### Minutes of Board of Education Regular Meeting

# The Board of Trustees Joliet Township High School District 204

A Board of Education Regular Meeting of the Board of Trustees of Joliet Township High School District 204 was held Tuesday, November 18, 2025, beginning at 7:00 PM at the District Administrative Center, 300 Caterpillar Drive, Joliet, Illinois.

#### I. Call to Order and Roll Call – 4:30 PM

#### II. Closed Session

Closed Session is to discuss and consider items such as student discipline, collective negotiating matters, acquisition of land, pending legal matters, and/or personnel for the appointment, employment, pay, discipline, performance, or dismissal as designated by school board policy 2:200.

President Kennedy called the meeting to order at 4:33 p.m. in the Board Room at the District Administrative Center, 300 Caterpillar Drive, Joliet, Illinois. Members Present Mr. Thomas Fitzpatrick, Mr. Matt Kennedy, Mrs. Michelle Stiff, Mrs. Christine Lynn, Mrs. Lorraine Guerrero Neumayer, Dr. Angela Huntington, and Mr. Dan Coffey.

Mrs. Guerrero Neumayer moved that the board go into Executive Session for the purpose of student discipline, personnel, negotiation, and school property. The motion was seconded by Dr. Huntington and carried. Roll call vote. Ayes: Mr. Fitzpatrick, Dr. Huntington, Mr. Kennedy, Mr. Coffey, Mrs. Lynn, Mrs. Stiff, and Mrs. Guerrero Neumayer. Nays: None.

#### III. Call to Order and Roll Call - Regular Meeting - 7:00 PM

President Kennedy reconvened the meeting into Regular Session at 7:00 p.m. in the Board room at the Administrative Center, 300 Caterpillar Drive, Joliet, Illinois and asked for roll call. Members Present: Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, and Mr. Coffey.

- A. Pledge of Allegiance
- B. Welcome Visitors
  President Kennedy welcomed all guest in person and watching livestream. He also thanked JROTC.

#### IV. Public Comment on Any Agenda Item

Members of the public may make comments to the Board of Education on any item listed on the agenda. The time allotted to comment is limited to five minutes, unless the Board President decides to shorten public comment to conserve time and give the maximum number of individuals opportunity to speak as designated by school board policy 2:230.

No Public Comment.

#### V. Consent Agenda

The Consent Agenda is used for those items that usually do not require discussion or explanation before Board of Education action. It may also include items for which the law requires board action but which the board rightfully delegates to the staff.

- A. Minutes of October 21, 2025 Regular Board Meeting
- B. Payroll, Organizations & Activity, and Cafeteria Report *Policy 4:60*
- C. Freedom of Information Request(s) Policy 2:250
- D. Check Register Policy 4:60

A motion was made by Dr. Huntington to approve the Consent Agenda with the removal of Hopewell Schools from the Check Register. The motion was seconded by Mr. Coffey and carried. Roll call vote. Ayes: Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, and Mr. Coffey. Nays: None.

A motion was made by Mrs. Stiff to approve the remaining Consent Agenda. The motion was seconded by Mr. Coffey and carried. Roll call vote. Ayes: Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, and Mrs. Guerrero Neumayer. Nays: None. Abstain: Dr. Huntington.

#### VI. Recognition and Awards

- A. Central Campus No Recognition this Month
- B. West Campus No Recognition this Month
- C. District

Jordan Shell, Henry Mastin, Juan Hobbs, Ozziel Lara, Dion Thompson, and Jazzy Short current student at Joliet Township High School shared their student experiences at Central, West and Pathways. They also shared that it is the leadership the Board of Education gives that makes their educational experiences possible.

#### VII. Superintendent Reports

- A. Correspondence No Correspondence.
- B. Legislative Report No Legislative Report.
- C. 2024-2025 Annual Financial Presentation *Mr. Tom Lancaster, Partner*.

Wermer, Rogers, Doran and Ruzon

Mr. Lancaster gave the board an overview of the District's activities for the fiscal year and highlights of the audit. Mr. Lancaster shared with the board that the District has received the International

- Certificate of Excellence in Financial Reporting from the Association of School Business Officials consecutively for 37 years.
- D. 2025 Tentative Tax Levy Presentation *Dr. Ilandus Hampton*, *Assistant Superintendent of Business Services*Dr. Hampton presented the 2025 Tax Levy preliminary estimates. Dr. Hampton stated that the district is required to have the estimated Levy on public display not less than 7 days or more than 20 days prior to the adoption. A copy is on file in the Business Office
- E. 2025 School Report Card Presentation Dr. Karla Guseman, Superintendent, Mrs. Dianne McDonald, Assistant Superintendent Educational Services, Mr. Shad Hallihan, Joliet Central Principal, Mrs. Tecara Parker, Joliet West Principal Dr. Guseman, Mrs. Dianne McDonald, Mrs. Tecara Parker and Mr. Hallihan provided an overview of the School Report Card.
- F. 2025-2026 First Semester Fall Housing Report
  Dr. Guseman shared the Fall Housing Report and stated there has
  been a net decrease of 430 students district wide.

