Mr. R. LeMaire called the meeting to order at 6:05pm

Mr. R. LeMaire noted in accordance with the New Jersey Open Public Meeting Sunshine Compliance Act this meeting was advertised more than forty-eight hours in advance in the Atlantic City Press.

Mr. R. LeMaire led the Pledge of Allegiance.

Mr. R. LeMaire, Mrs. A. Mayer, Mrs. P. York, Mr. J. Caraway, and Mr. J. M. Lehman were present. Also present were Dr. B. McGuire, Principal/Lead person, Ms. J. Carson, Business Administrator, Mrs. E. Brown, Vice Principal, Mrs. P. London, Assistant Board Secretary, teacher representative Mrs. A. Henry and Artistic Coordinator Ms. J. Immler. Mr. Rutter and Mrs. J. Gatewood were absent.

Board of Trustees Elections

At this time an election were held for the following Board of Trustees Member positions for the Election of 2018-2020 Board of Trustees.

Nominations were accepted for the following vacancies:

- **At Large – 2 year term**: Jennifer Gatewood (2016-2018)
- **At Large – 2 year term**: Pamela York (2016-2018)
- **At Large – 2 year term**: (2017-2019) (*previous member retired)
- **Parent- 1 year term**: Audrey Mayer (2017-2018)
- **Teacher (ex-officio)**: Amanda Henry
- **Student (ex-officio)**: This position was tabled until the next Board of Trustees meeting.

  Mrs. P. York moved, seconded by Mrs. A. Mayer that the nominations be approved. Motion was passed. Unanimous- all in favor (5 Board Members).

Election of members by roll call vote:

- **At Large – 2 year term**: Robert LeMaire nominated Jennifer Gatewood (2018-2020)
- **At Large – 2 year term**: Robert LeMaire nominated Pamela York (2018-2020)
- **At Large – 2 year term**: Robert LeMaire nominated Pamela Walker (*2017-2019)
- **Parent- 1 year term**: Pamela York nominated Audrey Mayer (2018-2019)
- **Parent- 1 year term**: This position was tabled until the next Board of Trustees meeting.
- **Teacher (ex-officio)**: Pamela York nominated Amanda Henry (2018-2019)
- **Student (ex-officio)**: This position was tabled until the next Board of Trustees meeting.

  *Previous At Large Member fulfilling 2017-2019 position, retired leaving 1 year remaining in term.

  Mrs. A. Mayer moved, seconded by Mrs. P. York that the nominations be approved. Motion was passed. Unanimous- all in favor (5 Board Members).
Election of officers. All officers serve a one-year term.

Nominations for the following positions:

**President of the Board:** Robert LeMaire (2018-2019)
**Vice President of the Board:** Jennifer Gatewood (2018-2019)

Mr. J. Caraway moved, seconded by Mr. J. Lehman that the nominations be approved. Motion was passed. Unanimous - all in favor (5 Board Members).

Election of Officers by Roll Call Vote:

**President of the Board:** Robert LeMaire
**Vice President of the Board:** Jennifer Gatewood

Mr. J. Lehman moved, seconded by Mrs. P. York that the vote be approved. Motion was passed. Unanimous - all in favor (5 Board Members).

**Current Board of Trustees Members:**

**Founder – 2 year term:** Jeffery Caraway (2017-2019)
**At Large – 2 year term:** Joseph Lehman (2017-2019)
**At Large – 2 year term:** Ryan Rutter (2017-2019)

The Oath of Office was administered to the new member.

All newly elected Board of Trustees Members and current Board of Trustees members are responsible for attending training sessions mandated by NJSA 18A. New members must be registered for fingerprinting by December 18, 2018 or they will be removed from the Board.

Minutes

Resolution to approve the Minutes from the Regular Meeting and Executive session on September 19, 2018.

Mr. J. Lehman moved, seconded by Mrs. P. York that the Minutes be approved. Motion was passed. All in favor.

Open to the Public

The public is invited to speak to the Board of Trustees. This time is limited to three minutes per guest.
Majea Broome, Pam Walker, Bertha Covert, Myyae Shaw, Madelyn Sacco, Donna Welsh-Sacco, Stephanie Tomljanovic, Sonja Tomljanovic, Chrishra Salcedo, Samantha Rosalva, Nevaeh Caruso and Quashanyah B attended the meeting.
They inquired about the peaceful demonstration that some of the advanced Dance Artists participated in.

