

FINAL MINUTES
-SPECIAL MEETING-
ELMWOOD PARK BOARD OF EDUCATION
JULY 31, 2019

The Special Meeting of the Elmwood Park Board of Education was held on Wednesday, July 31, 2019 and began at 6:02 p.m. in the High School/Middle School Media Center.

Present were: Mrs. Dorin Aspras, Mr. Jakub Golabek, Mr. George Luke, Mr. Douglas DeMatteo, Mr. Keith Cannizzo, Ms. Karen Pena and Mrs. Louise Gerardi. Also present were Mr. Anthony Iachetti, Superintendent of Schools, Ms. Jillian Torrento, Assistant Superintendent, and Mr. John DiPaola, Business Administrator / Board Secretary.

Roll call was taken. The Statement of Compliance, is hereby incorporated: In accordance with the requirements of Chapter 231 of the Public Laws of 1975, known as the "Open Public Meetings Act," this is to confirm that we are in compliance with the Sunshine Law and all appropriate postings and notices have been made. The following information is Board of Education Policy: "1) Any individual addressing the board of education is to state his/her name and address and sign the register at the podium. 2) No verbal accusation against any employee or member of the board of education shall be permitted. Such accusations may be presented in writing and will be given full consideration by the board of education. 3) No action will be taken by the board of education at the same meeting on requests from the public, which may necessitate either a new policy or a change in existing policy."

At 6:05 p.m. the meeting was opened to the public on agenda items only.

Jeanne Freitag- 35 Hillman Drive
- Questioned method of salary calculation of item G12

Public portion closed at 6:06 p.m.

Agenda Items were voted on.

At 6:11 p.m. the meeting was opened to the public for comments.

Jeffrey Freitag- 35 Hillman Drive

- Commented on discussion item from the June meeting regarding elementary dress code and gym, the current policy and regulation and inquired if the policy and regulation will be changed or updated in the future.

Mr. Iachetti responded that the policy and regulation are both being reviewed and any changes would be forthcoming at future meetings.

There were no other comments and at 6:15 p.m. the public portion of the meeting was closed.

Mrs. Gerardi then introduced, Mr. Angelo DeSimone, the State Monitor for the district from January 2015 until June 30, 2019 who was in the audience.

Mr. DeSimone stated that as he publicly announced at the last meeting the district is no longer being monitored by the State as of June 30, 2019. He then introduced his supervisor, Mr. Glen Forney, Deputy Assistant Commissioner of Finance from the NJ Department of Education.

Mr. Forney addressed the board stating that he was attending as the NJDOE Commissioner of Education's representative. He said he implemented the monitoring of the district back in April, 2014. He commended the board on its cooperation during the monitoring in 2014 and how he was pleased the district is being removed from being monitored by the State.

Mrs. Gerardi thanked Mr. Forney and Mr. DeSimone for their comments and for their guidance during the monitoring period.

Shen then opened the meeting for board comments:

Mr. Cannizzo

- Being removed from monitoring is a proud moment for the board
- Progress

Mr. Golabek

- Echoed Mr. Cannizzo's commented regarding the removal from monitoring
- Progress

Ms. Pena

- Nice to hear the positive words from Mr. Forney
- Progress

Mrs. Aspras

- Very pleased that monitoring is over
- Spoke on the community support of the 16th Ave Family impacted by the recent fire

Mr. DeMatteo

- Thanked everyone for their work in getting the district removed from monitoring- Progress

Mr. Luke

- Glad that there is closure on the monitoring situation, Mr. DeSimone was a great help to the board.
- Asked Mr. Iachetti if the schools are ready regarding technology for the upcoming school year
- Progress

Mrs. Gerardi

- Saw monitoring through from beginning to end
- Keep putting kids first
- Congratulated Ms. Brown on her appointment to her new position
- New girls wrestling tournament will be held at our school in January
- There are now 3 dual enrollment classes being offered in the HS in September

At 6:26 p.m. the following Motion to go into closed session was made by Mr. Luke and Seconded by Mr. Cannizzo.

