



Long Beach Classroom Teachers Association

239 Lido Blvd., Long Beach, NY 11561 • 516-897-2175 • www.lbcta.com

Executive Board Minutes

November 28, 2016

The meeting was called to order at 4:07pm by Keith Harvey.

I. **President's Report – Keith Harvey**

Condolences to Frank and Sandy Volpe on the passing of Frank's mother, Betty.

A. **Executive Board Meeting Dates**

12/12/16, 1/9/17, 1/23/17, 2/13/17, 3/13/17, 3/27/17, 4/24/17, 5/8/17, 5/22/17, and 6/12/17

B. **2016 Toy Drive**

This year we will be working in partnership with our sisters and brothers in the LBSEA. Lynda D'Alessio, Andrew Frey, Noelle Policastro, and Christina Tomek will be coordinating the 2016 Toy Drive. You can drop off your donation of a new unwrapped toy in any school faculty room donation box. If you do not have time to shop, please consider making a cash donation and the committee will do the shopping for you. Cash and toy donations can also be given to your union reps.



C. **Long Beach Board of Education**

There was a Special Board Meeting on November 18, where the board approved the emergency repairs of the LBHS Band Room's HVAC system. These repairs should resolve the moisture and mold issues in the band room. The work has been declared an emergency so that the repairs can be expedited prior to this year's cooling season. Thank you very much to the school board for approving these repairs and to Karen Bloom for working tirelessly to address the concerns regarding the High School band suite and all of our health and safety concerns.

D. **First Eligible Retirement Incentive**

If you are considering retiring in June under the terms of our first eligible retirement incentive, you must notify the district of your intention by January 15, 2017. First eligible means that you are able to retire without an age or service reduction. You do not have to use time awarded under Article 19 to determine eligibility. If you are unsure if you are first eligible, or need more information, please contact me.

Keith Harvey

President

Karen Bloom

Executive Vice-President

Amy Powers

Vice-President for Secondary Schools

Beth Prostick

Vice-President for

Elementary Schools

Patricia Van Loon

Recording Secretary

Eleen Parks

Corresponding Secretary

James Fiola

Treasurer

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E. NYSUT Offers Online Guide for a Successful Retirement

NYSUT has a new publication for future retirees. "[Your Blueprint for a Successful Retirement: An online planning guide](#)" is posted as a resource for planning the next chapter in your life -- retirement! Login to [NYSUT.org](#) is required to access the online publication.



F. District Technology

The district is still waiting for approval from the state to implement the one-to-one Chromebook initiative in grades 9-12. Once the state approves the bond it will take 2-6 weeks for the devices to be ordered and delivered, and another 4-12 weeks for them to be organized and distributed. With this timeline in place, it appears all students will not have their devices until late winter or early spring. It is our hope that the district will have a plan in place to expedite this process. As always the association will be willing to help in any way. The District Technology Committee is still reviewing different products, timelines and options for implementing at grades PreK-6.

G. Continuing Teacher and Leader Education (CTLE) Registration

All members who hold a permanent or professional certificate in classroom teaching, educational leadership service or a Level III Teaching Assistant certificate must apply for initial registration during the 2016-2017 school year during his/her month of birth and must renew every five years through the [TEACH](#) system.

H. Proposed Amendments to School Counselor Regulations

School counselors are certified professionals who are uniquely qualified to address the academic, career and personal/social development of all students. They are trained to provide a combination of preventive and supportive services; they work together with other school professionals to ensure students' current and future success.

NYSED is seeking public comment on proposed regulations to ensure all school counselors are well-prepared to help students address the wide array of issues and problems they face every day. The proposed regulations are based on extensive public comment and stakeholder feedback received by NYSED over the past several months. The public comment period will run from November 30 through December 30.

Read the [news release](#) on the school counselor regulations for more information.

I. Flexible Spending

Medical has increased to \$2600 for the 2017 plan year. Child/Elder care spending limits continue to be \$5,000 per year. Should you wish to participate in the 2017 plan, please complete and return the application to your building secretary no later than the close of business on December 2, 2016. The forms can be found on the district website under [Human Resources-Forms-Flexible Spending Account](#).