Founders Report (Mr. Jerry Klause)

Teacher Representative (Mrs. Amanda Henry)
Executive Session

Motion to Adjourn to Executive Session  Time: 6:23pm

Mr. J. Lehman moved, seconded by Mrs. P. York that the Board move into Executive session. Motion was passed. All in favor.

Whereas, the Board of Trustees will be discussing matters exempt from public discussion pursuant to NJSA 10:4-12, be it resolved that the Board of Trustees recess to closed executive session at this time in the conference room to discuss:

Student Altercation/Disciplinary action
Artist demonstration: Dance department

Be it further resolved that the results of the discussions will be made public by inclusion on the agenda of a subsequent meeting of the Board of Trustees or when the reasons for discussing such matters in closed session no longer exist.

Reconvened Open Meeting  Time: 7:05pm

Mrs. P. York moved, seconded by Mrs. A. Mayer that the Board move into Regular session. Motion was passed. All in favor.

A. Resolved to schedule a meeting with parent/guardians of the Dance majors and Administration and one or two Board of Trustee members in the next couple of weeks.

Mr. J. Caraway moved, seconded by Mrs. P. York that the meeting be approved. Motion was passed. All in favor.

Founders Report (Mr. Jerry Klause)

Teacher Representative (Amanda Henry)

1. Finance (Ms. Jill Carson)

   A. Resolved to approve bill list for: September 20, 2018 through October 17, 2018:

      General/Special: $ 547,029.08
      Enterprise Fund: $ 26,074.59
      Student Activity: $ 7,666.97

   B. Resolved to approve payroll for 09/28/18: $ 170,955.38
      10/15/18: $ 174,810.89

   C. Resolved to ratify Artist C.G. with 5 hours of home instruction between 9/28/18 and 10/8/18 by CTHS teacher Morgan Errickson at a rate of $35/hour. Cost to the Board is $175.
D. Resolved to ratify Artist L.R. with 5 hours of home instruction between 9/28/18 and 10/8/18 by teacher Karen Cleighton at a rate of $35/hour. Cost to the Board is $175.

E. Resolved to ratify Artist D. F. with 5 hours of home instruction between 9/28/18 and 10/8/18 by Atira Alexander at a rate of $35/hour. Cost to the Board is $175.

F. Resolved to ratify Artist S.P. with 5 hours of home instruction between 9/27/18 and 10/3/18 by teacher Morgan Errickson at a rate of $35/hour. Cost to the Board is $175.

G. Resolved to renew contract with Dr. William Freund to provide medical consulting services for FY2019 at a cost of $5,500.

H. Resolved to approve payment to ServPro for mold cleanup and remediation in the amount of $91,999.21. We will be seeking reimbursement from Comfort Now to recover our costs.

I. Resolved to approve payment to Hill’s Cleaners in the amount of $11,757.75 for cleaning of items affected by mold and humidity event in August 2018. We will be seeking reimbursement from Comfort Now to recover our costs.

J. Resolved to accept a $500 Amazon gift card donation from OceanFirst bank for participating in the 2018 Model Classroom Grant Program.

K. Resolved to accept free materials, headphones and adapters, donated from DonorsChoose.org to implement Julie-Ann Green’s project “Jamming in the Piano Lab.” Julie-Ann Green enrolled in the program after learning about it while attending the MJMEA Summer Workshop.

L. Resolved to approve the Certificate of Substantial Completion for the work performed by Regan Young England Butera and R. Wilkinson & Sons, Inc. for the Chartertech High School Annex connector.

M. Resolved to approve renewal of contract with Phillips Landscaping Inc for snow removal during 2018-19 school year at a cost of $490 per event (2-5.9 inches) and $670 per event (6 – 11.9 inches).

N. Resolved to approve submission of Amendment 1 for ESEA Consolidated grant for FY2019. Title 1-A funding of $148,463; Title II-A funding of $18,225; Title IV Part A funding of $11,827.

O. Resolved to approve submission of final expenditure report for FY18 IDEA grant in amount of $81,039.

P. Resolved to approve the Board Secretary Report and the Treasurer’s report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September, 2018 The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10(c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year which the board is now certifying. The Treasurer’s Report and Secretary’s Report are in agreement for the month of September, 2018.