#### VIII. Action Items

A. Public Hearing for attendance on Abraham Lincoln's Birthday A motion was made by Mr. Kennedy to Open the Public Hearing for attendance on Abrahma Lincoln's Birthday. The motion was seconded by Dr. Huntington and carried. Roll call vote. Ayes: Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, Mrs. Guerrero Neumayer, and Dr. Huntington. Nays: None.

Mr. Kennedy asked for questions or comments.

No questions or comments.

A motion was made by Mr. Kennedy to close the hearing. The motion was seconded by Mrs. Stiff and carried. Roll call vote. Ayes: Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, and Mrs. Guerrero Neumayer. Nays: None.

- B. Approval of 2026-2027 SIP Program Committee Recommendation A motion was made by Mrs. Stiff to approve Approval of 2026-2027 SIP Program Committee Recommendation. The motion was seconded by Dr. Huntington and carried. Comments. Roll call vote. Ayes: Mrs. Guerrero Neumyer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn. Nays: None.
- C. Approval of 2026-2027 School Calendar A motion was made by Mrs. Lynn for the Approval of 2026-2027 School Calendar. The motion was seconded by Mrs. Guerrero Neumayer and carried. Comments. Roll call vote. Ayes: Mrs. Lynn,

Mrs. Guerrero Neymayer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, and Mr. Fitzpatrick. Nays: None.

#### D. ISBE Discipline Improvement Plan

A motion was made by Mrs. Lynn to approve the ISBE Discipline Improvement Plan as presented. The motion was seconded by Mr. Coffey and carried. Comments. Roll call vote. Ayes: Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, and Mr. Kennedy. Nays: None.

- E. Approval of the 2024-2025 Annual Financial Report
  A motion was made by Mrs. Stiff for the Approval of the 2024-2025
  Annual Financial Report as presented. The motion was seconded by
  Mr. Coffey and carried. Roll call vote. Ayes: Mr. Kennedy, Mrs.
  Lynn, Mr. Fitzpatrick, Mrs. Guerrero Neumayer, Dr. Huntington, Mr.
  Coffey, and Mrs. Stiff. Nays: None.
- F. Approval of the 2025 Tentative Tax Levy
  A motion was made by Mr. Coffey for the Approval of the 2025
  Tentative Tax Levy. The motion was seconded by Mrs. Lynn and carried. Roll call vote. Ayes: Mrs. Stiff, Mr. Kennedy, Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, and Mr. Coffey. Nays: Mr. Fitzpatrick.
- G. Resolution authorizing a supplemental tax levy to pay the principal of and interest on outstanding limited bonds of the District A motion was made by Mrs. Stiff to approve the Resolution authorizing a supplemental tax levy to pay the principal of and interest on outstanding limited bonds of the District. The motion was seconded by Mrs. Lynn and carried. Roll call vote. Ayes: Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, and Dr. Huntington. Nays: None.

#### H. Joliet Central Phase 2B Bid

A motion was made by Mrs. Lynn to approve the Joliet Central Phase 2B Bid as presented by Mr. David Norris, Gilbane. The motion was seconded by Mrs. Stiff and carried. Comments. Roll call vote. Ayes: Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, and Mrs. Guerrero Neumayer. Nays: None.

I. Joliet Township HS 204 HVAC Controls Bid A motion was made by Dr. Huntington to approve the Joliet Township HS 204 HVAC Controls Bid. The motion was seconded by Mrs. Lynn. Comments. Roll call vote. Ayes: Mrs. Guerrero Neumayer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, and Mrs. Lynn. Nays: None.

#### J. Disposal of Equipment

A motion was made by Mrs. Stiff to approve the Disposal of Equipment presented. The motion was seconded by Mr. Coffey and carried. Roll call vote. Ayes: Mrs. Lynn, Mrs. Guerrero Neumayer,

Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, and Mr. Fitzpatrick. Nays: None.

#### K. Donation(s)

A motion was made by Mrs. Stiff to approve the Donations presented. The motion was seconded by Mrs. Lynn and carried. Comments. Roll call vote. Ayes: Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, and Mr. Kennedy.

