

FLEMINGTON-RARITAN REGIONAL BOARD OF EDUCATION  
REGULAR MEETING  
October 8, 2018  
MINUTES

The Regular Meeting of the Flemington-Raritan Regional Board of Education was called to order in conformance with the "Sunshine Law" by the Board President at 6:30 p.m. in the Room D-111 at the J.P. Case Middle School.

Members Present

Jessica Abbott                    Laurie Markowski  
Sandra Borucki                 Susan Mitcheltree  
Dennis Copeland\*             Christopher Walker  
Anna Fallon\*\*                 Tim Bart

Marianne Kenny  
\*arrived 6:34 p.m.  
\*\*arrived 6:36 p.m.

**On the motion of Ms. Borucki, seconded by Ms. Abbott, the Board adopted the following resolution to meet in executive session in Room D-111 at 6:34 p.m. viva voce.**

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances;

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

NOW THEREFORE BE IT RESOLVED by the Flemington-Raritan School District Board of Education that it is necessary to meet in executive session to discuss certain items involving:

- √ Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: **HIB** \_\_\_\_\_
- Matters in which the release of information would impair the right to receive government funds, and specifically: \_\_\_\_\_
- Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: \_\_\_\_\_
- Matters concerning negotiations, and specifically: \_\_\_\_\_
- Matters involving the purchase of real property and/or the investment of public funds, and specifically: \_\_\_\_\_
- Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically: \_\_\_\_\_
- Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: \_\_\_\_\_
- √ Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically: **Personnel** \_\_\_\_\_
- Matters involving quasi-judicial deliberations, and specifically: \_\_\_\_\_

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board **WILL** return to open session to conduct business at the conclusion of the executive session.

The Board returned to public session at 7:02 p.m. in the auditorium.

**SUPERINTENDENTS REPORT**

Ms. McGann gave kudos to the Administrators for Maker Night. She noted all K-4 elementary schools are now completely remediated. Ms. McGann shared that a robot – VGO visited Barley Sheaf to assist a student with a medical issue. Ms. Voorhees shared her experience with visiting the assembly. Ms. McGann noted she is working on a meet and greet with area preschools. She wants to meet their Directors and bridge communications. She also wants to find out what they are offering in the areas of STEM. She noted they are settling on a date and she has reached out to many of them. She stated they are very interested to come and talk with us. She shared that this is very similar to the way we do the Realtors meeting except it is with Preschool Directors. Ms. McGann then presented the Indoor Air Quality Survey Results, as attached. A discussion regarding future remediation and possible air conditioning occurred.

CITIZENS ADDRESS THE BOARD

Mr. Bart read the following statement regarding public comment pursuant to N.J.S.A. 10:4-12(a), the Open Public Meetings Act. Members of the public are invited to address the Board according to the Board’s policy and bylaws. Please be aware that this portion is your opportunity to comment, and is not a forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

Julie Bell, President Flemington-Raritan Education Foundation, noted Comedy Night is cancelled due to low interest. She also asked for input for Board Candidate questions for Candidates Night on October 30<sup>th</sup> at 7:00 p.m. at J.P. Case.

On the motion of Ms. Fallon, seconded by Ms. Abbott, minutes of the Executive Session on September 24, 2018 were **tabled for amendment** viva voce.

On the motion of Ms. Borucki, seconded by Ms. Abbott, minutes of the Regular Meeting on September 24, 2018 were approved viva voce.

**\*Mr. Bart abstained.**

PERSONNEL

The next meeting will be October 18, 2018.

THE SUPERINTENDENT OF SCHOOLS RECOMMENDS THE FOLLOWING RESOLUTIONS FOR APPROVAL:

**All Personnel items were approved under one motion made by Ms. Markowski, seconded by Ms. Borucki.**

Certified Staff – Appointments, Resignations and Leaves of Absence

1. Approval was given to amend the 2018-2019 salary of the following staff member for advancement on the salary guide, effective January 1, 2019 as follows:\*

Item	Last Name	First Name	Location/Position	From: Salary/Degree/Step	To: Salary/Degree/Step	Effective Date
1.	Golding	Dawn	CH/Music	\$85,510/MA/15	\$86,510/MA+30/15	January 1, 2019