J. Study Money Dates

There are two more opportunities to participate in the Study Money Program: Winter- Dec. 9, 2016 and Summer- May 12, 2017. Members with permanent or professional certification may apply for up to \$1,750 in study money per semester. [Request for Participation in Study Program - Group A](#).



K. Coach pay dates

- Middle School Winter I:** 12/9 and 1/20
- High School Winter:** 12/23 and 2/3
- Middle School Winter II:** 2/17 and 3/17
- High School Spring:** 4/17 and 5/12
- Middle School Spring:** 4/28 and 6/9

L. NYSUT Leadership Training

Following is a schedule of the workshops and conferences to be presented by the Nassau regional office during the 2016-17 school year. Please contact me if you are interested in attending one of these conferences.

Saturday, February 11 – Nassau Winter Leadership Conference
(Crest Hollow Country Club)

Wednesday, March 1 - Post State of the State--Relevant Issues (Saratoga Springs)

March 3-4 – Health & Safety Conference (Hilton, Saratoga Springs)

Thursday, March 16 – Labor Movement and History Workshop (Nassau RO)

Tuesday, June 6 – Tenure Workshop (Nassau RO)

M. Credit Swap

Debra Cupani—1.5 credits for Long Island University

II. Committees

A. Grievance Committee—Karen Bloom

1. We filed Stage 3 for the Pre-K faculty room grievance. I have been in contact with the District Clerk and we are trying to come up with a date that works for all of us. I will update you as soon as possible.

2. The district has requested an adjournment for the December 20th Pre-K arbitration because of witness availability. We have consented to the adjournment and look forward to receiving the new date.

3. We were denied at Stage 1 regarding a teacher who has been assigned 2 classes within the same period. Stage 2 has been filed and heard. I have met multiple times in an attempt to resolve this issue. I have another meeting scheduled this Wednesday which will determine if we need to move forward to Stage 3.

4. Please contact me if you have any issues that you feel are a violation of our contract.

B. Negotiation Committee—Chief Negotiator’s Report—Keith Harvey

There is no new information at this time. We are still waiting to hear back from the district for a date.

C. New Member Committee

1. If you have any questions or concerns, please email Jim Fiola at jfiola@lbeach.org or Alison Katulka at akatulka@lbeach.org. Please contact us if you don’t have a buddy or mentor.

2. We will also be attending the mentor meetings to speak to the new members about various issues. We hope your careers here at Long Beach are off to a great start. Please do not be afraid to ask for help if you need it. We (and many others) are here for you.

D. Political Action Committee—Beth Prostick

1. Our PAC meeting will be held on November 29, at 3:45 in Lido Room L25. We welcome anyone who would like to get involved.

E. Public Relations

1. A reminder that the PR committee is open to ALL members. New members are welcomed at any time. Look for our holiday ad in the December 15th and 22nd edition of the LB Herald. Our next PR meeting will be held on **Tuesday, January 10th at 4pm in Lido School.**

2. Please consider donating an unwrapped toy to the LBCTA/LBSEA toy drive. Boxes will be present at each school either in the main office or faculty rooms.

3. If you have a Facebook account and you are not a member of our LBCTA private group, please email me your FB screen name at amylo609@aol.com so that we can add you to our group.

F. Social Committee

1. Our next CTA meeting will be held on Monday, December 12 at 4:00 at Sutton Place. Plans for our end of the year celebration on May 17, 2017 at Bridgeview will begin after the holiday break.

G. Teacher Center

1. The Long Beach Teacher Center is currently looking for instructors to run PD classes for us. Please contact the center at lbtc@Lbeach.org for details.

2. Thanks to a MOU signed between the district and LBCTA, the LBTC will be sponsoring a National Board cohort. Please keep checking your email for details to follow.

III. Executive Vice President's Report—Karen Bloom

A. APPR

1. You should have received a document letting you know who your evaluators are. If you have not, please ask your immediate supervisor. Some of these have changed, but you should receive notification of any changes made to your observer schedule.

2. Please be sure to remain actively engaged in the APPR process. Your SLOs should be completed or at least in the process of being completed. Be sure to discuss your targets with your lead evaluator. Remember, you should not see opinions from your evaluation team when classroom observations take place. Be sure to address issues in your post observation conferences.