- L. Personnel Reports Policy 5:30; 5:180; 5:185; 5:210
  - 1. Professional Resignation Request(s)
    - a. George Hiler, Assistant Boys Wrestling, Central Campus, effective October 21, 2025
    - b. Joslyn Collins, Black Student Union, Central Campus, effective October 31, 2025
  - 2. Professional Leave of Absence Request(s)
    - a. Natalie Mander, Math Teacher, West Campus, is requesting a leave of absence effective April 14, 2026, through May 29, 2026 Medical-Maternity
    - b. Elizabeth Covelli, Science Teacher, West Campus, is requesting a leave of absence effective March 30, 2026, through May 29, 2026 Medical-Maternity
    - c. Alyssa Greenwald, English Teacher, West Campus, is requesting an extended leave of absence effective November 4, 2026, through January 5, 2026 Medical-Personal
  - 3. Professional Salary Advancement Request(s)
    - a. Jacob Niemann, Pathways Campus, from D10 to E10
  - 4. Professional Additional Assignment Request(s)
    Learning Lab- Central Campus-Effective 8/15/2025
    - Julie Nettles

Winter Credit Recovery Math – West Campus - Effective 12/22/2025

- Juan Torrez
- Mario Guzman
- Becky Vanderhyden
- Susana Vera

Winter Credit Recovery Math – Central Campus – Effective 12/22/2025

- Jacob Babich
- Mike O'Malley
- Laura Flaherty

Winter Credit Recovery – Instructional Math – Central Campus – Effective 12/22/2025

• Jaime Hennessy

Summer School Recovery – Algebra 1 – Central Campus – Effective 06/08/2026

• Juan Torrez

Summer School Recovery – Geometry - Central Campus – Effective 06/08/2026

• Michael Carnahan

Summer School Recovery – Advanced Algebra – Central Campus – Effective 06/08/2026

Patrick Higgins

Summer School Recovery – Instructional Math - Central Campus – Effective 06/08/2026

- Katie Markum (1st Semester)
- Susana Vera

Sumer School Recovery – Bilingual Math – Central Campus – Effective 06/08/2026

Laura Flaherty

Summer School Get Ahead – Geometry Honors – Central Campus – Effective 06/08/2026

• Michael O'Malley

Summer School Get Ahead – Geometry Honors – Central Campus – Effective 06/08/2026

- Misty Mullin (1st Semester)
- Joesph Tucker (2nd Semester)

Spring Credit Recovery – Math - Central Campus – Effective 06/01/2026

- Juan Torrez
- Mike O'Malley
- Patrick Higgins

Spring Credit Recovery – Math – West Campus – Effective 06/01/2026

- Israel Velazquez
- Jacob Babich
- Mal Maka
- Joseph Tucker

 $Spring\ Credit\ Recovery-Instructional\ Math-Effective\ 06/01/2026$ 

- Katie Markum Central Campus
- Rebecca Vanderhyden West Campus

Spring Credit Recovery – Bilingual Math – Effective 06/01/2026

- Gloria Vivanco Central Campus
- Laura Flaherty West Campus
- 5. Professional Extra Pay Recommendation(s) Central Campus- Athletics

- a. Alyssa Vilcek, Volunteer Cheerleading
- b. Jodi Krippel, Volunteer Girls Wrestling
- c. Don Joachim, Volunteer Basketball
- d. Marisol Onate, Assistant Badminton
- e. Lizbeth Perez, Assistant Badminton
- f. Devon Thomas, Volunteer Girls Bowling
- g. Christian Smith, Assistant Boys Wrestling
- h. Theodore Mackey, Assistant Boys Wrestling

#### West Campus- Athletics

- a. Laura Flaherty, Assistant Boys Tennis
- b. Savannah Fierke, Assistant Softball
- c. Nicole Gawlik, Assistant Competition Cheer

## Campus Level, Fine Arts & School Related

#### Central Campus

- a. Julie Nettles, Learning Lab Support Teacher
- b. Veryl Boykin, Black Student Union
- c. Rodney Coatney, Black Student Union

#### West Campus

- a. Joe Cruz, FBLA(CTSO)
- b. Andrew Smothers, FBLA (CTSO)
- c. Nicole Gubbins, Assistant Robotics
- d. Jaime Spradau, Mu Alpha Theta
- 6. Classified Resignation Request(s)
  - a. Jeffrey Minott, Building and Grounds Supervisor, Administration, West Campus effective October 28,2025
- 7. Classified Leave of Absence Request(s)
  - a. Angelica Urbina, Bus Driver, Transportation, is requesting a leave of absence effective October 21, 2025, through December 2, 2025 Medical- Personal
  - b. Lisa Murray, Instructional Paraprofessional, Central Campus, is requesting an intermitted leave of absence effective October 13, 2025, through January 5, 2026 Medical- Personal
  - c. Pamela Terry, Instructional Paraprofessional, Central Campus, is requesting an intermitted leave of absence effective September 11, 2025, through September 11, 2026 Medical- Family
  - d. John Greenidge, Security, Central Campus, is requesting a leave of absence effective October 27, 2025, through December 5, 2025 Medical- Personal

