

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, August 23, 2011
District Conference Room

Mission Statement

Our mission as a school community is to provide quality education through an environment which promotes individual excellence and that all pupils achieve the Common Core State Standards and the New Jersey Core Curriculum Content Standards at all grade levels.

I. CALL MEETING TO ORDER

II. FLAG SALUTE

III. ROLL CALL OF MEMBERS

IV. PUBLIC NOTICE

Adequate Notice of this meeting in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," has been provided by action of the Board of Education at the Reorganization Meeting of May 10, 2011. Notice has been provided to the three newspapers circulated in the school district and a posted notice to this effect on the Board of Education building bulletin board, Administrative Headquarters, 51 West Cliff Street, Somerville, New Jersey.

V. PUBLIC COMMENT

At this time, comment is invited on any matter related to agenda items.

When permitted, public participation shall be governed by the following rules under Bylaw 0167:

- 1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and any other group affiliation, if appropriate;*
- 2. Each statement made by a participant shall be limited to three minutes duration*
- 3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
- 4. All statements shall be directed to the presiding officer; no participant may address or question board members individually.*
- 5. The presiding officer may:*
 - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;*
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;*
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the*

* Branchburg Vote Eligible

preschool's age appropriate literature collection. (Attachment NB-1)

3. Professional Services Contract Award for Verbal Behavioral Approach Services

RESOLVED that the Board of Education approve the agreement with Verbal Behavior Network to provide verbal behavior approach services at \$750.00 per day per the attached quotation proposal form pursuant to N.J.S.A. 18A:18A-5a(1) for the 2011-2012 school year. Verbal Behavior Network was the lowest responsible proposal. (Attachment NB-2)

It is recommended that Items 4* through 12* be moved upon the recommendation of the Superintendent of Schools.

4* Resolution Awarding Contract for Cisco LAN Switching Equipment

WHEREAS, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), the Somerville Board of Education may by resolution without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury ("Division of Purchase and Property"); and

WHEREAS, the Division of Purchase and Property has entered into an agreement with Cisco Systems for Data Communications Equipment and Associated OEM Maintenance through a Participating Addendum under the Western States Contracting Alliance ("WSCA") Master Agreement for the period April 20, 2009 through May 31, 2012 with two (2) additional one (1) year extensions; and

WHEREAS, pursuant to the terms of the Participating Addendum Cisco Systems has designated certain authorized partners/dealers as have been approved by the Director of the Division of Purchase and Property to sell authorized products and services in the State of New Jersey; and

WHEREAS, the Somerville Board of Education is seeking to upgrade Cisco Equipment at the Somerville Middle School, Somerville High School, and VanDerveer Elementary School including Cisco equipment from the Participating Addendum to the WSCA Master Agreement (Data Communications Equipment and Associates OEM Maintenance and Training Contract #73979); and

WHEREAS, the Somerville Board of Education has not requested configuration services as part of the purchase; and

WHEREAS, in accordance with the requirements of the Division of Purchase and Property for purchases of \$100,000 or less, the Somerville Board of Education has solicited quotes from two (2) of the Cisco authorized partners/dealers; and

WHEREAS, Aspire Technology Partners submitted a bid in the amount of \$68,194.14 with requirements that were not in accordance with the WSCA Agreement by requiring all shipping and handling and all risk of transportation to be the responsibility of the Board of Education; and

WHEREAS, Millennium Communications Group, Inc. is the authorized partner/dealer which has submitted the quotation for the required goods and services at the lowest price and in conformity

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with the WSCA requirements; and

WHEREAS, the Somerville Board of Education intends to enter into a contract with Millennium Communications Group, Inc. through this resolution which shall be subject to all the conditions applicable to the current WSCA Master Agreement as amended by the State Participating Addendum; now, therefore, be it

RESOLVED, the above referenced paragraphs are hereby incorporated by reference; and be it further

RESOLVED, that the Somerville Board of Education hereby authorizes the contract with Millennium Communications Group, Inc. for the provision of Cisco Equipment for an amount not to exceed \$65,466.00; and be it further

RESOLVED, that pursuant to N.J.A.C. 5:34-7.29(e) the duly authorized and executed purchase order shall serve as the contract between the Somerville Board of Education and Millennium Communications Group, Inc. and shall include the State cooperative purchasing system identifier, 1NJCP, and the State contract number for Cisco Systems, Inc. #73979.

5* Education and Transportation of Students with Disabilities

RESOLVED that the Board of Education authorize the Superintendent of Schools to make arrangements for the education and transportation of students with disabilities for the 2011-2012 school year.