3. Feel free to contact me if you have specific concerns regarding APPR.

B. Health & Safety Committee

1. We had our first Health & Safety meeting on November 15th.

2. The first topic was Global Compliance. We discussed the fact that trainings will be live this year, rather than completed online. Dr. Natali, Dr. Gallagher and/or Mr. DeVito are all trained and will be performing the trainings at faculty meetings throughout the school year.

3. We then discussed illnesses in buildings and notification to parents, teachers or other staff members. A few school nurses attended the meeting to explain their new policy regarding this topic. They are working under the idea of universal precautions, which deals with ways to protect ourselves within a school environment. Although there was a lengthy discussion about notifications of things such as lice and strep throat, the nurses are no longer sending these notifications home to parents, or making teachers aware of these conditions. They explained that we should assume that someone always has lice or strep throat and to take precautions to avoid spreading the condition. If there is an illness such as mumps, then the Health Department should be notified and will then advise the nurses to send notification as necessary.

4. The next topic was lead in the water. Our district was proactive and began testing the water before it was mandated to do so. Phase 1 has been completed, and all water fountains and sinks came back in good standing except for one behind the gym at the high school which is not in service. The next phase will involve testing water coming out of hoses and other spigots. We also discussed that the kitchen sinks do not have filters but the water did come back safe to drink.

5. We moved on to traffic studies, which are being conducted at both the Lido Complex and the High School.

Lido—Mr. DeVito and some other school personnel met with reps from the county to discuss the light at the Lido Golf Course. They spoke about the idea of using one entrance for both areas, and making it both an entrance and an exit, controlled by a traffic light. This is a long term plan, so in the interim, the county is thinking of putting speed awareness devices as well

as looking at the lights to see if they can be synchronized better.

High School—As we have discussed for years now, the situation occurring at the high school is extremely unsafe for children, especially in the warmer months when bikers and walkers are at a maximum. Our new architect will be working with a traffic consultant to study the traffic pattern and will make a recommendation once they have completed the study. We stressed the fact that they should conduct this between 7:30-8:00am in the spring, so that they could see the flow of traffic at its worst.

6. Mr. DeVito discussed the District Capital/School Preservation Plan, explaining that we are finished with most of the projects in the plan as well as the Sandy fixes. Buildings and Grounds are going to each building to check the work and make sure it was completed properly. Be sure to let your principals know if there are still outstanding issues that need to be addressed. In addition, at the School Board meeting on December 8, Mr. DeVito will present some items for public discussion and board approval to move forward with some new items in the capital plan, such as the roof at the HS and West School and the bulkhead at the HS.

7. As reported last time, the HVAC system at the high school needs to be addressed. It was determined that Unit #24, servicing the Band Suite needs to be replaced immediately. There was an emergency board meeting, due to the \$365,000 cost, where the School Board approved an expedited process to replace the unit. Work should be starting shortly. I am still awaiting a meeting to hear about the follow up from the companies that recently did work on the HVAC system. We can then make a plan for how to proceed with the cleaning and maintenance of the HVAC system for the rest of the building, specifically the ducts and vents.

8. Windows at Lindell and East.....the continuing saga.....we are pursuing a claim to seek money from the manufacturers and contractors in order to fix them properly. Unfortunately, this is a slow process. Mr. DeVito said that he will try to get an answer for when this will happen. In the interim, the custodians can come open certain windows for you if necessary. Additionally, at the December 8th meeting, one of the suggestions will be to place fans into all rooms at these locations in order to alleviate some of the problem.

9. If you have any Health & Safety issues that you are unable to resolve at the building level, please email me at kbloom@lbeach.org.

C. **District Safety Team**

1. We had our first District Safety Team meeting on November 15th.

2. We started with a discussion of our updated Safety Plan. Mr. DeVito has been appointed as the Chief Emergency Officer for the district; however principals are still in charge of their own buildings during an emergency. Our district plan is intentionally vague; each building will have its own very specific safety plan.

3. We also discussed our Emergency Response Plans. We are mandated to use the State Plan, so each building's plan was put into the new template. Nothing changed in the day to day responses, just the formatting changed.