Mr. J. Lehman moved, seconded by Mrs. A. Mayer that 1 A-P be approved. Motion was passed. All in favor.
2. Buildings and Grounds & Technology

A. Resolved to approve a 2nd American Red Cross Blood drive on April 15, 2019 in Craft Services. Open to the public at 3:00pm. This event is coordinated by the Artist Council.

B. Resolved to ratify a PTO meeting at Charters Tech on October 4, 2018 at 6:30pm coordinated by Joanne Zappas, Registrar and current PTO president. There is no cost to the Board.

C. Report by Mr. Fognano

Mr. J. Lehman moved, seconded by Mrs. P. York that 2. A-C be approved.
Motion was passed. All in favor

3. Policy

A. Resolved to approve the first reading of the following Policy revisions:

The following policy has been revised:

5141.21 Administering Medication – P.L. 2018. C.106 (A542, S1830) requires each board of education, board of trustees of a charter school and chief school administrator of a nonpublic school to develop a policy for the emergency administration of an opioid antidote to a student staff member or other person experiencing an opioid overdose:

- A board is required to develop a policy for any school in the district or charter school that has any of the grades nine through 12;
- The board may develop a policy for any other school in the district that do not have grades nine through 12.

The opioid antidotes shall be accessible in the school during regular school hours and during school-sponsored functions that take place in the school or on school grounds adjacent to the school building. A board of education, board of trustees of a charter school, or chief school administrator of a nonpublic school may, in its discretion, make opioid antidotes accessible during school-sponsored functions that take place off school grounds. The policy shall require that an overdose victim be transported to a hospital emergency room by emergency services personnel after the administration of an opioid antidote, even if the person’s symptoms appear to have resolved.

The school nurse shall have the primary responsibility for the emergency administration of an opioid antidote. The board shall designate additional employees or volunteers to administer the opioid antidote who shall be authorized to administer the antidote only after receiving training on standardized protocols for the administration of the opioid antidote and information regarding overdose prevention pursuant to the Overdose Prevention Act. (P.L.2013, c. 46). The policy guidelines developed by the New Jersey Department of Education in consultation with the New Jersey Department of Human Services shall specify an appropriate entity or entities to provide the training. The school nurse or a trained employee designated shall administer an opioid antidote to any person whom the nurse or trained employee in good faith believes is experiencing an opioid overdose. No school employee, including a school nurse, or any other officer or agent of a board of education, charter school, or nonpublic school, or a prescriber of opioid antidotes for a school through a standing order, shall be held liable for any good faith act or omission consistent with the provisions of this act. Good faith shall not include willful misconduct, gross negligence, or recklessness.

N.J.S.A. 24:6J-1 et seq. Overdose Prevention Act authorizes physicians to prescribe an opioid antidote to anyone in a position to assist others during an overdose (third-party prescribing). The law provides immunity from civil and criminal liability for a health care professional or pharmacist who, acting in good faith, who prescribes or dispenses an opioid antidote; non-health care professionals who have received patient overdose information issued by the Department of Human Services for administering an opioid antidote; and persons seeking medical assistance of someone experiencing a drug overdose.

Mrs. P. York moved, seconded by Mr. J. Lehman that 3. A be approved.
Motion was passed. All in favor

Resolution to approve the second reading of the following Policy revisions:

B. 6142.4 Physical Education and Health

Mr. J. Caraway moved, seconded by Mrs. A. Mayer that 3. be approved.
Motion was passed. All in favor
4. Lead Person Report: (Dr. Brian McGuire)

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B. State NJ DOE Visit
C. School Security

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1. **Current Enrollment** October 16, 2018: 368
2. **Attendance Rate**: The month of September is 95.404%
3. **Fire Drill**: N/A
4. **Lock down drill**: N/A

5. **Transfer In/Out report** September, 2018:
   - In: 2  Out: 5

6. **Discipline Report**: Attached

7. **DBR/HIB Report**:

8. Resolution to approve the **HIB grade report self-assessment submission** to the NJ Department of Education on October 16, 2018. (Please see attached)

   *Mr. J. Caraway moved, seconded by Mrs. P. York that 4. be approved. Motion was passed. All in favor*

5. **Correspondence**: NA

6. **Personnel**

   A. Resolved to ratify/approve the following substitute bus drivers for the 2018-2019 SY at a rate of $17 an hour, minimum 5 hours - $85.
   - Donald Applegate
   - Robin Scott

