	

6. Field Trips

Move to approve the following field trips for students in the Metuchen School District as listed below:

School	Destination	Class/Group	Teacher/Advisors	Dates(s)	No. of Students
EMS	Beana's Para Siempre Mexican Restaurant Rahway, NJ	Students will be able to compare and contrast Mexican and American culture by experiencing and ordering food at a Mexican restaurant.	E. Park A. Smith	6/14/17	Approx. 20
MHS	Greece	To give students a hands on experience of ancient Greek arts and architecture, how it shaped important aspects of our world that is still in use.	K. McKeown J. Cathcart C. DeSimone M. Poandl 2 additional chaperones	6/28/18 – 7/6/18	Approx. 25
MHS	Costa Rica	Culture, conversation, environmental science	S. Karger Additional chaperones	Spring Break 2019	Approx. 25-40

7. Out of District Student Placements

Move to approve the following extended school year out of district student placements:

**EXTENDED SCHOOL YEAR 2017
OUT OF DISTRICT PLACEMENTS**

Student ID#	Program/School	Tuition
2020006	Bright Beginnings	\$4,771
002020015	Bright Beginnings	\$7,772
002017002	Bright Beginnings	\$5,039
002017217	East Brunswick Public School	\$11,295
002016141	Montgomery Academy	\$6,841

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Board Meeting Minutes – June 13, 2017

002015090	Montgomery Academy	\$6,841
20161954	Montgomery Academy	\$6,841
002022238	Windsor Learning Center	\$9,150
2022011	Eden Institute	\$18,236
2019170	Eden Institute	\$18,819
2022005	Eden Institute	\$17,807
2015216	Midland School	\$9,684
2021410	Collier High School	\$9,210
002022034	Collier High School	\$9,210
2019013	Collier High School	\$9,210
2020017	Newmark School	\$3,708
002024003	Harbor Haven	\$7,650
002025011	Hi-Step	\$3,600
2026237	Hi - Step	\$3,600
2020012	Perkins School for the Blind	\$38,780
2020138	Somerset Academy	\$5,993
002015124	New Road Somerset	\$8,653
002017134	New Road Somerset	\$8,653
002017076	Village School - Holmdel	\$6,116
2020004	Douglas Developmental	\$20,200
002015099	JFK	\$6,962
2018004	Project Hire	\$4,505
002022128	UBHC - Rutgers	\$12,566
002018222	Mary A. Dobbins School	\$8,400

Mr. Small
Moved

Mr. Lifton
Seconded

Motion Carried: (7-0-0)

*Amount may change based upon settlement of contract

**Policy Attachment
Section 14, C1-C2**

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for May 22 – June 9, 2017.

2. Membership Resolution

The Board of Education of School District 3120 County of Middlesex State of New Jersey, as provided for in Chapter 172 Laws 1979, (N.J.S.A. 18A:11-3. et seq.) herewith enrolls Metuchen High School as a member of the New Jersey Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among the policies adopted annually by the Board. *Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution, the Board of Education adopts its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.*

Ms. McGuire
Moved

Mr. Small
Seconded

Motion Carried: (7-0-0)

**Policy Attachment
Section 14, D1**

D. CURRICULUM

1. Textbook Purchase

Move to approve the purchase of the following textbook:
HMH Geometry for Honors Plane and Solid Geometry at Metuchen High School and Edgar Middle School.

Mr. Lifton
Moved

Mr. Manley
Seconded

Motion Carried: (7-0-0)