4. Based on feedback from all buildings, things seemed to go fairly well during our first round of emergency drills. Mr. DeVito reminded everyone that we need to conduct eight evacuation drills and four lockdown drills (one announced and three unannounced-recommended but not required). Eight of these need to be completed by 12/31.
5. We also discussed the problem with lockdown drills in the high school cafeteria and what could be done to improve the ability to hide. Mr. DeVito will discuss this with Mr. Grillo to see what his thoughts were regarding the possibility of a drop ceiling or window films.
6. In addition, Mr. DeVito said that they will need to look further into our situation with keys for these drills. Some buildings are in better shape than others, and have access to keys that will work for all doors. In the high school, we still have many different keys for different areas which pose a problem for subs and/or teachers covering classes. Buildings and Grounds will be working on this.
7. The next topic was the vestibules at East and the High School. The new architect will look over the plans provided from our last architect to make sure they are feasible. Hopefully Mr. Grillo will be able to provide the approximate cost to the board on December 8th, so that this can be discussed and approved as part of our capital plan. Once the booths are approved by the School Board, we can move forward and put them in place.
8. We also discussed the early dismissal drill which we are required to perform yearly, in order to test our communication and transportation district-wide.
9. Some other items not on the agenda were discussed as well. There seems to be a problem with raccoons near the transportation department. Mr. DeVito is aware of the problem and Mr. Lahey will follow up. There was also an issue with some buses at the middle school that were extremely overcrowded. Supposedly this issue was resolved by adding an extra bus at dismissal to alleviate the problem. It was also requested to post the minutes of these meetings on the district website for public access.
10. If you have any Safety issues that you are unable to resolve at the building level, please email me at kbloom@lbeach.org.

D. Other

1. Sincere condolences to Frank and Sandy Volpe on the loss of Frank's mother, Betty.
2. Please consider donating an unwrapped toy to the LBCTA/LBSEA toy drive. Boxes will be present at each school either in the main office or faculty rooms.
3. Please remember to attend School Board meetings whenever possible.
4. Please consider donating days to our District Sick Bank. The form is on our website at www.lbcta.com.

IV. Vice President for Elementary Schools' Report—Beth Prostick

- A. My sincere condolences to Frank and Sandy Volpe on the loss of Frank's mother, Betty.
- B. Dr. Gallagher said she will look into the lack of substitutes in the district.
- C. I am still waiting for an answer from Mr. DeVito about the late buses at West school. I am looking forward to this issue being resolved soon.
- D. Elementary Council will meet on December 5, at 3:45 in Lido room L25.
- E. Please consider donating an unwrapped toy to the LBCTA/LBSEA toy drive. Boxes will be present at each school either in the main office or faculty rooms.

V. Vice President for Secondary Schools' Report—Amy Powers

- A. The Middle School production of “The Little Mermaid” is being held this weekend (December 1 & 2). The High School drama production of “You Can’t Take it with You!” will be held the following weekend (December 9-10th). Come see the plays and support our wonderful students as they show off their talents and hard work.
- B. We are eagerly awaiting the arrival of our first batch of chromebooks. We are sad to hear that there will be a continued delay of their arrival.
- C. I met with Mr. Meyers and Mr. Lerner last week to discuss the needs of our Computer Repair classroom. Mr. Meyers was very receptive and understanding to Mr. Lerner’s needs. We are hopeful to see the approval of the work soon. This will truly benefit the student’s success with this course.
- D. Sincere condolences to Frank and Sandy Volpe on the loss of Frank’s mother.
- E. Our next Secondary meeting will be on **Tuesday, January 17th at 3:15 PM** in HS Guidance Suite. Please let me know only if you cannot make it.

VI. Treasurer’s Report—Jim Fiola

- A. As the month has not ended, the November financial results will be reported at our December 12th Executive Board meeting.
- B. I hope that you all had a great Thanksgiving holiday and are looking forward to the upcoming holidays and New Year. Please consider donating a sick day to the [Sick Day Bank](#). Thank you for reading the minutes and please encourage your fellow members to do the same. **If you have any changes to your personal file (address, name, etc.), please email them to me at jfiola@lbeach.org.**
- C. My condolences go out to the Volpe family on the passing of Frank’s Mom, Betty.
- D. Union dues for 2016/2017 for full-time members will be \$998.36. The break-out is \$384 local, \$378 NYSUT, \$228.36 AFT dues and \$8 PTA. \$98.54 will be taken from your first check of the month and will show up under the column “MDED-03.” We are determined to keep your dues as low as possible while still meeting our local obligations and making charitable contributions to the Long Beach community.
- E. Please consider donating an unwrapped toy to the LBCTA/LBSEA toy drive. Boxes will be present at each school either in the main office or faculty rooms.