6* Bid Award for Fiber Optic Wide Area Network

WHEREAS, on August 9, 2011, the Somerville Board of Education (“Board”) held a public bid opening for the Fiber Optic Wide Area Network Upgrade project (the “Project”); and

WHEREAS, the lowest bid was submitted by Integrated Micro Systems, Inc., 74 Lee Avenue, Haledon, New Jersey 07508, with a base bid for the primary project of Eighty Nine Thousand Six Hundred Ten Dollars (\$89,610.00) and a Bid on the Alternate of Ten Thousand Dollars (\$10,000.00) for a total bid of Ninety Nine Thousand Six Hundred Ten Dollars (\$99,610.00); and

WHEREAS Integrated Micro Systems, Inc. has submitted all of the required documents in support of its Bid; and

WHEREAS, upon the Board has determined Integrated Micro Systems, Inc. to be the lowest responsible and responsive bidder; and

WHEREAS, the Board’s counsel has determined Integrated Micro Systems, Inc.’s bid to be awardable.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for the Fiber Optic Wide Area Network including Alternate project to **Integrated Micro Systems, Inc.** in the total amount of **Ninety Nine Thousand Six Hundred Ten Dollars (\$99,610.00)**; and

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BE IT FURTHER RESOLVED, that the Board’s Counsel is authorized to prepare the contract for the Project, forward same to Integrated Micro Systems, Inc. and to obtain all documentation required thereby; and

BE IT FURTHER RESOLVED, that upon receipt of the signed contract from Integrated Micro Systems, Inc., and the approval of the insurance information, performance and payment bonds, and other required documentation from Integrated Micro Systems, Inc., the Business Administrator is authorized to return the bid bonds to all bidders with a note of thanks for their participation. (Attachment NB-3)

7* Athletic/Co-Curricular Transportation Services

RESOLVED that the Board of Education award a renewal contract to James Hager, Inc. of Ringoes, New Jersey for Athletic/Co-curricular Transportation services for the 2011-2012 school year, as needed, at a cost of \$67.50 per hour. This represents an increase over the 2009-2010 and 2010-2011 school years of 50 cents per hour.

8* Joint Transportation Contract

RESOLVED that the Board of Education enter into the following joint transportation agreements with Branchburg Township Board of Education for the 2011-2012 school year. Branchburg Township Board of Education will be the host district.

Athletic & Field Trips	\$52.50 per hour
Somerset County Vo-Tech shuttle	\$10,278.00 for the 2011-2012 school year
Brama Center	\$31.00 per diem (as needed basis)
Somerset Vo-Tech Twilight Program	\$52.50 per diem
Hillsborough High School	\$13,750.00 for the 2011-2012 school year

9* Joint Transportation Contract

RESOLVED that the Board of Education enter into the following joint transportation agreement with Branchburg Township Board of Education for the 2011-2012 school year. Somerville Board of Education will be the host district.

Stepping Stone School	\$83.00 per diem
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10* Authorizing Execution of an Agreement to Accept Public Works Commodities and Services Through Cooperative and Joint Purchasing and Services with Somerset County

WHEREAS, the County of Somerset is a leader in the concept of shared services as evidenced by a history of Interlocal Services Agreements pursuant to N.J.A.C 40:8A-1 et. seq. and Cooperative Pricing System #2-SOCCP pursuant to N.J.S.A. 40A:11-11(5) and N.J.A.C. 5:34-7 et. seq.; and

WHEREAS, the County of Somerset is desirous of contracting public works services to the county municipalities and public units in accordance with N.J.S.A. 40:8A-1 et. seq. and the terms of an agreement, copy of which is on file with the Clerk of the Board; and

WHEREAS, the County of Somerset is desirous of implementing a Commodity Resale System in accordance with N.J.A.C 5:34-7 for the resale of gasoline, diesel fuel, snow removal chemicals and public works materials and supplies and will act as Lead Agency for the County municipalities and

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public units desiring membership; and

WHEREAS, the Somerville Board of Education wishes to enter into this Master Agreement for services described above.

NOW THEREFORE BE IT RESOLVED, by the Somerville Board of Education that we do hereby authorize execution of the agreement by the Board President and the Board Secretary to accept public works commodities and services through cooperative purchasing and services with Somerset County for the period of January 1, 2012 to December 31, 2021.

11* State Contract Vendors

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR BOARDS OF EDUCATION PURSUANT TO N.J.S.A. 18A:18A-10a

WHEREAS, the Somerville Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Somerville Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Somerville Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Somerville Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2011-2012 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Somerville Board of Education School Board Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Somerville Board of Education and the referenced State Contract vendors shall be from July 1, 2011 to June 30, 2012.

