

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
 REGULAR MEETING AGENDA
 MARCH 11, 2025
 7:00 PM – MIDDLE SCHOOL CAFETERIA**

I. Call to Order

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Law 1975, entitled, “Open Public Meetings Act,” Hardyston Township Board of Education posted a meeting notice setting forth the time, date, and location of this meeting at the Office of Hardyston Township Board of Education and on the district’s web site and mailed to the New Jersey Herald and to the Office of the Municipal Clerk of Hardyston Township.

II. Pledge of Allegiance

III. Roll Call

Mr. Anthony Alfano	present	absent	arrived at _____ p.m.
Mrs. Jean Barrett	present	absent	arrived at _____ p.m.
Mrs. Donna Carey	present	absent	arrived at _____ p.m.
Mr. Nick Demsak	present	absent	arrived at _____ p.m.
Mr. Brian Drelick	present	absent	arrived at _____ p.m.
Mr. Ron Hoffman	present	absent	arrived at _____ p.m.
Mrs. Susan Lucarelli	present	absent	arrived at _____ p.m.
Ms. Clarissa Marotta	present	absent	arrived at _____ p.m.
Mr. Edward Reinle	present	absent	arrived at _____ p.m.
Dr. Michael Ryder	present	absent	arrived at _____ p.m.
Mrs. Susan Verso	present	absent	arrived at _____ p.m.

Quorum confirmed: Yes No

Special Guest(s) Present: _____

Staff Member(s) Present: _____

Community Member(s) Present: _____
 Other: _____

MISSION STATEMENT

The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21st Century by providing each student with a quality education, in a safe and caring environment, which allows all students to achieve the New Jersey Core Curriculum Content Standards and Common Core State Standards at all grade levels and includes the knowledge, confidence, and self-esteem to be successful life-long learners in a culturally diverse democracy.

IV. Workshop

1. Updates to Agenda
2. Committee Reports:
Curriculum, Programs, Educational Technology & Community Relations (J. Barrett)
Finance, Facilities and Operations & Technology Infrastructure (A. Alfano)
Personnel, Negotiations, Grievance & Policy (D. Carey)
3. Superintendent’s Report – Budget Presentation
4. **Student Recognition:** *February*

- Kindergarten: **Emlyn Bis**
- Grade 1: **Aria Freeman**
- Grade 2: **Mason Papp**
- Grade 3: **Ryleigh Kasa**
- Grade 4: **Grayson Snure**
- Grade 5: **Omar Mayo Salgado**
- Grade 6: **Veronica Lami**
- Grade 7: **Luke Harrison**
- Grade 8: **Rachel Carr**

V. Public Comment (Board Policy #1200) (please limit to agenda items only)

“All regular and special meetings of the Hardyston Township Board of Education shall be open to the public. Because the Board desires to hear the viewpoints of citizens throughout the district, and also needs to conduct its business in an orderly and efficient manner, it shall schedule one or more periods during each meeting for public participation. Each speaker will be given a maximum of three (3) minutes per subject with a maximum of fifteen (15) minutes for all speakers on that subject. Additional segments in two-minute increments must be approved by a majority vote of the Board quorum present.

The Board President shall be responsible for recognizing all speakers, who shall properly identify themselves” (please provide name and street address). The public comment section is for the board members to listen to the concerns of the public and take those concerns under advisement and be discussed during a committee meeting. Please note that the Board appreciates any and all comments made and welcomes the participation. (please provide name and street address).

VI. Executive Session if needed

Motion is presented by _____ and seconded by _____ that the Hardyston Township Board of Education enters private session at _____ p.m. to discuss _____, which is exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, “Open Public Meetings Act.” Any discussion held by the Board which need not remain confidential will be made public when appropriate. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

VII. Return to Public Session

Motion to the Board of Education will return to public session at _____ p.m.