   B. Resolved to approve the following substitute teachers pending criminal history approvals and Sexual Misconduct/Abuse Disclosure Release Forms at $100 per diem.
   - Heather Green
   - Christine Ruth

   *Mr. J. Caraway moved, seconded by Mrs. P. York that 4. be approved. Motion was passed on a unanimous roll call vote.*

**PROFESSIONAL DEVELOPMENT**

A. Resolved to ratify **Professional Development** for Brian McGuire, Principal/Lead Person to attend the **2018 Charter School Conference on October 11, 2018** in Newark, NJ. Cost to the Board is a $195 registration fee and transportation and accommodation costs.

B. Resolved to approve **Professional Development** for Rick Fognano, Technology and Facility manager, to attend “Fortinet-Network Security Solutions” in Glassboro, NJ on October 18, 2018. There is no cost to the Board.

C. Resolved to approve **Professional Development** for Eric Farber, PE/Health teacher, to attend “Energizing PE” in Atlantic City on **October 19, 2018**. Cost to the Board is a $25 registration fee and a substitute teacher.

D. Resolved to approve **Professional Development** for Jennifer Kaplan, Vice Principal, to attend “LinkIt Fall User Group” on November 1, 2018 at the Camden County Technical School. There is no cost to the Board. *For attending this PD, participants will also receive ½ day of Professional Development for their school.*

E. Resolved to approve **Professional Development** for Mary Wilcutt, Math teacher, to attend “Desmos” where she will explore all of the features from animating objects and functions, dynamic geometry to creating lessons and exploring how the teacher conversation tools can create discourse in the math classroom at the Northfield Community School on Tuesday,
**November 6, 2018** from 8am – 1:30pm. Cost to the Board is a $50 registration fee and a substitute teacher.

F. Resolved to approve Professional Development for James Winkler, History teacher, to attend “ESL Training” in Mullica Hill, NJ on **November 7, 2018**. Cost to the Board is a $139 registration fee and a substitute teacher.

G. Resolved to approve Professional Development for Amber DeBellis, English teacher, to attend the *Association of Writers: Writing Programs Conference* on **March 28, 2019 to March 30, 2019** in Portland, OR. Cost the the Board is $1258 for the registration fee, ($477) for airfare and $200 for substitute teachers, total of $1458. This will be funded by Title I.

*Mr. J. Lehman moved, seconded by Mr. J. Lehman that 6. A-G be approved. Motion was passed on a unanimous roll call vote.*

7. Good News!
   A. Chartertech has four Film majors, all Atlantic City residents — creating one documentary about the musical history of Atlantic City from the 1940s to the casino era. This is a National documentary contest. Egg Harbor Township and the Chartertech High School for the Performing Arts in Somers Point are the only two schools in South Jersey who had their film treatments accepted into a nationwide contest asking students to make a documentary about the cultural, biographical and historical musical heritage of their hometowns. The New Jersey School Boards Association and TeachRock.org is sponsoring the “Sonic Highway”-type film festival. “Sonic Highway” was the name of a 2014 album and HBO series from Dave Grohl and his rock band Foo Fighters that explored the musical identity of eight different cities. Four documentaries will be coming out of South Jersey.

   B. Julie-Ann Green, vocal teacher met with the Bay Atlantic Symphony to discuss their school outreach program.

   C. DonorsChoose.org Mrs. Green had a project fully funded through this program (New headphones and adapters for the Piano Lab).

   D. Artist A.B. was appointed First Chair for French Horn in the Rowan Youth Orchestra

   E. Artist T.A. has been awarded a paid internship with Opera Philadelphia’s Backstage Pass Program.

   F. Mrs. Green filmed two professional videos (one with Penn Medicine and one with the Food Network).

8. Curriculum report:
   A. Resolved to approve artists **ET, LT, and LC to graduate this year** as 11th graders pending meeting all state and local graduation requirements. These artists were held back during their academic career and would normally be 12th graders this year.

   B. Resolved to approve Artist M.S. to take French I using Educere as an option 2. Cost to the Board is $400 to be paid through Special Education funds.

   C. **On October 2, 2018, Lin DiRenzo, the Atlantic County Education specialist** visited Chartertech to view our Intervention/Enrichment Program. She was very impressed with our program and has asked that we present the idea at the Atlantic County School Improvement Meeting.