VII. Building Reports

A. West School

1. CONGRATS to all of those who participated in a very successful MUST Night. This is a family oriented evening where teachers provide workshops combining math, science and technology.
2. A BIG thank you to Donna Fee for again for organizing our K-1 Thanksgiving Feasts. She works with the Long Beach Community to make sure we receive quality food at reasonable prices.
3. We are waiting to hear about the hiring of our new Permanent Substitute.
4. Several of our students are greatly in need of a certified reading teacher. Some of our reading classes have not had one in place this school year.
5. There is a bit of concern and confusion over the misplacement, or deletion, of the ‘r drive’ and ‘t drive’ on our school computers. Teachers are unable to download and print work

planned and saved from the week before.

6. Condolences to Frank and Sandy Volpe on the passing of Frank's mother, Betty.

7. Special get well wishes to our social worker, Stacey Durnan.

8. Special get well wishes for a speedy recovery to our physical education teacher, Gavin Jones.

9. There continues to be buses arriving late at dismissal. This is a daily occurrence which causes staff to be leaving past their contractual hours.

10. Staff parking is becoming an issue with regards to the new construction of driveways in the West End of Long Beach.

11. Thank you to those who have donated sick days to our bank. We are in need of sick days and encourage anyone who has not done so to consider donating.

12. Please donate a toy to the LBCTA/LBSEA Toy Drive. You will find boxes in your faculty room to donate a toy.

B. Lindell School

1. Congratulations to Mrs. Cintorino and the Golden Rulers for a wonderful Attitude of Gratitude Assembly.

2. The Thanksgiving donations and food baskets were greatly appreciated by the Lindell families who received them. Thank you to all who made this possible.

3. Congratulations to the Kindergarten classes on their Thanksgiving classroom performances.

4. Please join us in helping to make a child smile this holiday season by donating to the LBCTA/LBSEA toy drive.

5. Congratulations to Dana and Joe Runfola on the birth of their son, Joseph.

6. Condolences to Frank and Sandy Volpe on the loss of his mother.

C. East School

1. Thank you to the East School PTA for bringing The Wizards to Long Beach. This was East School's top fundraiser of all time. What a wonderful experience for our families and staff.

2. Condolences to Christine LaMarca on the loss of her grandmother.

3. Condolences to Lisa Collins on the loss of her husband, Edward Collins.

4. Condolences to Frank and Sandy Volpe on the passing of his mother.

5. Computers all over the building are running slow. Printer connections will disappear and computers have to be restarted in order to print.

6. Please consider donating an unwrapped toy to the LBCTA/LBSEA Holiday Toy Drive.

D. Lido School

1. Condolences to Roseann Spitaleri on the loss of her father-in-law.

2. Third grade students and parents enjoyed participating in the "Flat Stanley Incognito" activity.

3. Condolences to Jodi Balzano on the loss of her father.

4. Welcome back to Darlene Glasser!

5. Condolences to LBCTA Past President Frank Volpe on the loss of his mother.

6. Lido staff members contributed towards a Thanksgiving lunch. It was a relaxing and delicious time enjoyed by all those who attended.

7. Kindergarten students joined together and enthusiastically took part with their teachers in the annual Lido Kindergarten Thanksgiving Feast.

8. The lack of available substitute teachers is of great concern.

9. To meet the health needs of our students in Pre K- 5th grade, we would greatly benefit from having an additional Nurse at Lido. It is difficult to manage the demands of Pre K - 5th students.

10. Please bring an unwrapped toy in for our Toy Drive. If you don't have time to shop, please consider a cash donation.

11. Thanks to members who have donated sick days to the LBCTA District Sick Bank. Please consider donating a day.

E. Pre-K

1. Condolences to Frank Volpe on the loss of his mother.
2. Please contribute to our toy drive to make this holiday season special for our children,
3. Please consider donating a day to the district sick bank.