Roll Call

- Mr. Anthony Alfano _____
- Mrs. Jean Barrett _____
- Mrs. Donna Carey _____
- Mr. Nick Demsak _____
- Mr. Brian Drelick _____
- Mr. Ron Hoffman _____
- Mrs. Susan Lucarelli _____
- Ms. Clarissa Marotta _____
- Mr. Ed Reinle _____

Dr. Michael Ryder _____
 Mrs. Susan Verso _____

Action following Executive Session if needed:

VIII. Old Business

O/B-1

- April 22 – Regular Meeting and Budget Public Hearing
- May 13 – Regular Meeting
- June 10 – Regular Meeting
- June 24 – Annual Evaluation / Retreat
- July 8 – Regular Meeting
- August 12 – Regular Meeting

O/B-2

Motion to approve, upon recommendation of the Superintendent of Schools, the tentative 2025-2026 school budget for submission and approval to the Executive County Superintendent as follows:

The Hardyston Township Board of Education has proposed programs and services in this budget in addition to the New Jersey Student Learning Standards adopted by the State Board of Education. The Hardyston Township Board of Education approves this “tentative” budget to be presented to the Sussex Executive County Superintendent of Schools for approval prior to advertising in the New Jersey Herald and on the district’s web site. The budget will be approved by the County Superintendent prior to the public meeting. The budget will be revised, if necessary, at the public hearing on April 22, 2025 (reschedule date is May 13, 2025).

The motion further provides authorization to the Superintendent and SBA to modify the budget shown below, if necessary, based on the final preparation of this budget for approval.

<u>Appropriations</u>				<u>25-26</u>
	Total General Current Expense (Fund 11)			
		Total Capital Outlay		
	Charter School Tuition (Fund 10)			
		General Fund Total		
	Special Revenue Fund (Fund 20)			
	Repayment of Debt (Fund 40)			
			Total Appropriations	
<u>Revenues</u>				<u>25-26</u>
	Local Tax Levy			
	Misc. Revenue			
	Interest on Main Reserve			
	Interest on Cap Reserve			
		Total Revenue from Local Sources		
St Sources	School Choice			
	Transportation Aid			
	Special Ed Aid			
	Security Aid			
	Adjustment Aid			

	SEMI			
	ExtraOrdinary Aid			
		Revenue from State Sources		
Otr Sources	Budgeted Fund Balance			
	Withdrawal from Capital Reserve (10-307)			
	Withdrawal from Maint Reserve (10-310)			
		Total Operating Budget (Fund 10 & 11 & 12)		
	Title I	(Updated 80% for Budget)		
	Title II	(Updated 80% for Budget)		
	IDEA	(Updated 80% for Budget)		
	PreSchool Expansion Aid			
		Special Revenue Funds (Fund 20)		
		Debt Service / Bond Repayment (Fund 40)		
			Total Revenues	

This budget incorporates the following revenue measures:

- There will be an increase in the General Fund Tax Levy of %.
- Taxes to be raised for the 2025-2026 School Budget: General Fund \$ and Debt Service \$
- Budgeted Fund Balance to offset tax levy \$
- Withdrawal from Capital Reserve of \$ for

OB-3

WHEREAS, the Hardyston Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district:

WHEREAS, N.J.A.C. 6A:23A-7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and,

WHEREAS, a Board of Education may establish, for regular district business travel only, and annual school year threshold per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and,

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms: now,

THEREFORE, be it resolved, that the Hardyston Township Board of Education approves all travel not in compliance with N.J.A.C. 6A23A-7 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District and Reimbursement Forms; and

BE IT FURTHER RESOLVED, that Hardyston Township Board of Education approves travel and related expense reimbursements (object ‘580’) in accordance with N.J.A.C. 6A:23A-7, to a maximum expenditure of \$40,000 for all staff members in the General Fund; and, that the school business administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses for the 2024/2025 school year as follows:

Expenditures \$
 Encumbrances \$
 Funds Available \$

ACTION ITEM(S): O/B-2 – O/B-3 Tentative Budget 2025-2026

Motion to adopt: _____ Seconded By: _____

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

IX. New Business

X. Agenda Items:

MEETING MINUTES

1. February 11, 2025 – Regular Meeting
2. February 25, 2025 – Budget Workshop

Motion of adopt: _____ Seconded By: _____

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

HIB REPORT *All policies and procedures have been followed and met; the March report is based on the recommendation of the Superintendent.*

Background: HIB report for 3-11-25 is located in the Executive Session folder and will be voted on at the April 22, 2025 BOE meeting (if necessary).