**\*Mr. Walker abstained.**

2. Approval was given to amend the September 11, 2018 motion:

to accept the resignation of the following staff members for the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Purpose	Effective Date
2.	Schorr	Jaclyn	JPC	Resource Center	Resignation	October 29, 2018

to read:

Item	Last Name	First Name	Loc.	Position	Purpose	Effective Date
2.	Schorr	Jaclyn	JPC	Resource Center	Resignation	October 26, 2018

3. Approval was given to employ the following staff member for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:\*

Item	Last Name	First Name	Loc./Position	Effective Date	Salary/Degree/Step	Certification/College
1.	Soltis	Amy	JPC/Resource Center	October 24, 2018- June 30, 2019	\$58,120(prorated)/ MA/4	Teacher of the Handicapped, Reading Specialist/The College of New Jersey, University of Vermont, Rowan University

**\*Mr. Walker abstained.**

4. Approval was given to voluntarily transfer the following staff member for the 2018-2019 school year, as follows:\*

Item	Staff		Current Position/Loc.		Transfer Position/Loc.	
	Last Name	First Name	Loc.	Position	Loc.	Position
1.	Dmitrenko	Irina	CH	ESL	CH/RH	ESL

**\*Mr. Walker abstained.**

5. Approval was given to confirm the leave of absence for the following staff members during the 2018-2019 school year, as follows:\*

Item	Last Name	First Name	Loc.	Position	Type of Leave	Leave	Anticipated Dates
1.	Dribbon	Katherine	BS	Art	Medical	Disability	October 5, 2018-January 4, 2019
2.	Martinez-Wright	Ameloina	JPC/RFIS	World Language	Medical	Disability	October 2, 2018-October 16, 2018

**\*Mr. Walker abstained.**

#### Non-Certified Staff – Appointments, Resignations & Leaves of Absence

6. Approval was given to accept the resignation of the following staff member for the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Position	Purpose	Effective Date
1.	Rizo Gutierrez	Yolanda	FAD	Bilingual Elementary Secretary (26.67% FTE)	Resignation	October 26, 2018

#### All Staff – Additional Compensation

7. Approval was given to employ the following staff members for extra compensation during the 2018-2019 school year, as follows:\*

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate/Stipend
1.	Alexanderson	Karin	RH	Winter Concert	2	\$30.62/hr.
2.	Corfield	Marie	RH	Winter Concert	2	\$30.62/hr.
3.	Marino	Jennifer	RH	Winter Concert	2	\$30.62/hr.
4.	Hilke	Michelle	RH	Part-time employee to attend faculty meeting/staff development days	34	Hourly
5.	Van Saun	Katherine	FAD	Part-time employee to attend faculty meeting/staff development days	34	Hourly
6.	Cagenello	Stacey	RFIS	Coach – Varsity Girls Basketball @JPC	168	\$30.62/hr.
7.*	Gordon	David	JPC	Coach – Basketball, Boys Varsity @JPC	168	\$30.62/hr.
8.	Ibach	Benjamin	RFIS	Coach – JV Girls Basketball @JPC	120	\$30.62/hr.
9.	Mele	Kristen	JPC	Coach – Varsity Cheerleading @JPC	168	\$30.62/hr.

**\*Mr. Walker abstained.**

#### Substitutes

8. Approval was given to employ the following applicants as substitutes during the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:

Item	Last Name	First Name
1.	Angelini	Lisa
2.	Brindle	Gillian
3.	Frank	Josephine
4.	Gallo-Tomcho	Teresa
5.	Karpi	Christine
6.	Lentine	Gina
7.	Makary	Engy

8.	Nedoszytko	Mary Ann
9.	Nyoni	Melissa
10.	Rooney	Eamon
11.	Schulte	Stephanie

Field Placement

9. Approval was given to allow students from Hunterdon County Polytech to observe classes during the 2018-2019 school year, as follows:

Item	Location	Number of Students	Hours/Days per Week	Dates Observing
1.	FAD	6 Students	2 days per week, 2 hours per day	October 25, 2018-December 21, 2018
2.	RFIS	5 Students	2 days per week, 2 hours per day	October 25, 2018-December 21, 2018

10. Approval was given to allow the following Teacher Assistant, contracted through the Hunterdon County ESC to complete observation hours during the 2018-2019 school year, as follows:

Item	Last Name	First Name	College	Loc.	Maximum Hours	Dates Observing
1.	Robison	Kelly	Rutgers University	JPC	4 hrs.	October 9, 2018-October 31, 2018

11. Approval was given to employ the following staff member for the 2018-2019 school year, pending fingerprints, background check and health exam, as follows:\*

Item	Last Name	First Name	Loc./Position	Effective Date	Salary/Degree/Step	Certification/College
1.	Pate	Catherine	SS/School Psychologist	December 10, 2018*	\$64,000(prorated)/MA +30/7	School Psychologist/Kean University, Marist College

\*Mr. Walker abstained.