- e. Daniel Kelly, Security, West Campus, is requesting a leave of absence effective October 31, 2025, through November 15, 2025 Medical- Personal
- f. Kristy Maberry, Security, West Campus, is requesting a leave of absence effective October 28, 2025, through TBD Medical- Personal
- g. Monica Sutter, Security, West Campus, is requesting a leave of absence effective October 31, 2025, through TBD Medical- Personal
- h. Jashon Foster, Security, West Campus, is requesting a leave of absence effective October 28, 2025, through November 12, 2025 Medical- Personal
- i. Ernesto Grimaldo, Bus Driver, Transportation, is requesting a leave of absence effective November 13, 2025, through January 7, 2026 Medical- Personal
- 8. Classified Change of Status Recommendation(s)
  - a. Andrew Kochel, Data Analyst, Technology, District to IT Systems & Data Administrator, Technology, District, annuary salary \$70,000 effective November 19, 2025; due to the resignation of Eric Nunez
- 9. Classified Employment Recommendation(s)
  - a. Don Joachim, Security, Central Campus, Step 7 \$17.87 per hour effective November 19, 2025
  - b. Eder Silva, Security, West Campus, Step 4 \$16.66 per hour effective November 19, 2025
  - c. Steven Carter, Security, Central Campus, Step 4 \$17.00 per hour effective November 19,2025
  - d. Anna Marie Sterioti, Part Time Service Worker, Cafeteria, West Campus, Step 8 \$ 17.38 per hour effective November 19, 2025.
  - e. Suzanne Arcand, Bus Driver, Transportation, District, Step 1 \$ 21.72 per hour effective November 19,2025
  - f. Kenya Edwards, Bus Driver, Transportation, District, Step 2 \$ 21.99 per hour effective November 19,2025
  - g. Alisa Holman, Part Time Bus Aide, Transportation, District, Step 1 \$ 20.78 per hour effective November 19,2025
  - h. Jennifer Spiva, Part time Bus Aide, Transportation, District, Step 1 \$ 20.78 per hour effective November 19,2025
  - Annie Anderson, Part time Bus Aide, Transportation,
     District, Step 1 \$ 20.78 per hour effective November 19,
     2025

- j. Kenneth Edwards, Custodian Watchman, Building and Grounds, Central Campus, Step 1 \$18.45 per hour effective November 19, 2025
- k. Tracy Smith, Benefits Coordinator, District, annuary salary \$71,000 effective December 1, 2025; due to the retirement of Nancy Tutko-Mangun
- 10. Classified Termination Request(s)
  - a. Annette Vitale, Head Cook, Cafeteria, Central Campus, effective October 31,2025

A motion was made by Mr. Kennedy to approve Personnel Reports L 1-10 with striking B9. The motion was seconded by Dr. Huntington and carried. Roll call vote. Ayes: Mr. Kennedy, Mrs. Lynn, Mr. Fitzpatrick, Mrs. Guerrero Neumayer, Dr. Huntington, Mr. Coffey, and Mrs. Stiff. Nays: None.

M. Student Discipline Recommendation(s) – Policy 7:190

xxx began by saying, "after receiving and deliberating the information contained in the hearing officer's report, the Board of Education is charged with deciding:

- 1. Whether removing the child from his or her learning environment is in the best interest of the school;
- 2. What the rationale is for the specific duration of the recommended expulsion;
- 3. Whether all appropriate and available behavioral and disciplinary interventions were exhausted; and
- 4. Whether the continued presence in school would either; (a) pose a threat to the safety of other students, staff, or members of the school community, or (b) substantially disrupt, impede, or interfere with the operation of the school.

The Board of Education must then convene into public session to formally vote on the motion to expel, if the expulsion is the consensus arrived at during executive session."

A motion was made by Mr. Coffey that Student C252603 be expelled from all District 204 programs until January 2027. The Board of Education then stayed the expulsion so Student C252603 may continue their education through Lincoln School for the duration of the recommended expulsion. Student C252603 may reenroll at Joliet Township High School District 204 in January 2027. The motion was

seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Mrs. Stiff, Mr. Kennedy, Mrs. Lynn, Mr. Fitzpatrick, Mrs. Guerrero Neumayer, Dr. Huntington, and Mr. Coffey. Nays: None.