Motion to adopt: _____ Seconded By: _____

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____

Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

FINANCE

F-1

Motion to approve \$48,640.45 in transfers for the month of February 2025.

F-2

Motion to approve the Bills List for the month of February 2025 in the amount of \$1,474,427.83.

F-3

Motion to approve the Treasurer of School Monies Comparison Report for January 2025.

F-4

Motion to approve the Board Secretary’s Monthly Comparison Report for January 2025.

WHEREAS, the New Jersey Department of Education regulation N.J.A.C. 6A:23A-16.10(c)3 require local school districts to file a monthly certification of budgetary line item status,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education acknowledges that Susan Verso, Board Secretary, certifies the following statement: Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I, Susan Verso, Board Secretary, certify that no budgetary line items accounts are over-appropriated nor over-expended for the period ending January 31, 2025.

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10(c)4 the board of Education certifies that as of after review of the board secretary’s and treasurer’s monthly financial reports and upon consultation with the appropriate school district officials, to the best of our knowledge, no major 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 remainder of the fiscal year.

F-5

Motion to submit the budget workbook and budget narrative for the Preschool Expansion Aid in the amount of \$1,245,615.00 for the 2025-26 School Year.

ACTION ITEM(S): F-1 – F-5

Motion to adopt: _____ Seconded By: _____

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

FACILITIES/OPERATIONS

F/O-1

Motion to approve the following 2024-2025 school year requests for use of the district facilities for the dates and times as indicated. All required paperwork and insurance confirmation will be on file; the main office will coordinate all dates and times.

NAME	LOCATION	DATE	TIME	DAY
Girls on the Run	ES Library and ES front field	3/11 - 6/30	3:45 - 5:15 PM	Monday and Thursday

F/O-2

Motion to approve the withdrawal from Maintenance Reserve for the 2024-205 School Year in the amount of \$10,580 for the following:

- 1) Repair for MS Chiller Pump: FE2010F2F 1F4L0

This withdrawal will leave a balance of \$126,176.37 in Maintenance Reserve.

F/O-3

Resolved, by recommendation of the Superintendent, to contract with Ben Schaeffer Recreation Inc., ESCNJ 24/25-03; Co-op #65MCESCCPS, to install a preschool playground during the summer of 2025 at a cost not to exceed \$117,074. This project is funded entirely through the Preschool Expansion Aid.

ACTION ITEM(S): F/O-1 - F/O-3

Motion of adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

CURRICULUM/PROGRAMS

C/P-1

Motion to approve the listed travel events in agreement with Chapter 53, Public Law 2007, Title 18A, and Board Policy 9250:

EVENT	DATE	REGISTRATION FEE	MILEAGE & OTHER EXPENSES	EMPLOYEE/BOARD MEMBER	BENEFIT
NJASBO Annual Conference, Atlantic City	6/4-6/25	\$500.00	\$248.00	S. Verso	Classes and workshops about new practices, policies, and info for

					BAs
Autism and Sensory Disorders: Cutting Edge Interventions	VIRTUAL	\$214.97	- 0 -	J. Rosen	Will provide information about ready-to-use strategies when working with children with Autism
NJASA/NJAPSA Spring Leadership Conference, Caesars, Atlantic City	5/14-16/25	\$0.00	\$359.88 <i>Mileage, tolls, hotel. Hotel Waiver attached.</i>	M. Ryder	“Uniting, Empowering, Celebrating: Education Matters”
NJASA/NJAPSA Spring Leadership Conference, Caesars, Atlantic City	5/14-16/25	\$?	\$200.00 <i>carpooling</i>	G. Maffia	“Uniting, Empowering, Celebrating: Education Matters”

