

**FRANKLIN TOWNSHIP SCHOOL  
NEW JERSEY 08868  
Board of Education  
REGULAR MEETING**

*September 19, 2016 – 6:30 p.m.*

**A G E N D A**

**I. Call to Order  
Open Public Meeting Announcement**

*“In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notices have been given of tonight’s meeting in area newspapers, which include the Hunterdon County Democrat and the Express-Times and posted on the bulletin board by the main office of the Franklin Township School, sent to the Township Clerk, and to all Board of Education members on January 7, 2016.*

**II. Roll Call – Patricia Martucci, SBA/BS**

T. French, *V.Pres.*        \_\_\_\_\_        G. Burdick        \_\_\_\_\_        C. Cama        \_\_\_\_\_  
A. Homulak        \_\_\_\_\_        F. Yasunas        \_\_\_\_\_        C. Crielly, *Pres.*\_\_\_\_\_

**III. Flag Salute**

**IV. Presentations**

- Girl Scouts – Bronze Level Recycling Project
- Solar Update – Ryan Scerbo and Mark Warner

**V. Resolved, to approve the following minutes:**

- August 22, 2016 – Regular Meeting

**(att. V)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**VI. Superintendent’s Report - Dr. Carol Fredericks**

**A. Information/Discussion Items:**

1. PTA Update
2. Enrollment **(att. VI.A.2)**
3. Opening of School
4. Back to School Night
5. Fall Festival Flyer **(att. VI.A.5)**
6. Tardy Report – August 31 – September 20, 2015
7. HIB Policy 5131.1 - Community Input and Board Training

*Section H. Harassment, Intimidation, and Bullying Investigation*

*The Board requires that every allegation of Harassment, Intimidation and Bullying be considered to determine if it meets Harassment, Intimidation and Bullying criteria. Then, if the allegations meet the criteria for Harassment, Intimidation and Bullying, a thorough and complete investigation will be conducted for alleged incident of harassment, intimidation, or bullying. The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist the school Anti-Bullying Specialist in the investigation.*

*The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.*

*The Principal shall proceed in accordance with the Code of Pupil Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Pupil Conduct has been implemented and provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, or take or recommend other appropriate action, as necessary. The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Pupil Conduct, intervention services provided, counseling ordered, training established or other action taken or recommended by the Superintendent. Parents of the pupils who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents or guardians shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.*

*A parent or guardian may request a hearing before the Board of Education after receiving the information. When a request for a hearing is granted, the hearing shall be held within ten school days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the pupils. At the hearing, the Board may hear testimony from and consider information provided by*

*the school Anti-Bullying Specialist and others, as appropriate, regarding the alleged incident, the findings from the investigation of the alleged incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination.*

*At the regularly scheduled Board of Education meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.*

*A parent, pupil, legal guardian, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).*

## **VII. Business Administrator Report**

## **VIII. Public Comments - Privilege of the Floor (3 minutes)**

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

## **IX. Subcommittee Updates**

- A. Negotiations – Mr. Cama, Mr. Yasunas
- B. Policy – Mr. Burdick, Ms. Crielly, Mr. French
- C. Budget & Finance – Ms. Crielly, Ms. Homulak
- D. Curriculum – Ms. Crielly, Mr. French
- E. Communications – Mr. Yasunas, Mr. Cama, Mrs. Homulak
- F. Appeal – Mr. Burdick, Ms. Crielly, Mr. French
- G. Ad Hoc – Goals & Objectives – Ms. Crielly, Mr. French, Mr. Yasunas

## **X. Correspondence**

## **XI. Consent Agenda**

The matters listed below have been referred to the Board for reading and studying and are to be considered routine. They will be enacted with one motion. If separate discussion is desired, an item may be removed by Board assent.

**A. BUSINESS**

**1. SECRETARY/TREASURER'S REPORTS**

**Approve** the Secretary/Treasurer's Reports submitted for the months ending July and August 2016, which agree with each other and the bank.

(att. XI.A.1)

**2. FINANCIAL REPORTS CERTIFICATION**

**Approve** the following resolution:

Pursuant to N.J.A.C. 6A:23A-13.3(c)3, the Board Secretary certifies that no line account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23A-16.10(a) and; pursuant to N.J.A.C. 6A:23A-13.3(c)4, we certify that as of July 31, 2016 and August 31, 2016 after review of the monthly reports (appropriation section) and upon consultation with the appropriate officials, to the best of our knowledge no major line account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that sufficient funds are available to meet the district's financial obligations for the entire fiscal year.