\*Start date may change upon release from prior District.

Aye: Ms. Abbott      Ms. Markowski      Nay: 0      **Abstain: Mr. Walker - #'s -1,3,4,5,7(7) & 11**  
 Ms. Borucki      Ms. Mitcheltree  
 Dr. Copeland      Mr. Walker  
 Ms. Fallon      Ms. Abbott  
 Dr. Kenny

CURRICULUM, PROFESSIONAL DEVELOPMENT, ASSESSMENT, TECHNOLOGY, AND GRANTS

The next meeting is October 16, 2018.

**All Curriculum items were approved under one motion made by Ms. Borucki, seconded by Ms. Fallon.**

1. Approval was given to employ the following staff members, or their alternates, for additional compensation during the 2018-2019 school year. If alternates are necessary, their employment will be confirmed as replacements at no additional cost.

Item	Last Name	First Name	Loc.	Purpose	Max. # of Hours	Rate
1.	Corigliano	Frank	RFIS	PE/Health 5-8 Curriculum Committee	80 shared hrs.	\$33.78/hr.
2.	Opdyke	Sarah	RH	RH ESL Learning Lab Training	2	\$33.78/hr.

2. Approval was given to employ the following staff members, or their alternates, for additional compensation during the 2018-2019 school year. If alternates are necessary, their employment will be confirmed as replacements at no additional cost. These positions will be partially funded through the 2019 ESSA grant.

Item	Last Name	First Name	Loc.	Purpose	Account #	Max. # of Hours	Rate
1.	Chorun	Renee	FAD	FAD ESL Learning Lab	20-241-100-100-000-00-19	135 shared hrs.	\$30.62/hr.
2.	Dibetta	Crystal	RH	RH ESL Learning Lab	20-241-100-100-000-00-19	60 shared hrs.	\$30.62/hr.
3.	Marino	Jennifer	RH	RH ESL Learning Lab			
4.	Opdyke	Sarah	RH	RH ESL Learning Lab			

5.	Cinquemani	Tiffany	RH	RH Literacy Learning Club	20-232-100-100-001-03-19	90 shared hrs.	\$30.62/hr.
6.	Dibetta	Crystal	RH	RH Literacy Learning Club			
7.	Jaye	Alison	RH	RH Literacy Learning Club			
8.	Kubu	Stephanie	RH	RH Literacy Learning Club			
9.	Marino	Jennifer	RH	RH Literacy Learning Club			
10.	Opdyke	Sarah	RH	RH Literacy Learning Club			
11.	Cinquemani	Tiffany	RH	RH Literacy Learning Club Training	20-232-200-100-000-03-19	2	\$33.78/hr.

3. Approval was given of the following field trips for the 2018-2019 school year.

Item	Grade/ Group	School	Destination	Anticipated Date	Cost	Funding Source
1.	Grade 4	RH	Davinci Science Center, Allentown, PA	June 13, 2019	\$2,145.50	PTO
2.	Grade 1	RH	Raritan Headwaters Mine Brook Park Walking Trip	June 12, 2019 (rain date June 13, 2019)	\$510	PTO

4. Approval was given to accept the following curriculum, professional development, and/or technology-related donations for the 2018-2019 school year.

Item	Donation	Value	Location	Funding Source
1.	The Academy of Natural Sciences: Fur, Feather and Scales Assembly	\$450	RH	PTO
2.	Philadelphia Zoo Assembly	\$425	RH	PTO
3.	Bagpipe Performance by Michael Hannigan	\$250	RH	PTO
4.	Mobile Ed: Young Authors Day Assembly	\$948	RH	PTO
5.	Magic of Clean Communities Assembly	No cost	RH	Bill Kerwood
6.	First Grade Classroom Visits by Spanish Honor Society students	No cost	RH	Hunterdon Central Regional High School

5. Approval was given of the following travel expenditures for staff members or their designated alternate to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and professional development plans.\*