C/P-2

Resolved to approve the following parent-paid class trip(s) for the 2024-2025 school year:

Grade	Destination	Date	Cost Per Student
1	“Pete the Cat”, Mayo Performing Arts Center, Morristown	5/5/25	\$35.00
5	Liberty Science Center, Jersey City	5/14/25	TBD <i>Waiting on bus quotes</i>
8	Bronx Zoo, New York	5/15/25	TBD <i>Waiting on bus quotes</i>
5 & 6	Sky Dome Planetarium (<i>in-house field trip</i>)	4/17/25	\$13.00

ACTION ITEM(S): C/P-1 –C/P-2

Motion of adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

PERSONNEL

(All Personnel resolutions are based on the recommendation of the Superintendent.)

P-1

Motion to approve the substitutes listed below to be placed on our substitute calling list for the 2024-2025 school year. Employment is on an emergent basis, if necessary, and contingent upon criminal history background clearance as required by P.O. 1986, C.116.

NAME	POSITION	CERTIFICATION
Janelle VanTassel	Teacher / Paraprofessional	Sub Cert – Exp. 2/14/2030
Joseph Walsh	Custodian	n/a
Rebecca Kopf	Teacher / Paraprofessional	Sub Cert - Exp. 3/01/2030

P-2

Motion to appoint/re-appoint the extra-curricular coaches and advisors for the 2024/2025 school year (step amount as per negotiated agreement):

The Board of Education shall determine the requirements of and qualifications for all extracurricular positions in the district as dictated by the nature of the activity in accordance with N.J.S.A. 34:13A-23. Upon recommendation of the Superintendent, the Board shall appoint to all extracurricular assignments, those individuals who have the proper qualifications for the position and can meet the requirements of the position. In the event a qualified candidate cannot be found within the district, the Board may employ a qualified person from outside the district.

Stacey Luce Assistant Track Coach Step 3 \$1,997.00

P-3

Motion to approve the following staff member as a mentor:

Megan Landgraff

P-4

Motion to approve a new part-time 1:1 paraprofessional at the elementary school. This position is IEP driven.

P-5

Motion to employ the following part time special education paraprofessional(s) for the 2024-2025 school year in accordance with the needs of the classified students and in conjunction with the ratified HTEA and with the condition that employment is terminated when the need for assigned services no longer exists.

Name	Rate per Hour
Mariela Nunez Vargas	17.50

P-6

Motion to accept, with regret, the resignation letter from Ashley Williams Koeber, full time paraprofessional in the PK program, effective March 6, 2025. Mrs. Koeber will assume home duties after the birth of her first child.

P-7

Motion to approve Laura Komnath as full time paraprofessional in the PK program, beginning Friday, March 7, 2025 through June 30, 2025, at an hourly rate of \$18.00.

P-8

Resolved, that the Board of Education hereby places Larissa Potosnak on a Federal family medical leave of absence using accumulated sick days, with benefits, for the period to commence on or about April 28, 2025 through June 27, 2025. Mrs. Potosnak wishes to be placed on a leave of absence under the Federal and State family leave acts, subject to modifications as may be necessary with medical documentation, commencing on or about September 2, 2025 and ending on or about November 25, 2025. She plans on returning to her current position on November 26, 2025.

P-9

Motion to approve Alexis Haurey as LTS – Elementary School Counselor, for the period beginning on or about April 14, 2025 through June 30, 2025, at a rate of \$175.00 per day as outlined in the current negotiated agreement.

P-10

Motion to accept, with regret, the notice of resignation from Dominic Kalczuk, part time paraprofessional at the elementary school, effective March 13, 2025.

P-11

Motion to accept, with regret, resignation letter from Jeanna Snyder, Behaviorist, effective March 19, 2025. Mrs. Snyder resigned to assume her home responsibilities.