   D. **The CTE Advisory Committee met on October 16, 2018 with 21 attendees** to discuss the CTE renewal process, potential articulation agreements, and structured learning experiences. The
community artistic professionals who attended were very impressed with our performing art programs and the skills that our artists learn. Our artists also had the opportunity to articulate any suggestions for their programs and give feedback about what was working well and could be improved.

E. There is a meeting on October 23, 2018 with Atlantic Cape Community College to discuss increasing our articulation agreements for the 2019 school year.

F. There is a meeting on November 2, 2018 at Rowan University to discuss creating an articulation agreement for Vocal and Instrumental.

Mrs. A. Mayer moved, seconded by Mrs. P. York that 8. A-F be approved.
Motion was passed on a unanimous roll call vote.

9. Artistic Coordinator (Ms. Jean Immler):

A. Resolved to approve the “Lip Sync Battle” sponsored by the Interact Club to benefit, “Take a Breather Foundation” on Friday, February 1, 2019. Ticket cost is $5. This event is open to the public. Cost to the Board is the chaperone and ticket stipends.

Mr. J. Lehman moved, seconded by Mrs. A. Mayer that 9. A be approved.
Motion was passed on a unanimous roll call vote.

10. School Trips/Activities/ Master Classes/ Events:

A. Resolved to approve the following mandatory School Trip, David Roehm, Film teacher and a chaperone to take approximately 4 Artists to the Atlantic City Convention Center for the NJSBA Conference on October 23, 2018. Artists will view the film they worked on and participate in a Q and A regarding the making of the film, “Atlantic City-The Sounds of Stories Untold” Cost to the Board is substitute teachers and transportation costs for the CTHS van.

B. Resolved to approve the following School Trip, David Roehm, Film teacher and 3 chaperones to take approximately 40 Artists to the Grounds for Sculpture in Hamilton Township, NJ on October 19, 2018. Artists will be filming on location with unique form and composition settings. Total cost to Artists is $15, $10 towards transportation and $5 for admission. Cost to the Board is transportation costs, teacher admission and substitute teachers.

C. Resolved to approve the following mandatory School Trip, Jean Immler, and 2 chaperones to take approximately 40 Artists to Jordan Road Middle School to perform “The Hispanic Heritage Show” on October 30, 2018 in celebration of Hispanic Heritage month. Cost to the Board is transportation for the CTHS 25 passenger bus and a substitute teacher.

D. Resolved to approve the following mandatory School Trip: Julie-Ann Green, Vocal teacher and 1 additional chaperone to take approximately 20 Artists to the The Haverford School in Haverford, PA on May 8, 2019 to see Romeo and Juliette which is part of the Academy of Vocal Arts Opera Outreach Program. Cost to the Board is 2 substitute teachers and transportation cost for the CTHS bus.

Mrs. P. York moved, seconded by Mr. J. Lehman that 10. A-D be approved.
Motion was passed on a unanimous roll call vote.
Master Classes

A. Resolved to approve the following Master Classes: Dave Roehm, Film teacher to host alumnus, Genna Contento to speak to Film Artists about life after graduation in the film business. Date to be determined. There is no cost to the Board.

Mr. J. Caraway moved, seconded by Mrs. A. Mayer that A. be approved.
Motion was passed on a unanimous roll call vote.

Activities

A. Resolved to approve the following Activity: The Interact Club’s annual “Toys for Tots” collection at showcases. There is no cost to the Board.

B. Resolved to approve the following Activity: The Interact Club’s annual Food drive to benefit the Food Bank of South Jersey beginning on October 29, 2018 to November 16, 2018. There is no cost to the Board.

C. Resolved to approve the following Activity: The Interact Club will have a pretzel sale in the lobby at 3:00pm every Tuesday to benefit the Interact Club. There is no cost to the Board.

Mr. J. Lehman moved, seconded by Mr. J. Caraway that A-C. be approved.
Motion was passed on a unanimous roll call vote.

Old Business
New Business
Board Comments
Public Comments
Adjournment

Mr. J. Lehman moved, seconded by Mr. J. Caraway that the Board adjourn.
Motion was passed. All in favor.

Next meeting is scheduled for Monday, November 19, 2018 at 6:00pm at Chartertech HS.

Respectfully submitted,

Ms. Jill Carson
Board Secretary