F. Middle School

1. Condolences to Frank and Sandy Volpe on the passing of Frank's mother, Betty.
2. Please consider donating an unwrapped toy to the LBCTA/LBSEA toy drive. Boxes will be present in the faculty rooms.
3. Security continues to be a concern. We feel that as the second largest school in the district, we should have more security guards.
4. We are still awaiting materials that should have been available in September. We are 13 weeks into the school year and we have members without materials necessary for course instruction.
5. Welcome back to Darlene Glasser.

G. High School

1. Condolences to Frank and Sandy Volpe on the loss of his mother.
2. Welcome back to Lisa Casey from her maternity leave.
3. Speedy recovery and get well wishes to both Betsy Miller and Eddie Genusa.
4. Thank you to Long Beach Aware for hosting a successful educational night The Effects of Drugs and Alcohol on the Teen Brain.
5. Thank you to Karen Bloom and the School Board regarding her efforts and their authorization regarding the replacement of the Band Suite HVAC Unit.
6. Thank you to the East School PTA for hosting, and including High School Staff, in their fundraiser basketball game against the Harlem Wizards.
7. The state of technology continues to be a major problem-
 - a) The delay in chromebooks has severely limited teachers and students access to technology. We are still waiting for information regarding the timetable of the arrival. The ordering of chromebooks needs to be prioritized and fast tracked.
 - b) Printing— The HS print server has been malfunctioning and, as a result printing, from classroom computers and offices have been problematic. This makes planning for lessons challenging. The fact that this continues to be a problem is inexcusable.
 - c) The district needs to hire a person to take charge of developing and implementing a technology plan for the district.
8. We are pleased to hear that the district has hired someone to conduct an audit of the district's ENL program. We still feel that the district needs to provide staff development and training for teachers of these classes. The amount of work created by ENL regulations has placed significant time constraints on some staff members. The district should hire an ENL Supervisor in order to serve the students and teachers of this department.
9. School Tool- There are a number of issues regarding the new student management system:
 - a) Teachers do not have access to student's historical grades.
 - b) Students who are marked absent from second period are being marked absent by default for the remainder of the school day.
 - C) Substitutes have no ability to enter attendance in the classroom.
 - D) The nurse's office has experienced many problems tracking students immunizations and creating reports that are optimized for the health office and necessary for state reporting.

10. While Classroom 215 has been the focus of recent meetings, the room is still not properly outfitted to deliver the Computer Repair and Networking curriculum to the students. The room still does not have walls to practice wiring, unfiltered network access to install and use required programs, and is still waiting for a whiteboard to display notes or diagrams in the room to be installed.
11. There have been a number of weird smells noticed around the school (In the hallway between rooms 354 and 357 in particular). These smells are often observed near ceiling vents. We believe that some of these smells are related to the condition of the ventilation system. We ask that the entire ventilation system be studied and tested to ensure that the conditions in the building are safe for students and staff.
12. We are hopeful that building administration can develop a plan to improve student attendance in detention. Students who miss detention will eventually be issued in-school suspension. We would like to take steps to ensure that students avoid this and do not miss class unnecessarily.
13. Despite rumors that the district is hiring a traffic expert, we are still waiting for the HS traffic pattern to be studied. All we want is to have the issue studied to see if we have the safest traffic pattern that we can have.
14. The classrooms are still not cleaned well. The rooms are not mopped and the desks are not wiped. This is not only unsightly, it is a health hazard.
15. Please consider donating a sick day to the LBCTA sick day bank.
16. Please consider donating an unwrapped toy to the LBCTA and LBSEA Holiday Toy Drive in the collection box in the main office.

VIII. New Business

A. A message from Frank Volpe:

Thank you for all the love and support during this difficult time.

At 5:44pm, a motion was made by Greg Milone to adjourn the meeting. It was seconded by Stacey Rice.

In Attendance:

West: Cheryleann Fontenot and June Schecter

Lindell: Heather Puckhaber and Susan Simons

East: Jennifer Maggio

Lido: Dana Monti and Marilyn Pilo

Pre-K: Elizabeth Fichtelman

LBMS: Camila Gamboa and Stacey Rice

LBHS: Jonathan Bloom, Anthony Balsone, Elena Frishman and Greg Milone

Officers: Keith Harvey, Karen Bloom, Beth Prostick, Amy Powers, Jim Fiola, Elleen Parks, and Patricia Van Loon



Respectfully submitted by Patricia Van Loon, Recording Secretary.