**3. TRANSFER OF FUNDS**

**Approve** the transfer of uncommitted funds within the 2016-2017 school year budget as per the attached list.

(att. XI.A.3.)

**4. Approve** the September, 2016 bill list in the amount of \$635,268.41. (att. XI.A.4.)

**B. EDUCATION**

**1. Approve** the following field trip:

- Grade 8, Clinton Township Middle School, Dr. Michael Fowlin's presentation on violence prevention, bullying, diversity and acceptance, October 7, 2016.

(att. XI.B.1.)

**C. PERSONNEL**

**1. Approve** the following course applications:

- Steven Hunter Timko, Curriculum Evaluation, Rowan University, Fall 2016, Amount of Reimbursement - \$1,596
- Steven Hunter Timko, Introduction to the Principalship, Rowan University, Fall 2016, Amount of Reimbursement - \$404.00

(att. XI.C.1.)

**2. Approve** the following professional day requests:

- Mary Lou Findley, 25<sup>th</sup> Annual NJAAP School Health Conference, October 18, 2016, at no cost.
- Lauren Chrisman, NJ Science Convention, October 25, 2016, Registration Cost \$175.00, Mileage Reimbursement - \$22.32
- Lauren Chrisman, NGSS – Constructing Explanations/Engaging in Arguments from Evidence, February 15, 2017, Registration Cost - \$125.00, Mileage Reimbursement - \$12.09
- Dr. Carol Fredericks, Cultivate a Safe and Healthy School Climate, September 23, 2016, Registration Cost - \$149.00, Mileage reimbursement - \$31.00

**3. Approve** the following substitute nurse application:

- Sheryl Petrillo

(att. XI.C.3.)

**D. FACILITIES**

1. **Approve** the following use of facilities applications:
  - PTA – 8<sup>th</sup> Grade Fundraiser, Car Wash, Parking Lot, October 1, 2016 (Rain Date - October 2, 2016), 10:00 a.m. – 2:00 p.m.
  - PTA – School Store, Cafeteria, during lunch periods, 10/26/16, 11/16/16, 2/22/17, 3/29/17, 4/12/17
  - PTA – Holiday Workshop, Library, November 29 – December 2, 2016, 9:00 a.m. – 2:00 p.m.
  - Girl Scouts, Room #125, 3<sup>rd</sup> Tuesday of each month, 6:30 – 8:00 p.m., October 2016 – May 2017
  - Hunterdon Hustle, Gym, 6:30 – 9:30 p.m., Mondays, September – October 2016, April – June 2017; Wednesdays, September 2016 – June 2017; Fridays, November 2016 – March 2017  
(att. XI.D.1.)

**RESOLVED**, upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Yasunas				
Crielly				
Totals				

**XII. Discussion & Action Agenda**

All resolutions are upon the recommendation of the Superintendent.

**A. EDUCATION**

**1. Action Item:**

- a. Presentation of Self-Assessment – Anti-Bullying Bill of Rights Act  
(att. XII.A.1.a.)

**RESOLVED**, to approve the Franklin Township School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2015 - June 30, 2016.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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- b. **RESOLVED**, to approve the placement of Alison Manley, RVCC Student, with Mrs. Rainaldi, Third Grade Teacher for field experience during the fall 2016 semester.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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- c. **RESOLVED**, to approve the Constitutionally Protected Prayer Statement of Assurance for the 2016-2017 school year. **(att. XII.A.1.c.)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- d. **Resolved**, to approve the Franklin Township School 2016-2017 Nursing Services Plan. **(att. XII.A.1.d.)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- e. 2016-2017 DEAC/SCIP Committee Appointment  
**Resolved**, to approve Karen Caccavale, staff member; Robert Masino, parent; Dr. Fredericks, Administration, Sophia Van Ess, Special Education Supervisor and Frank Yasunas, Board Member.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**B. BUSINESS/FINANCE**  
**1. Action Items:**

- a. **Resolved**, to approve the 2016-2017 Interlocal Shared Service agreement for Business Services between the Franklin Township Board of Education and the Hampton Borough Board of Education, prorated as to actual start date at an annual cost not to exceed \$50,000. **(att. XII. B.1.a.)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- b. **RESOLVED**, to approve a Special Education Tuition Contract Agreement between the Franklin Township Board of Education (sending district) and the Lebanon Township Board of Education (receiving district) for student [#4084851256](#), at the tentative annual tuition rate of \$22,600.00, for the period September 1, 2016 through June 21, 2017. Contract is on file in the Board Office.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- c. **RESOLVED**, to approve a Special Education Tuition Contract Agreement between the Franklin Township Board of Education (sending district) and the Lebanon Township Board of Education (receiving district) for student [#9303861870](#), at the tentative annual tuition rate of \$15,000.00, for the period September 1, 2016 through June 21, 2017. Contract is on file in the Board Office.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- d. **RESOLVED**, to approve a Special Education Tuition Contract Agreement between the Franklin Township Board of Education (sending district) and the Lebanon Township Board of Education (receiving district) for student #[2135812138](#), at the tentative annual tuition rate of \$25,700.00, for the period September 1, 2016 through June 21, 2017. Contract is on file in the Board Office.