Warnock Fleet	A78848	Light Duty Truck
Malouf Ford Inc.	A78846	Cargo Van

12* Travel Expenditure Resolution

WHEREAS, the Board of Education has determined that the school district travel expenditures for the attached programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New

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Jersey Statutes and in compliance with the district policy on travel; therefore be it

RESOLVED, that the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the attached training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount. (Attachment NB-4)

X. REPORT OF BOARD ITEMS

- A. Finance Committee:
Dennis Garot, Chairperson
James Adamec, Member
Kenneth Cornell, Member

It is recommended that Items **1** through **3** be moved upon the recommendation of the Superintendent of Schools.

1. Acceptance of Monthly Reports

RESOLVED that the Board of Education accept the monthly reports as listed below:
(Attachment B-1)

- A. Middle School Fund (June)
- B. Van Derveer School Fund (June)

2. Bills Lists

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-2)

Van Derveer and Middle Schools	
Bills List Dated July 29, 2011	
10 General Fund	\$244,931.19
20 Special Revenue Fund	1,193.98
30 Capital Projects Fund	13,226.25
TOTAL	\$259,351.42

3. Payroll

RESOLVED that the Board of Education approve the payroll payments for the following dates:

DATE	PAYROLL
July 15, 2011	\$36,073.58 (MS & VDV)
July 30, 2011	\$72,455.35 (MS & VDV)
August 15, 2011	\$39,235.80 (MS & VDV)

It is recommended that Items **4*** through **6*** be moved upon the recommendation of the Superintendent of Schools.

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4* Acceptance of Monthly Reports
RESOLVED that the Board of Education accept the monthly reports as listed below: (Attachment B-3)

- A. High School Fund (June)
- B. Athletic/Extracurricular Fund (June)

5* Bills Lists
RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-4)

Administrative and High School	
Bill List Dated July 29, 2011	
10 General Fund	\$ 940,614.38
20 Special Revenue Fund	40,695.99
30 Capital Projects Fund	23,239.21
40 Debt Service	947,294.38
60 Cafeteria Fund	83,802.88
TOTAL	\$2,035,646.84

6* Payroll
RESOLVED that the Board of Education approve the payroll payments for the following dates:

DATE	PAYROLL
July 15, 2011	\$229,246.32 (ADMIN & HS)
July 15, 2011	\$ 15,363.37 (FICA)
July 30, 2011	\$167,955.30 (ADMIN & HS)
July 30, 2011	\$ 11,911.56 (FICA)
August 15, 2011	\$155,381.17 (ADMIN & HS)
August 15, 2011	\$ 8,973.15 (FICA)

- B. Buildings and Grounds Committee:
Kenneth Cornell, Chairperson
Peter Lawton, Member

Facilities Report – August 2011 (Attachment C -1)

- C. Athletics and Student Activities Committee:
John Prudente, Chairperson
- D. Curriculum Committee:
Linda Olson, Chairperson
James Adamec, Member
- E. Policy Committee:
Al Kerestes, Chairperson

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* First Reading (Attachment C -2)

RESOLVED that the Board of Education approve the following policies and regulations for a first reading:

Bylaw 0144 Board Member Orientation and Training (Revised)

P 5350 Pupil Suicide Prevention (Revised)

P/R 5512 Harassment, Intimidation & Bullying (Revised)

P/R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)

* Second Reading (Attachment C-3)

P/R 5512 Harassment, Intimidation & Bullying (Revised)

F. Technology Committee:
Norman Chin, Chairperson
James Adamec, Member
Kenneth Cornell, Member

Technology Committee Meeting – July 18, 2011 (Attachment C-4)

G. Special Education Parent Advisory Committee:
Michelle Edgar, Liaison

H. Borough Council/B.O.E. Liaison:
John Prudente, Liaison

I. Somerset County Educational Services Commission:
James Adamec, Delegate

J. New Jersey School Boards Association:
Linda Olson, Delegate

K. Somerset County Association of Boards of Education:
John Prudente, Delegate

XI. PERSONNEL

K-8

RESOLVED that the Board of Education approve and/or accept the Superintendent of Schools' recommendations as follows: (appointments and salaries contingent upon verified documentation)

1. To revise the approval of the enclosed list of staff members to the positions of morning and afternoon monitors at Somerville Middle School for the 2011-2012 school year changing the rate of \$33.00 per hour to a rate of \$34.00 per hour per the SEA contract. (Attachment P-1)
2. To approve the enclosed list of staff members to the positions of CATS (Homework Help) monitors and detention monitors at Van Derveer School for the 2011-2012 school year at a rate of \$35.00 per hour per the SEA contract. (Attachment P-2)