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
1.	Bradley	Noreen	NJAAP Annual School Health Conference, Somerset, NJ	October 17, 2018	R	\$195
2.	DeLorenzo	Kristin	AMTNJ Annual Conference, East Windsor, NJ	October 25-26, 2018	M,L,F	\$260
3.	Strunk	Carr	AMTNJ Annual Conference, East Windsor, NJ	October 25-26, 2018	M,L,F	\$260
4.	Kassick	Joseph	Literacy for All Conference, Providence, RI	October 28-30, 2018	M,L,F,O	\$590
5. *	Giordanella	Kathleen	Project Aware, Charleston, WV	October 22-25, 2018	M,L,F,O	\$785*
6. *	TenKate	Kelliann	Project Aware, Charleston, WV	October 22-25, 2018	M,L,F,O	\$785*

R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other

\*Ms. Borucki abstained 5(5&6).

\*IDEA funded

6. Approval was given to amend the September 24, 2018 motion:\*

of the following travel expenditures for staff member to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and professional development plans.

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
7.	Mitcheltree	Susan	NJSBA Annual Workshop, Atlantic City, NJ	October 22-23, 2018	R,M,L,F,O	\$960

to read:

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
7.	Mitcheltree	Susan	NJSBA Annual Workshop, Atlantic City, NJ	October 23-25, 2018	R,M,L,F,O	\$960

**\*Ms. Mitcheltree abstained.**

Mr. Bart asked about item #1. Ms. McGann explained the added staff is under shared hours at no additional costs. Mr. Bart asked about item #5, why are we not sending someone who will be here longer? Ms. McGann shared her conversation she had with Dr. Giordanella and recommended they both attend. Ms. Fallon noted it is funded by IDEA. Mr. Walker asked if Dr. Giordanella could share the information from this Project Aware Program and Ms. McGann said yes. Ms. Borucki asked about voting on Dr. Giordanella and Ms. TenKate. Ms. Voorhees recommended she abstain.

Aye: Ms. Abbott                      Ms. Markowski                      Nay: 0                      **Abstain: Ms. Borucki - #5(5&6)**  
 Ms. Borucki                      Ms. Mitcheltree                      **Ms. Mitcheltree - #6**  
 Dr. Copeland                      Mr. Walker  
 Ms. Fallon                      Ms. Abbott  
 Dr. Kenny

FACILITIES/OPERATIONS/SECURITY

The next meeting will be October 9, 2018.

Mr. Walker stated the Committee will be finishing up Facility Use Policy #7510 on the 9<sup>th</sup>.

TRANSPORTATION

The next meeting will be October 10, 2018.

FINANCE

The next meeting will be October 18, 2018.

Dr. Copeland asked Ms. Voorhees to put the air conditioning survey on the next Finance agenda.

POLICY DEVELOPMENT

The next meeting will be October 16, 2018.

SPECIAL EDUCATION

The next meeting will be October 10, 2018.

**All Special Education items were approved under one motion made by Ms. Fallon, seconded by Dr. Copeland.**

1. Approval was given to employ Lauren Soltis, as a Home Instructor, for up to 5 hours per week, at a maximum of 50 hours, at a rate of \$30.62 per hour, during the 2018-2019 school year.
2. Approval was given to employ the following Teacher Assistant, contracted through the Hunterdon County ESC, for extra compensation during the 2018-2019 school year, as follows:

Item	Last Name	First Name	Loc.	Purpose	Max. Hours	Contracted ESC Rate
1.	Esparza	Isabel	RFIS	To assist a student in clubs, intramurals and activity nights as required by the IEP	40	\$25.30/hr.

3. Approval was given to contract with EI US, LLC (Learning Well), to provide Bedside Instruction, at a rate of \$40.00 per hour, during the 2018-2019 school year, as stipulated per physician's orders.

4. Approval was given to amend the July 23, 2018 motion:\*

for Third Sector New England, Inc. to provide “Tools of the Mind” professional development services during the 2018-2019 school year for a fee of \$7,000.

to read:

of the following travel expenditures for staff members or their designated alternate to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and professional development plans.