ACTION ITEM(S): P-1 – P-11

Motion of adopt:	_____		Seconded By:	_____	
MOTION	YES	NO	ABSTAIN	ABSENT	
Alfano	_____	_____	_____	_____	
Barrett	_____	_____	_____	_____	
Carey	_____	_____	_____	_____	
Demsak	_____	_____	_____	_____	
Drelick	_____	_____	_____	_____	
Hoffman	_____	_____	_____	_____	
Lucarelli	_____	_____	_____	_____	
Marotta	_____	_____	_____	_____	
Reinle	_____	_____	_____	_____	

POLICY

POL-1

Motion to approve a [second reading](#) of the following policies and/or regulations:

- [0174](#) Legal Services
- [5516P](#) Use of Electronic Communication Devices
- [5516R](#) Use of Electronic Communication Devices
- [5111](#) Eligibility of Resident/Nonresident Students
- [5512](#) Harassment, Intimidation, or Bullying
- [5533P](#) Student Smoking
- [5533R](#) Student Smoking

[5701](#)
[5710](#)

Academic Integrity
Student Grievance

ACTION ITEM(S): POL-1

Motion of adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

POL-2

Motion to approve a first reading of the following [policies](#) and/or [regulations](#): [Summary](#)

- [7441P](#) Electronic Surveillance in School Buildings and on School Grounds
- [7441R](#) Electronic Surveillance in School Buildings and on School Grounds
- [9320P](#) Cooperation with Law Enforcement Agencies
- [9320R](#) Cooperation with Law Enforcement Agencies
- [2365](#) Acceptable Use of Generative Artificial Intelligence (AI)
- [8500](#) Food Services
- [9163](#) Spectator Code of Conduct for Interscholastic Events
- [1110](#) Organizational Chart ([current chart](#))

ACTION ITEM(S): POL-2

Motion of adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	_____	_____	_____	_____
Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

POL-3

Motion to approve the abolishment of the following policy:

- [5756](#) Transgender Students

ACTION ITEM(S): POL-3

Motion of adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	_____	_____	_____	_____

Barrett	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Marotta	_____	_____	_____	_____
Reinle	_____	_____	_____	_____

XI. Written Communication

XII. Public Comment (Board Policy #0167)

“All regular and special meetings of the Hardyston Township Board of Education shall be open to the public. Because the Board desires to hear the viewpoints of citizens throughout the district, and also need to conduct its business in an orderly and efficient manner, it shall schedule one or more periods during each meeting for public participation. Each speaker will be given a maximum of three (3) minutes per subject with a maximum of fifteen (15) minutes for all speakers on that subject. Additional segments in two-minute increments must be approved by a majority vote of the Board quorum present.

The Board President shall be responsible for recognizing all speakers, who shall properly identify themselves” (please provide name and municipality of residence).

XIII. Executive Session if needed

A motion was presented by _____ and seconded by _____ that the Hardyston Township Board of Education enters private session at _____ p.m. to discuss _____ and, which is exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, “Open Public Meetings Act”. Any discussion held by the Board which need not remain confidential will be made public when appropriate. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

XIV. Return to Public Session

Motion to the Board of Education will return to public session at _____ p.m.

Roll Call

Mr. Anthony Alfano	_____
Mrs. Jean Barrett	_____
Mrs. Donna Carey	_____
Mr. Nick Demsak	_____
Mr. Brian Drelick	_____
Mr. Ron Hoffman	_____
Mrs. Susan Lucarelli	_____
Ms. Clarissa Marotta	_____
Mr. Ed Reinle	_____
Dr. Michael Ryder	_____
Mrs. Susan Verso	_____

Action following Executive Session if needed:

XV. Adjournment

With no further action or discussion required of the Hardyston Township Board of Education as this time, a motion was presented by _____, and seconded by _____, to adjourn the meeting at _____ p.m.