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3. To approve the enclosed list of staff members to the positions of morning and afternoon monitors at Van Derveer School for the 2011-2012 school year at the rate of \$34.00 per hour per the SEA contract. (Attachment P-3)
4. To approve the following individuals as cafeteria/playground aides at Van Derveer School for the 2011-2012 school year at a rate of \$11.75 per hour:
 - Marilyn Bellantoni
 - Paula DeCanio
 - Guisseppina DeMarino-Cacchione
 - Christine Fellin
 - Colleen Gadson
 - Evelyn Johnson
 - Lay L. Kwa
 - Kathryn Moore
 - Nicholas Perovich
 - Barbara Petrushka
5. To approve the appointment of Ruth McKean as a substitute cafeteria/playground aide at Van Derveer School for the 2011-2012 school year at a rate of \$11.75 per hour.
6. To approve a request for Brittany McCabe, a student at Susquehanna University to complete a 40 hour early childhood teaching externship at the Somerville Preschool. Ms. McCabe will be supervised by Katherine Neary.
7. To accept the resignation of Stacey Peterson from the position of assistant principal at Van Derveer School effective August 26, 2011.
8. To approve the appointment of Nicholas Diaz to the position of interim assistant principal, administrative: principal certification at Van Derveer School to fill a vacancy caused by a resignation (Peterson) effective August 24, 2011 to October 15, 2011 at a salary of \$84,000.00. (prorated) (Attachment P-4)
9. To approve Helena Sroczynski to serve on the Somerville Middle School Safety Team for the 2011-2012 school year at no additional remuneration.
10. To approve the transfer of Debra Trifari from instructional assistant at Van Derveer School to instructional assistant at Somerville Middle School effective September 1, 2011 to June 30, 2012.
11. To approve the transfer of William Penn from instructional assistant at Somerville High School to instructional assistant at Van Derveer School effective September 1, 2011 to June 30, 2012.

9-12 and Districtwide

RESOLVED that the Board of Education approve and/or accept the Superintendent of Schools'

recommendations as follows: (appointments and salaries contingent upon verified documentation)

- 12*** To approve a paid maternity disability leave of absence for Geraldine Barrows, secretary to the assistant principal at Somerville High School, effective October 17, 2011 to November 16, 2011 and an unpaid child care leave of absence in accordance with the New Jersey Family Leave Act effective November 17, 2011 to January 6, 2012.
- 13*** To approve a paid maternity disability leave of absence for Marybeth Annese, teacher of social studies at Somerville High School, effective November 14, 2011 to January 3, 2012 and an unpaid child care leave of absence in accordance with the New Jersey Family Leave Act from January 4, 2012 to March 30, 2012.
- 14*** To approve summer work for Christine Guerrerio for the purpose of closing out all health related documentation specifically related to graduating seniors and incoming freshman at Somerville High School at her per diem rate not to exceed 5 days.
- 15*** To approve the enclosed list of individuals to the position of paraprofessionals at Somerville High School for the 2011-2012 school year. (Attachment P-5)
- 16*** To rescind the appointment of Rosa Guzman to the position of teacher of Spanish.
- 17*** To approve the appointment of Aida-Janet Wahba, to the position of teacher of Spanish, instructional; with Spanish certification at Somerville High School to fill a vacancy caused by a resignation (Krukowski) effective September 1, 2011 to June 30, 2012 at a salary of \$69,305.99. (Step 12 BA+15) (Attachment P-6)
- 18*** To rescind the appointment of Jamil McEnnis to the position of teacher of English.
- 19*** To approve the appointment of Sharon Gornick, to the position of teacher of English, instructional; English certification at Somerville High School to fill a vacancy caused by a retirement (Peachey) effective October 31, 2011 to June 30, 2012 at a salary of \$60,060.00. (Step 7 MA, prorated) (Attachment P-7)
- 20*** To approve the appointment of Nicole Battaglia, to the position of teacher of mathematics, instructional: mathematics certification at Somerville High School to fill a vacancy caused by a resignation (Perry) effective September 1, 2011 to June 30, 2012 at a salary of \$52,020.00 (Step 1 BA). (Attachment P-8)
- 21*** To approve the appointment of Michael Skomba, to the position of teacher of social studies instructional: social studies certification at Somerville High School to fill a vacancy caused by a retirement (Calvo) effective September 1, 2011 to June 30, 2012 at a salary of \$52,170.00. (Step 2 BA) (Attachment P-9)
- 22*** To approve the appointment of Michael Dougherty, to the position of leave replacement teacher of special education, instructional: students with disabilities certification at Somerville High School to fill a vacancy caused by a leave replacement (Rath) effective September 1, 2011 to June 30, 2012 at a salary of \$56,420.00. (Step 1 MA) (Attachment P-10)