Item	Last Name	First Name	Workshop/Conference	Dates	Includes (see below)	Max. Amount
1.	Buckley	Erica	Tools of the Mind Training, Mercerville, NJ	October 17, 2018, January 16, 2019 & March 27, 2019	R,M	\$1,075*
2.	Corban	Jennifer	Tools of the Mind Training, Mercerville, NJ	November 14, 2018 & February 6, 2019	R,M	\$1,020*
3.	Fillmore	Alyssa	Tools of the Mind Training, Mercerville, NJ	November 14, 2018 & February 6, 2019	R,M	\$1,075*
4.	Lehman	Lindsay	Tools of the Mind Training, Mercerville, NJ	November 14, 2018 & February 6, 2019	R	\$1,000*
5.	Mastroianni	Christina	Tools of the Mind Training, Mercerville, NJ	October 17, 2018, January 16, 2019 & March 27, 2019	R,M	\$1,030*
6.	Stillwell	Susan	Tools of the Mind Training, Mercerville, NJ	November 14, 2018 & February 6, 2019	R,M	\$1,030*
7. *	TenKate	Kelliann	Tools of the Mind Training, Mercerville, NJ	November 14, 2018 & February 6, 2019	R,M	\$1,035*
R = Registration Fee; M = Mileage; L = Lodging; F = Food; O = Other						

\*Ms. Borucki abstained 4(7).

\*IDEA funded (pending Executive County Superintendent approval)

Mr. Bart asked about the process for approving item #4. Ms. Voorhees noted both the County and the Board need to approve.

Aye: Ms. Abbott                      Ms. Markowski                      Nay: 0                      **Abstain: Ms. Borucki - #4(7)**  
 Ms. Borucki                      Ms. Mitcheltree  
 Dr. Copeland                      Mr. Walker  
 Ms. Fallon                      Ms. Abbott  
 Dr. Kenny

MISCELLANEOUS (INFORMATION-ACTION ITEMS)

Information Items

1. Drills to date for the 2018-2019 School Year:

Month	Fire Drills					
	BS	CH	FAD	JPC	RFIS	RH
September	09/12	09/13	09/18	09/12	09/20	09/14
Month	Security					
	BS	CH	FAD	JPC	RFIS	RH
September	09/21	09/26	09/27	09/20	09/26	09/21

**The Miscellaneous/Action items were approved under one motion made by Ms. Abbott, seconded by Ms. Borucki.**

Action Items

1. Approval was given to accept a licensing agreement with Screenagers in the amount of \$650 for an in-district movie screening for parents on November 14, 2018 (*date subject to change*).
2. Approval was given to employ Allison Fog as an accompanist for the Winter Concert, including rehearsals, at Robert Hunter Elementary School, during the 2018-2019 school year at a cost of \$250.

Ms. McGann gave further information regarding Screenagers.

<b>Aye:</b> <b>Ms. Abbott</b> <b>Ms. Borucki</b> <b>Dr. Copeland</b> <b>Ms. Fallon</b> <b>Dr. Kenny</b>	<b>Ms. Markowski</b> <b>Ms. Mitcheltree</b> <b>Mr. Walker</b> <b>Ms. Abbott</b>	<b>Nay: 0</b>	<b>Abstain: 0</b>
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CORRESPONDENCE

None

OLD BUSINESS

Mr. Bart thanked the Administrators for representing the Flemington-Raritan School District at Community Day. Ms. McGann and Mr. Torres will be coordinating the County Meeting with multi Boards to discuss security. Mr. Bart asked for ideas from the Board Members.