Whereas, Section 8 of the Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and Whereas, the Board is of the opinion that such circumstances exist. Now therefore, be it resolved, that the Elmwood Park Board of Education will meet in closed session to discuss legal issues and will disclose to the public the subject matter listed when circumstances dictate the need for confidentiality no longer exists.

Mrs. Gerardi announced that the board would not be taking any action following the executive session.

At 6:40 a Motion was made by Mr. Luke, seconded by Mr. Cannizzo and unanimously approved by voice vote of the members present to adjourn the meeting.

I hereby certify these final summary minutes of the Special meeting of the Elmwood Park Board of Education in session on July 31, 2019 to be true and correct and in complete agreement with the official Minute Book of the Board of Education.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John DiPaola", written in a cursive style.

John DiPaola
Business Administrator/Board Secretary



**Elmwood Park Board of Education
ELMWOOD PARK, NEW JERSEY
AGENDA**

SPECIAL MEETING

July 31, 2019

A SPECIAL MEETING OF THE ELMWOOD PARK BOARD OF EDUCATION IS BEING HELD THIS EVENING AT 6:00 P.M. **IN THE MEDIA CENTER AT MEMORIAL MIDDLE/HIGH SCHOOL, 375 RIVER DRIVE, ELMWOOD PARK, NEW JERSEY.**

A. OPENING: ROLL CALL, SUNSHINE STATEMENT, FLAG SALUTE

B. CLOSED SESSION-AS NEEDED

C. PUBLIC COMMENTS – AGENDA ITEMS ONLY

D. OPEN SESSION: REVIEW OF REGULAR AGENDA

1. PERSONNEL
2. STUDENTS
3. GENERAL
4. BUSINESS

E. PUBLIC COMMENTS – GENERAL

F. COMMENTS BY BOARD MEMBERS – OLD AND NEW BUSINESS

G. CLOSED SESSION

Whereas, Section 8 of the Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and Whereas, the Board is of the opinion that such circumstances exist. Now therefore, be it resolved, that the Elmwood Park Board of Education will meet in closed session to discuss and will disclose to the public the subject matter listed when circumstances dictate the need for confidentiality no longer exists.

H. ADJOURNMENT

1. PERSONNEL

A. EMPLOYMENT

1) **WHEREAS**, EMPLOYEE ID No. 4310 is employed by the Elmwood Park Board of Education (hereinafter “Board”);

IT IS HEREBY RESOLVED, upon the recommendation of the Superintendent of Schools, that the employment and adjustment increments for EMPLOYEE ID No. 4310 shall be withheld for the 2019/2020 school year in accordance with the Provisions of N.J.S.A. 18A:29-14; and shall not be reinstated in subsequent years except by further action of the Board: and

BE IT FURTHER RESOLVED that the Superintendent is directed to provide the employee with written notice of this action and the reasons therefore within 10 days.

2) **IT IS HEREBY RESOLVED**, upon the recommendation of the Superintendent of Schools, that EMPLOYEE ID# 5277 be terminated, effective July 25, 2019.

3) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education *confirm/approve* Lauren Rassam to tenure track position for 2019/2020 school year, amended from May 28, 2019 agenda (PA-2).

4) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education *confirm/approve* the following school administrators, principals, teachers, custodians and other officers and employees pursuant to N.J.S.A.18A:16-1, N.J.A.C. 23A-6.8, and Board Policies 3141 and 4125, effective for the 2019/2020 school year:

PA-2	NAME	POSITION	UPC#	SALARY	LOCATION	EFFECTIVE DATE
A.	Danielle Bartlett	Teacher of Mathematics	TCH.11.MATH M.MS.05 11-130-100- 101-11-008-00	BA Step 1 \$50,323	Memorial Middle School	9/1/19
B.	Kevin John	Social Studies	TCH.01.SOCS. HS.02	MA Step 1	Memorial High	9/1/19