Motion                      Second                      By Voice Vote                      

Yes	No	Abstain	Absent
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- e. **RESOLVED**, to approve a Special Education Tuition Contract Agreement between the Belvidere Board of Education (sending district) and the Franklin Township Board of Education (receiving district) for one student at an annual tuition rate of \$24,500.00. All related services to be billed separately, at cost, to the sending district.

Motion                      Second                      By Voice Vote                      

Yes	No	Abstain	Absent
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- f. **RESOLVED**, to approve the transfer and appropriation of fund balance (FY16 Extra Ordinary Aid), not to exceed \$63,655.00 to fund the S.T.A.R.S. program for the 2016-2017 school year. (Salary and benefit waiver).

Motion                      Second                      By Voice Vote                      

Yes	No	Abstain	Absent
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- g. **RESOLVED**, to approve pursuant to N.J.A.C. 6A:26A, the submission of the Annual Maintenance Budget Worksheet Form M-1 and the District Multi-Year Comprehensive Maintenance Plan Report, for Fiscal Years 2016 through 2018 to the Hunterdon County Department of Education. (This form calculates the required minimum maintenance expenditure amount and the maximum maintenance reserve allowed.) **(att. XII.B.1.g.)**

Motion                      Second                      By Voice Vote                      

Yes	No	Abstain	Absent
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- h. **RESOLVED**, to approve the submission of and to accept the 2017 ESEA (Elementary and Secondary Education Act, formerly NCLB) Consolidated final grant award as follows:

Title I Part A:	\$6,620.00
Title II Part A:	\$6,579.00 (FTS)
Title II Part A:	\$1,943.00 (Non Public)
Title III:	\$ 727.00 (Consortium)

Motion                      Second                      By Voice Vote                      

Yes	No	Abstain	Absent
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- i. **RESOLVED**, to approve the submission of and to accept the 2017 IDEA Consolidated final grant award as follows:

Basic: \$62,031.00 (FTS)  
 Basic: \$15,868.00 (Non Public)  
 Preschool: \$ 4,444.00

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- j. **RESOLVED**, to approve the acceptance of the 2017 REAP (Rural Education Achievement Program) grant award #S358A162489 in the amount of \$26,679.00.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**C. FACILITIES**  
**No Action Items**

**D. TRANSPORTATION**  
**No Action Items**

**E. POLICY**

- 1. No Homework Policy – North Hunterdon High School (att. XII.E.1.)
- 2. **Resolved**, to approve, after a second reading, the following revised regulation:
  - 3514.1.1 – School Owned iPad/Chromebook/Laptop Distribution and Use (distributed 8/22/16)

**F. OTHER MATTERS**

**G. NEW BUSINESS**

**XIII. Board Matters**

- A. Resolution In Support of North Hunterdon-Voorhees Regional High School District Board of Education Referendum Question on November 2016 Ballot

WHEREAS the Franklin Township School District is a constituent district of the North Hunterdon-Voorhees Regional High School District, and students in this School District attend school in the North Hunterdon-Voorhees Regional High School District in grades 9 through 12;

WHEREAS the North Hunterdon-Voorhees Regional High School District Board of Education has approved a referendum question to be placed on the general election ballot on November 8, 2016, seeking voter approval for the sale of bonds for projects at North Hunterdon and Voorhees High Schools to maintain safe school facilities and improve students’ learning environment;



WHEREAS the projects to be funded upon voter approval include the following, all of which have been reviewed and approved by the New Jersey Department of Education:

- Replacement of most windows at North Hunterdon High School
- Replacement of all windows at Voorhees High School
- Renovations of the library/technology center at North Hunterdon High School
- Renovations of the library/technology center at Voorhees High School
- Upgrades to HVAC (heating, ventilation, air conditioning) system at North Hunterdon High School
- Replacement of the stadium visitor bleachers with ADA upgrades at Voorhees High School
- Replacement of stadium visitor/band bleachers and tennis court bleachers at North Hunterdon High School
- ADA accessibility to home stadium bleachers at Voorhees High School
- Renovation of the athletic field house at North Hunterdon High School