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- 23*** To approve the appointment of Bethany Cisternino as a co-head gymnastics coach at Somerville High School for the 2011-2012 school year at a stipend of \$6,004.00.
- 24*** To approve the appointment of Nicole Frangione as a choreographer for the 2011-2012 musical performance at the high school at a stipend not to exceed \$1,800.00, which will be paid from the drama account in the Somerville High School Student Activities Fund.
- 25*** To approve the appointment of Rodney Van Ness to the position of assistant wrestling coach at Somerville High School for the 2011-2012 school year at a stipend of \$6,474.00.
- 26*** To approve the appointment of Isaiah Davenport to the position of assistant boys' basketball coach at Somerville High School for the 2011-2012 basketball season at a stipend of \$6,474.00.
- 27*** To approve the appointment of Molly James to the position of head girl's fencing coach at Somerville High School for the 2011-2012 school year at a stipend of \$8,225.00.
- 28*** To approve the appointment of Michael Skomba to the position of assistant football coach at Somerville High School for the 2011-12 football season at a stipend of \$7,604.00.
- 29*** To approve the appointment of Antonio Maglione to the position of assistant football coach at Somerville High School for the 2011-2012 football season at a stipend of \$7,604.00.
- 30*** To approve the appointment of Regina Rossi to the position of assistant girls' soccer coach at Somerville High School for the 2011-2012 school year at a stipend of \$6240.00.
- 31*** To approve the following individuals as 2011 summer technology helpers at the hourly rate of \$35.00 per the SEA contract not to exceed 20 hours each:
 Jessica Cangelosi
 Christopher Mulligan
- 32*** To approve the following individuals as 2011 summer maintenance/custodial helpers at a rate of \$8.25 per hour:
 Brendon Davis
 Matthew Bruskin
 William Schwartz
- 33*** To approve the following individuals as volunteer band truck drivers for the 2011-2012 school year:
 Thomas Cumello
 Kevin Harbinski
 Gary Vitaliano
- 34*** To approve the creation of the following new position of District Computer/Help Desk Technician for the district for the 2011-2012 school year.
- 35*** To approve the following job description for the newly created position of District Computer/Help

* Branchburg Vote Eligible

Desk Technician. (Attachment P-11)

- 36* To approve the revision of all job descriptions of the Somerville Public Schools to include the following statement: “Any staff member who has witnessed, or has reliable information that a student has been subjected to harassment, intimidation or bullying shall verbally report on the matter to the Principal that same day. The staff member shall put the report in writing to the Principal within two days and the Principal shall immediately initiate the school district’s procedures concerning school bullying.”
- 37* To approve the appointment of Nicole DiStefano to the position of substitute secretary for the district for the 2011-2012 school year.
- 38* To approve the appointment of Joy Cleveland and Mary Ellen Griffin as substitute speech therapists at the rate of \$75.00 per hour on an as needed basis for the 2011-2012 school year.
- 39* To approve the enclosed list of substitute teachers and substitute nurses at \$90.00 per diem and substitute secretaries at \$12.00 per hour for the 2011-2012 school year. (Attachment P-12)

XII. HEARING OF THE PUBLIC REGARDING AGENDA ITEMS AND NON-AGENDA ITEMS

At this time, comment is invited on any matter related to the school district.

When permitted, public participation shall be governed by the following rules under Bylaw 0167:

1. *A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and any other group affiliation, if appropriate;*
2. *Each statement made by a participant shall be limited to three minutes duration*
3. *No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
4. *All statements shall be directed to the presiding officer; no participant may address or question board members individually.*
5. *The presiding officer may:*
 - a. *Interrupt, warn, or terminate a participant’s statement when the statement is too lengthy, abusive, obscene, or irrelevant;*
 - b. *Request any individual to leave the meeting when that person does not observe reasonable decorum;*
 - c. *Request the assistance of law enforcement officers in the removal of a disorderly person when that person’s conduct interferes with the orderly progress of the meeting;*
 - d. *Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and*
 - e. *Waive these rules when necessary for the protection of privacy or the efficient administration of the Board’s business.*

XIV. ADJOURNMENT

* Branchburg Vote Eligible