	Seavers		11-140-100-101-01-013-00	\$54,073 <i>(Amended Step from June 25, 2019 Agenda)</i>	School	
C.	Ewa Krupinska	Teacher of Mathematics	TCH.01.MATH.HS.02 11-140-100-101-01-008-00	BA Step-4A \$53,843	Memorial High School	9/1/19
D.	Ryan Whitmer	Teacher of Mathematics	TCH.01.MATH.HS.08 11-140-100-101-01-008-00	BA Step 5 \$55,043	Memorial High School	9/1/19
E.	Chrisovalantou Lagonikos	Grade 2 Teacher	TCH.02.ELEM.EL.11 11-120-100-101-03-000-00	BA Step 1 \$50,323	Gilbert Avenue	9/1/19
F.	Caren Fassbender	Secretary	SEC.03.PRIN.NA.01 11-000-240-105-03-000-00	Step 1 \$27,344	Gilbert Avenue	9/1/19
G.	Nicholas Schiff	Teacher of Social Studies	TCH.11.AUST.MS.NA.01 11-214-100-101-01-000-00	BA Step 1 \$50,323	Memorial Middle School	9/1/19
H.	Carissa Wolf	Grade 3 Teacher	TCH.03.ELEM.EL.12 11-120-100-101-03-000-00	BA Step 1 \$50,323	Gilbert Avenue School	9/1/19
I.	Monica Naughton Brown	Director Of Curriculum, Instruction, & Evaluation	ADM.08.DRIS.NA.01 11-000-223-102-08-000-00	\$120,784	District	8/1/19
J.	Susan Casale	Leave Replacement	TCH.11.MATH.MS.03	BA Step 1	Memorial Middle	9/1/19

			11-130-100-101-11-008-00	\$50,323 Per Diem No Benefits	School	
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B. RESIGNATION

- 1) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education accept the following employee resignations pursuant to N.J.S.A.18A:28-8; and Board of Education Policy 3141 for the 2019/2020 school year, *with regret*:

PB-1	NAME	POSITION	UPC#	LOCATION	EFFECTIVE DATE
A.	Ji Yeon Lim	Teacher of Mathematics	TCH.01.MATH.HS.02 11-140-100-101-01-008-00	Memorial High School	9/1/19
B.	Christina Kurica	Teacher of Special Education	TCH.11.AUST.MS.NA.01 11-214-100-101-01-000-00-	Memorial Middle School	9/1/19
C.	Connor Walsh	First Assistant Football Coach	034-02 11-402-100-100-01-034-00	Memorial High School	7/11/19
D.	Erin Wright (formerly Connolly)	Teacher of Special Education	TCH.04.ELEM.EL.02 11-110-100-101-04-000-00	Sixteenth Avenue	9/1/19
E.	Megan Lubin	Teacher of Special Education	TCH.03.SPEC.EL.01 11-213-100-101-03-000-00	Gilbert Avenue	9/24/19

C. RETIREMENT

N/A

D. COACHES /STIPEND

1) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education *confirm/approve the extra-curricular activity*, student activity position for the 2019/2020 school year, as listed in the categories below:

PD-1	NAME	POSITION	SALARY	UPC #	LOCATION	EFFECTIVE DATE
A.	Brian Swayne	First Assistant Football Coach	Step 3 \$7,213	034-02 11-402-100-100-01-034-00	Memorial High School	8/1/19
B.	Daniel DiStasio	Assistant Football Coach	Step 1 \$4,865	034-05 11-402-100-100-01-034-00	Memorial High School	8/1/19
C.	Thomas Cannon	JV Boys Soccer Coach	Step 1 \$4,718	036-02 11-402-100-100-01-036-00	Memorial High School	8/1/19
D.	Kevin Tuohey	Volleyball Coach	Step 1 \$4,718	082-11 11-402-100-100-11-040-00	Memorial Middle School	8/1/19

2) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the extracurricular activity: *Curriculum Revisions as NJDOE mandates* for the 2019/2020 school year, as listed in the categories below:

Compensation as per EPEA Contract: \$31.00/hr		
<i>Employee</i>	<i>Modifications (Creation or Revision) to Curriculum</i>	<i>Hours</i>
Veronica D’Ettore	Revision: <u>ELA- Grade 9 and Grade 9 Honors</u>	6
Cheryl Rossetti	Creation: Pre K- Grade 2 Math (Special Education)	10

Lauren Zuravner	Edmark Comprehension (Special Education)	8
Maria Torres	Creation: Pre K- Grade 2 Math (Special Education)	10
Kristen Jordan	Revision: <u>Physical Education and Health Grades 6,7,8</u>	6

F. SUBSTITUTES

- 1) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the appointment of the following substitute for the 2019/2020 school year, pending the results of a criminal background check:

Samantha Dock
Michelle Mattia
Maria Mendoza

G. TRANSFER

N/A

H. MOVEMENT ON GUIDE/SALARY ADJUSTMENT

- 1) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the ***movement on guide*** for the following school administrators, principals, teachers, custodians and other officers and employees pursuant to N.J.S.A.18A:16-1 and 18A:29-13.

PH-1	Name	Current Salary	Amended Salary	Location	Effective
A.	Madeline Iraheta (Student Tech)	\$8.65 an hour	\$10.00 an hour <i>(Amended for minimum wage increase from June 25, 2019 agenda)</i>	Memorial High School	7/1/19

I. VOLUNTEER

- 1) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the *appointment* of the following volunteers for the 2019/2020 school year:

PI -1	Name	Position	Location	Effective
A.	Maria McLoughlin	Student Volunteer High School Athletic Training	Memorial High School	8/1/19 through 6/30/20

J. FMLA/MATERNITY LEAVE/LEAVE OF ABSENCE

N/A

K. WORKSHOP/TRAINING

- 1) Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the following request for the 2019/2020 school year, for the following employees to attend workshops:

PK-1	NAME	POSITION	DATE	SUB REQUIRED	COST	ACTIVITY	LOCATION
A.	Mohammed Saadeh	Director of Pupil Pers. Services & Assmnt.	8/19/19	No	\$149.00	Grant Writing 101: Innovating on a Lean Budget	Monroe Twshp, NJ

L. STUDENT TEACHING OBSERVATION/PRACTICUM/INTERNSHIP

N/A

M. PARAPROFESSIONALS

N/A

N. EMPLOYEE CONTRACTS

N/A

O. JOB DESCRIPTIONS

N/A

P. GENERAL

N/A

Motion of: Mr. Luke

Seconded By: Mr. Cannizzo

Consent Vote on items: PA1-PK1

	DA	KC	DD	JG	JM	KP	DZ	GL	LG
AYE	X	X	X	X		X		X	X
NAY									
ABSENT					X		X		
ABSTAINED									
RECUSED									

2. STUDENTS

N/A

3. GENERAL

G1. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve Dr. Paul Amoroso, Superintendent of Pompton Lakes School District, to mentor Ms. Jillian Torrento, Assistant Superintendent, as per NJASA and NJDOE standard superintendent certification requirements.

- G2. Mr. Anthony Iachetti, Superintendent of Schools, as per N.J.S.A.18A:11-15 (4) and on the advice of the board attorney recommends that the board of education confirm/approve the **revision of item G10 approved May 28, 2019** regarding **Summer School Tuition** to include the following:
“Any student whose family income is at or below the most recent federal poverty guidelines are exempt from tuition requirements.”
- G3. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the payment of \$1,200.00 from 2019/2020 Title IA grant account # 20-231-100-320-08-000-02 for the ***Middle School assembly program with Mallory’s Army***. The event was approved at the June 25, 2019 board meeting.
- G4. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the payment of \$500.00 from 2019/2020 Title IA (Parent Involvement) grant account # 20-231-200-500-08-000-00 for the ***parent presentation from Mallory’s Army***. The event was approved at the June 25, 2019 board meeting.
- G5. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the payment of \$700.00 from 2019/2020 Title IIA grant account # 20-270-200-585-08-000-00 for the ***in-service professional development for staff members presented by Mallory’s Army***. The in-service was approved at the June 25, 2019 board meeting.
- G6. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the revised ***District Professional Development Plan 2019/2021***.
- G7. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the ***2019/2020 Annual School Plan for Memorial Middle School***, a required needs-assessment processes for Title I Schoolwide Plans to promote a more coordinated and effective use of resources for schools.
- G8. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the payment of \$1,600.00 from 2019/2020 Title IIA grant for the ***NJPSA Training for District Administration***.