WHEREAS the proposed projects would benefit all students of the North Hunterdon-Voorhees Regional High School District, including students residing in the Franklin Township School District;

WHEREAS the total estimated cost of the proposed projects is not to exceed \$9,743,000; and if the referendum is approved, the State of New Jersey will provide \$2,888,800 in debt service aid, reducing the cost of the projects to be borne by local taxpayers to \$6,854,200; and such state aid will be granted only if the referendum receives voter approval;

WHEREAS, simultaneous with the issuance of bonds for the projects, the North Hunterdon-Voorhees Regional High School District will retire its existing debt on previous projects, which existing debt required a larger annual debt service payment than the proposed projects; and therefore the proposed projects will result in NO ADDITIONAL TAXES for local taxpayers;

NOW, THEREFORE, BE IT RESOLVED that the Franklin Township Board of Education finds that the projects listed above at North Hunterdon and Voorhees High Schools would benefit all students in the regional high school district, including students residing in the Franklin Township School District, and would result in no additional taxes for local taxpayers; and

BE IT FURTHER RESOLVED that the Franklin Township Board of Education hereby expresses its support for the referendum question to be placed on the general election ballot, seeking voter approval for the sale of bonds for projects at North Hunterdon and Voorhees High Schools, and

BE IT FURTHER RESOLVED that the Board of Education urges voters to vote on the referendum question on November 8, 2016; and

BE IT FURTHER RESOLVED that copies of this Resolution shall be sent to the Board Secretary of the North Hunterdon-Voorhees Regional High School District Board of

Education and the Clerk of Franklin Township, and a copy shall be attached to the minutes of this meeting of the Board of Education and published on the Franklin Township Board of Education website.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Yasunas				
Crielly				
Totals				

- B. RESOLVED**, to appoint \_\_\_\_\_ to serve as a member of the Franklin Township Board of Education for the period of September 19, 2016 through December 31, 2016 filling the vacancy due to the August 22, 2016 resignation of Board Member Robert Masino. **(att. XIII. B.)**

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Yasunas				
Crielly				
Totals				

#### XIV. Personnel

**A. Action Items:**

**All resolutions are upon the recommendation of the Superintendent.**

1. **RESOLVED**, to accept, with regret, the resignation of Michele Lachow, Pupil Personnel Services Coordinator/School Psychologist, effective October 26, 2016.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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2. **RESOLVED**, to re-approve the salaries for the following individuals for the 2016-2017 to include longevity, retroactive to 9/1/16.

Name	16-17 Salary	Longevity	Total
Carolyn Johnson	\$83,843.92	\$3,000	\$86,843.92
Angela McVerry	\$73,664.48	\$1,250	\$74,914.48

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Yasunas				
Crielly				
Totals				

- Resolved**, to approve, in accordance with Article XIII, D.1. of the Agreement between the Franklin Township Board of Education and the Quakertown Education Association (and according to the statutory Family Leave and Family Medical Leave Acts), a child bearing leave for Katherine Paquette, effective February 6, 2017 through March 7, 2017, with the use of accumulated sick days.

**Be it further Resolved** to approve in accordance with Article XIII, D.2 an unpaid child rearing leave for Katherine Paquette (FMLA and NJFLA to run concurrently) from March 7, 2017 through May 30, 2017.

**Be it further Resolved**, to approve an unpaid extended leave of absence for Katherine Paquette from May 31, 2016 through June 30, 2017.

**(att. XIV.A.3.)**

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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- Resolved**, to approve Marcy Braco as the homework/detention teacher 2 hours per week at \$30.00 per hour for the 2016-2017 school year.

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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- Resolved**, to approve the revised job description for the position of Coach.

**(att. XIV. A.5.)**

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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**XV. Public Comments- Privilege of the Floor (3 minutes)**

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

**XVI. Executive Session**

**Adopt the Following Resolution**

**BE IT HEREBY RESOLVED** *by the Franklin Township Board of Education pursuant to N.J.S.A. 10:4 -13 and 10:4 -12 that said public body hold a closed session on September 19, 2016 for the purpose of discussing Murry vs. F.T.BOE. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.*

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**XVII. Resolved, to return to Open Public Session at \_\_\_\_\_.**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**XVIII. Resolved, to Adjourn from the Public Meeting at \_\_\_\_\_.**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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