A motion was made by Mr. Coffey that Student W252604 be expelled from all District 204 programs until June 2027. The Board of Education then stayed the expulsion so Student W252604 may continue their education through Lincoln School for the duration of the recommended expulsion. Student W252604 may reenroll at Joliet Township High School District 204 in June 2027. The motion was seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mrs. Lynn, Mr. Fitzpatrick, Mrs. Guerrero Neumayer, and Dr. Huntington. Nays: None.

A motion was made by Mr. Coffey that Student W252605 be expelled from all District 204 programs until January 2027. The Board of Education then stayed the expulsion so Student W252605 may continue their education through Lincoln School for the duration of the recommended expulsion. Student W252605 may reenroll at Joliet Township High School District 204 in January 2027. The motion was seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mrs. Lynn, Mr. Fitzpatrick, and Mrs. Guerrero Neumayer. Nays: None.

A motion was made by Mr. Coffey that Student C252606 be expelled from all District 204 programs until June 2027. The Board of Education then stayed the expulsion so Student C252606 may continue their education through Lincoln School for the duration of the recommended expulsion. Student C252606 may reenroll at Joliet Township High School District 204 in June 2027. The motion was seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Mrs. Guerrero Neumayer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mrs. Lynn, and Mr. Fitzpatrick. Nays: None.

A motion was made by Mr. Coffey that Student C252607 be expelled from all District 204 programs until June 2027. The Board of Education then stayed the expulsion so Student C252607 may continue their education through Lincoln School for the duration of the recommended expulsion. Student C252607 may reenroll at Joliet Township High School District 204 in June 2027. The motion was seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, Mr. Coffey, Mrs. Stiff, Mr. Kennedy, and Mr. Fitzpatrick. Nays: None.

A motion was made by Mr. Coffey that Student W252608S be expelled from all District 204 programs until June 2027, with

placement to be determined by the IEP team. Student W252608S may reenroll at Joliet Township High School District 204 in June 2027. The motion was seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, Dr. Huntington, and Mr. Coffey. Nays: None.

A motion was made by Mr. Coffey that Student C252609 be expelled from all District 204 programs until June 2027. The Board of Education then stayed the expulsion so Student C252609 may continue their education through Lincoln School for the duration of the recommended expulsion. Student C252609 may reenroll at Joliet Township High School District 204 in June 2027. The motion was seconded by Mr. Kennedy and carried. Roll call vote: Ayes: Mr. Coffey, Mrs. Stiff, Mr. Kennedy, Mr. Fitzpatrick, Mrs. Lynn, Mrs. Guerrero Neumayer, and Dr. Huntington. Nays: None.

#### IX. Unfinished Business

Dr. Huntington read a statement to the Board of Education regarding a letter that was sent to the JTHS Administrators.

#### X. New Business

No New Business.

#### XI. Board Reports

Mrs. Stiff shared that she appreciated the opportunity participating in the teacher negotiations.

Dr. Huntington shared that she attended the Joliet West fall play and the Joliet West girls' volleyball game.

Mrs. Guerrero Neumayer congratulated volleyball students on their acceptance of their volleyball scholarships.

Mrs. Guerrero Neumayer recognized that Dr. Guseman, Mrs. Schlishmann, Mr. Kennedy, and Mrs. Stiff will be presenting at the IASB Conference.

Mr. Kennedy recognized our staff for pitching in for meals for our students during the hardship of our community at this time.

#### XII. Announcements/Public Comment

Dr. Guseman shared that the Veterans Ceremony that was held at Joliet Central was fantastic.

Dr. Guseman shared that she had the opportunity to see Freddy the Fire Truck in action. JFD had our students at Joliet West repair the fire truck. JFD is also going to have Joliet Central Students fix repairs to Andy the Ambulance.

Dr. Guseman shared that she attended the Joliet Central ELL awards night.

Dr. Guseman shared that the Special Services Pack the House at Joliet Central on December 10<sup>th</sup> at 5:00 p.m. All are welcome to attend.

Dr. Guseman shared that Transition Center Students are working on crafts and are available to purchase.

Mrs. Stiff shared that our CEO Program is hosting Christmas at the Castle on December 12<sup>th</sup>. All are welcome to attend.

Upon a motion by Mrs. Stiff and seconded by Mrs. Lynn, the meeting was adjourned at 9:17 p.m. by unanimous consent.

Mr. Matthew Kennedy President

Mrs. Michelle Stiff, Secretary