G9. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the payment of \$750.00 from 2019/2020 Title IIA grant for ***Training for District Coaching Staff***.

G10. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the below Memorial Middle School Teachers two ***data analysts*** may be hired at \$50/hour for approximately 25 hours, but not to exceed \$1250 each data analyst. to be paid out of the 2019/2020 Title IA grant:

Laura Livelli
Courtney Risoli (formerly Williams)

G11. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the below Memorial Middle School Teachers for ***summer training for Read and Math 180***, payment on a per-diem basis, as per the EPEA contract, to be paid out of the 2019/2020 Title IA grant.

Danielle Bartlett
Carol Camacho
Samantha Dock
Dana Illge
Maria Pucella
Courtney Risoli (formerly Williams)
Lara Rodriguez
Matthew ten-Hoeve

G12. Mr. Anthony Iachetti, Superintendent of Schools, recommends that the board of education confirm/approve the **revision of resolution G19 approved June 25, 2019** of the below Memorial Middle School Teachers to read one day of ***summer training*** of the new ***enVision Math 2.0*** textbooks for grades 6,7,8 and the accelerated grade 8 math programs, payment on a per-diem basis, as per the EPEA contract:

Courtney Williams
Laura Livelli
Allison Warren
Lynette Rivera (or her maternity leave replacement)
Carol Camacho
Samantha Dock
Dana Illge

4. BUSINESS

M. ACCEPTANCE OF MINUTES

M1. BE IT RESOLVED: that the minutes of the following meeting be accepted:

Regular Meeting	June 25, 2019
Closed Session	June 25, 2019

Motion of: Mr. Luke

Seconded By: Mrs. Aspras

Consent Vote on items: M1

	DA	KC	DD	JG	JM	KP	DZ	GL	LG
AYE	X	X	X					X	X
NAY									
ABSENT					X		X		
ABSTAINED									
RECUSED				X		X			

F. FINANCIAL

F1. CONFIRMATION OF BILLS AND WARRANTS FOR JUNE 26, 2019

BE IT RESOLVED: that, based upon the recommendation of the Superintendent and Business Administrator, the bills payable by check numbers 28961 through 29069 totaling \$720,745.46 and wire transfers totaling \$11,765.75 from Spencer Savings Bank Board of Education General Account, check numbers 1410 through 1413 totaling \$4,643.18 from board of education Food Service Account, which were reviewed by the Finance Committee, be confirmed for payment.

F2. CONFIRMATION OF BILLS AND WARRANTS FOR JUNE 27, 2019

BE IT RESOLVED: that, based upon the recommendation of the Superintendent and Business Administrator, the bills payable by check numbers 29070 through 29124 totaling \$421,086.70, check numbers 1414 through 1416 totaling \$83,297.17 from board of education Food Service Account, which were reviewed by the Finance Committee, be confirmed for payment.

F3. PAYROLL CONFIRMATION

BE IT RESOLVED: that the board of education confirms the action of the Board Secretary/Business Administrator in issuing the payroll for June 28, 2019 in the total amount of \$90,317.98.

F4. PAYROLL CONFIRMATION

BE IT RESOLVED: that the board of education confirms the action of the Board Secretary/Business Administrator in issuing the payroll for July 15, 2019 in the total amount of \$281,160.82.

F5. PAYROLL CONFIRMATION

BE IT RESOLVED: that the board of education confirms the action of the Board Secretary/Business Administrator in issuing the payroll for July 30, 2019 in the total amount of \$252,286.59.