NEW BUSINESS

Dr. Kenny made a motion for an RFP on legal services. She reviewed the accountability regulations and asked the Board to consider this. Ms. Fallon noted that these discussions typically happen in Committee. Mr. Bart noted he spoke to Ms. Thornton at New Jersey School Boards about this. He shared that she suggested an ad-hoc committee to review the process. Ms. Fallon asked why the Board wasn't notified of these concerns earlier. She stated asking for a vote without giving the Board time to consider questions is inconsiderate. Mr. Bart reminded Ms. Fallon that she was contacted prior to the meeting by Ms. Abbott in regards to this topic. Ms. Fallon admitted Ms. Abbott did call her at 2:00 p.m. Ms. Fallon noted that the regulation stated professional services should be reviewed. She is hesitant to focus in on one professional. Ms. Voorhees noted that we are in compliance with the accountability regulations and added we evaluate all services every year. Ms. Fallon expressed concern that a process be determined for all professional services and feels she does not have enough information to take a vote. Ms. Fallon stated that the Board has prided itself on making thoughtful decisions. Ms. Voorhees is concerned with what the Board wants the RFP to include. Ms. Fallon is concerned with only researching one professional service. Ms. Fallon needs more information. Dr. Kenny noted that legal services have been an item of concern because of cost. Ms. Voorhees suggested Executive Session to discuss more detailed questions. Dr. Copeland expressed concern for the conversation being stifled because of concerns for professional service. Ms. Borucki stated that she feels we need to do an RFP to be fiscally responsible. Ms. Fallon stated if financial accountability regulations are the motivation, then the Board should consider service providers who have worked with the Board the longest. Ms. Fallon again expressed concerns for how quickly this is being pushed through and is also concerned that there is not a discussion about all professional services. Dr. Copeland shared that a suggested structure process be created to determine how the RFP works. He asked what the County Superintendent's opinion is. Mr. Bart noted that the intent is not to take action against a single professional. Ms. Fallon noted there should be a well thought out and methodical assessment of our professional service providers. She stated to select only one provider for an RFP is arbitrary and unjust. Ms. Fallon called the RFP process as proposed to be "illegal" and "binding". Mr. Bart stated the RFP process proposal is not illegal and should not be binding. Mr. Bart recommended to the Board to make a second motion to perform an RFP on all professional services which are renewed at the May District Reorganization agenda. A second motion was not made at that time. Ms. Borucki asked Mr. Voorhees if the RFP process was binding. Ms. Voorhees stated no, the request for RFP's is not binding. Ms. Voorhees stated the district office reviews professional services typically in February for these services. Mr. Bart questioned if we are currently in the budgetary process for next year, why does the district wait until February to do this work? The Board also reassured Ms. Voorhees that the current motion was not questioning the compliance the district has for evaluating services. Ms. Voorhees asked who would do the work on this current RFP motion. Mr. Bart stated it would be the work of the Business Office/Board Office to complete.



Ms. Voorhees stated there are template RFP forms that can be obtained for the Board to review and consider. Ms. Fallon stated the Board needed to discuss. Mr. Bart stated this was the discussion prior to a vote on the current motion. Dr. Kenny stated she wants to begin the review process. She doesn't see a downside. Ms. Voorhees noted the contract is for one year. Mr. Walker felt that the RFP process should not be difficult. Ms. Mitcheltree felt legal should be first to evaluate, so they (legal counsel) could assist with other RFP's. Ms. Fallon feels we need a method for how to evaluate all professional services. Ms. Borucki asked Ms. Voorhees about the RFP process. Ms. Voorhees shared that she can do an RFP but needs to know what criteria the Board wants to use to evaluate. Ms. Borucki suggested the Finance Committee review the RFP. Dr. Copeland did not agree. He feels this needs to be a full Board discussion. Ms. Abbott asked for stronger consensus by discussing in Executive Session to flush out. Dr. Kenny feels we need to begin with an RFP. Ms. Fallon does not agree. She does not feel she has all of the information necessary to make a decision. Prior to a call for a vote, Mr. Bart summarized there appears to be two opinions in the Board on this matter. Additionally, until the Board takes a vote, we won't know if the current motion passes or not. The call for a vote proceeded. The motion passed and Mr. Bart summarized the vote for the Board as passing.

Ms. Voorhees shared the vote made by Dr. Kenny, seconded by Ms. Mitcheltree which is to approve doing an RFP for Legal Services. Dr. Copeland asked what Ms. Voorhees next steps are. Mr. Bart noted the Finance Committee should review the RFP process.

**On the motion of Dr. Kenny, seconded by Ms. Mitcheltree, approval was given to do an RFP for legal services.**

Aye:	Ms. Borucki	Ms. Mitcheltree	Nay:	<b>Ms. Abbott</b>	Abstain:	0
	Dr. Kenny	Mr. Walker		<b>Dr. Copeland</b>		
	Ms. Markowski	Mr. Bart		<b>Ms. Fallon</b>		

CITIZENS ADDRESS THE BOARD

None

**On the motion of Ms. Borucki, seconded by Ms. Abbott, the meeting was adjourned at 9:18 p.m. viva voce.**

Respectfully Submitted,

Stephanie Voorhees  
Business Administrator/Board Secretary

2018 Board Meetings  
October 29  
November 12 & 26  
December 17