F6. ACCEPTANCE OF NON-PUBLIC TRANSPORTATION AID 2018/2019

BE IT RESOLVED: that the board of education does hereby accept additional non-public transportation aid in the amount of \$51,130 awarded by the State of New Jersey, Department of Education for the 2018/2019 fiscal year, and authorizes this amount be appropriated in the 2019/2020 budget into account #11-000-270-518-14-000-00.

F7. ACCEPTANCE OF EXTRAORDINARY STATE AID 2018/2019

BE IT RESOLVED: that the board of education does hereby accept extraordinary aid in the amount of \$489,040 from the State of New Jersey, Department of Education for the 2018/2019 fiscal year, and authorizes this amount be appropriated in the 2019/2020 budget into account #11-000-100-565-07-000-00.

Motion of: Mr. Luke

Seconded By: Mrs. Aspras

Consent Vote on items: F1-F7

	DA	KC	DD	JG	JM	KP	DZ	GL	LG
AYE	X	X	X	X		X		X	X
NAY									
ABSENT					X		X		
ABSTAINED									
RECUSED	F4 #173731							F3 #173220	

B. BUSINESS

BG1. USE OF FACILITIES – APPROVALS -

BE IT RESOLVED: that, upon the recommendation of the superintendent and business administrator, the board of education approves the requests for Use of School Facilities, pending receipt of required documentation according to Board Policy #7510.

BG2. USE OF FACILITIES – APPROVALS – OUTSIDE ORGANIZATIONS

BE IT RESOLVED: that, upon the recommendation of the superintendent and business administrator, the board of education approves the requests for Use of School Facilities from outside organizations, pending receipt of required documentation according to Board Policy #7510.

BG3. ATTENDANCE AT NJSBA WORKSHOP 2019 (**Revised from May 28, 2019**)

BE IT RESOLVED: that the board of education amend resolution BG#15 approved May 28, 2019 and to authorize adding the attendance of Ms. Jillian Torrento, Assistant Superintendent of Schools at the 2019 NJSBA Annual Workshop in Atlantic City, N.J., October 21-24, 2019, in accordance with the District's travel policy and procedures and all established Federal and State guidelines.

Motion of: Mr. Luke

Seconded By: Mrs. Aspras

Consent Vote on items: BG1- BG3

	DA	KC	DD	JG	JM	KP	DZ	GL	LG
AYE	X	X	X	X		X		X	X
NAY									
ABSENT					X		X		
ABSTAINED									
RECUSED									

H. HARASSMENT, INTIMIDATION & BULLYING

H1. BE IT RESOLVED: that the board of education does hereby affirm the Superintendent's decision on Harassment, Intimidation and Bullying cases:

- #2018-2019-080-04
- #2018-2019-070-06
- #2018-2019-050-06
- #2018-2019-050-07
- #2018-2019-070-07
- #2018-2019-050-08
- #2018-2019-060-17

A. ADOPTION OF POLICIES AND REGULATIONS

A1. SECOND READING OF REVISED POLICIES

BE IT RESOLVED: that, upon the recommendation of the superintendent and Business administrator/board secretary, the board of education does hereby approve the Second reading of revised policies and regulations, and new policy as follows:

R5600	Pupil Discipline/Code of Conduct
R5420	Reporting Pupil Progress

Motion of: Mr. Luke

Seconded By: Ms. Pena

Consent Vote on items: A1

	DA	KC	DD	JG	JM	KP	DZ	GL	LG
AYE	X	X	X	X		X		X	X
NAY									
ABSENT					X		X		
ABSTAINED									
RECUSED									

Certified to be true copies of resolutions adopted by the Elmwood Park Board of Education at its Special Meeting held on July 31, 2019.



John DiPaola, Business Administrator/Board Secretary

Certified to be true copies of resolutions adopted by the Elmwood Park Board of Education at its Special Meeting held on July 31, 2019.

A handwritten signature in black ink, appearing to read "John DiPaola". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

John DiPaola, Business Administrator/Board Secretary