

**BOARD OF TRUSTEES  
BERGEN COMMUNITY COLLEGE  
Tuesday, April 4, 2017  
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on **Tuesday, April 4, 2017**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Carol Otis called the meeting to order at 5:02 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Ridgewood News, and filed with the Clerk of the County of Bergen, November 4, 2016 and was amended February, 2017."

**ROLL CALL**

Present

Mr. Joseph A. Barreto  
Ms. Dorothy Blakeslee  
Mr. Gerard L. Carroll  
Mr. James Demetrakis  
Mr. Patrick J. Fletcher  
Mr. Mark Longo  
Ms. Carol Otis  
Ms. Irene Oujo  
Ms. Norah Peck  
Dr. Sheetal Ranjan  
Mr. Isaac Alejo-Reyes – Alumni Trustee

Also Present

Dr. B. Kaye Walter, President  
Ms. Judy A. Verrone, Esq.

**PLEDGE OF ALLEGIANCE**

Chairperson Carol Otis led those present in the Pledge of Allegiance to the Flag of the United States of America.

**VICE-CHAIRMAN'S REPORT**

No report from Vice-Chairman Patrick J. Fletcher.

**SECRETARY**

Secretary Gerard L. Carroll recommended approval of the minutes of March 7, 2017 and the Consent Agenda – April 4, 2017.

**Treasurer's Report – Audit and Finance Committee/Legal**

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met on March 16, 2017, and recommends approval of resolutions A/F 1 to A/F 16.

## Board of Trustees Minutes

April 4, 2017

Page 2

### President's Report

President Walter congratulated Bergen Community College Phi Theta Kappa students who were honored by Coca-Cola Scholars:

Nikita Gyawali  
Sarah Hwang  
Daniela Liberato  
Dimitri Papavasilliou

Mr. Larry Hlavenka presented the Champions of Good Work Award to Bergen Community College for battling student hunger from the Commerce and Industry Association in New Jersey (CIANJ).

Dr. William Mullaney, Vice-President, Academic Affairs and Ms. Christine Gillespie, Dean of Continuing Education, Corporate and Public Sector Training presented "*Workforce Development at Bergen Community College.*"

Dr. Mullaney and Dean Gillespie presented the College's efforts in the area of workforce development. Dr. Mullaney attended an event hosted by the NJ Business and Industry Association, where they handed out the latest edition of their publication, New Jersey Business. The cover headline was "Training New Jersey's Workforce: Why Maintaining a Skilled Labor Force is a Team Effort." Besides the fact that Bergen Community College is mentioned, it was great to see that the state is recognizing the contributions of the county colleges in this effort and truly views us a part of the state workforce development team. Bergen Community College has always had a great reputation as strong transfer institution. Dr. Mullaney and Dean Gillespie are extremely proud when colleagues at the four-year colleges and universities inform them how much they love our students and how well they do at the university after they transfer. What sometimes get overshadowed in these success stories is the strength of our workforce development programs, which are designed to help students to go straight to work after graduating from Bergen, if they so choose. Tonight the goal is to provide board members with a brief overview of the college's programs in these areas on the credit and non-credit sides of the house and how we continually bring those sides together.

Dr. Mullaney presented plants, cookies and a variety of breads prepared by the Bergen Community College Culinary and Horticulture students to the board members.

Presentation Slides:



Christine Gillespie, Dean of Continuing Education,  
Corporate and Public Sector Training

Dr. William Mullaney, Vice President of Academic  
Affairs

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### Not Your Mother's or Father's Workforce Development

- The goal was to provide training to produce more and better-prepared workers.



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### Today's Workforce Development

- The goal is to place employees in jobs where there are career development opportunities.
- Emphasizes the value of workplace learning.



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### A.S./A.A. vs. A.A.S. vs C.O.A.

- Associate of Science (A.S.) and Associate of Arts (A.A.) degrees are designed to prepare a student for transfer to a 4-year institution to pursue their bachelor's degree.
- Certificates of Achievements (C.O.A.) 15-20 credits, all career-based classes

SUCCESS!

Associate of Applied Science (A.A.S.) degrees are more career-oriented programs which prepare students for employment.

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## Health Professions

- Dental Hygiene
- Diagnostic Medical Sonography
- Health Science
- Medical Office Assistant
- Nursing
- Paramedic Science
- Radiography
- Respiratory Care
- Veterinary Technology



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## Business Administration

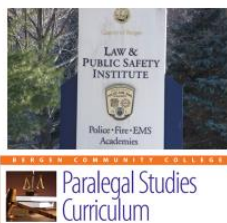


- Accounting
- Banking and Finance
- e-Business Management
- Management Information Systems
- Publishing Operations and Management
- Office Technology
- Real Estate

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## Human Services

- Correctional Studies
- Law Enforcement Studies
- Paralegal Studies



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### Career Technologies



- Electronics Technology
- Avionics
- Drafting and Design Technology
- General Engineering Technology
- Manufacturing Technology
- Horticulture
- Landscape/Design/Build

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### Hotel/Restaurant/Hospitality

- General
- Catering/ Banquet Management
- Culinary Entrepreneurship
- Event Planning and Management



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### Information Technologies/ Software Development



- Database Programming and Administration
- Networking Administration
- Web Development and Management
- Game Programming
- Game Testing

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## Visual and Performing Arts

- Computer Animation
- Graphic Design/  
Computer Graphics
- Fashion Apparel  
Design
- Music Business



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## Continuing Education & Corporate Training



- 80+ industry-relevant credentials, licenses, and certificates
- Portable and competency-based
- FY2016 served xxx companies and xxx.

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## Continuing Professional Education



- Retail, Hospitality, Events Planning
- Quality Assurance
- Advanced Manufacturing
- Drone Pilot Certification (UAV)
- Fashion Design
- Interior Design

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### Continuing Professional Education

- IT/Web/ Social Media
- Accounting/Financial Services/Banking
- Health Professions
- Sustainability
- Construction Management
- Project Management



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### Corporate Training

- Customized Training
- Advanced Manufacturing
- Financial Services
- Health Professions
- Ready to Work (\$12M)
- NJBIA Basic Skills(\$1.2M)



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### Placement



- Healthcare
- Financial Services/Accounting
- Advanced Manufacturing
- Education

**Board of Trustees Minutes**  
**April 4, 2017**  
**Page 8**



- The Health Professions Opportunity grant from the Department of Health & Human Services, Administration of Children and Families (ACF) was a \$24.6 million dollar grant that had very successful outcomes:
  - 5,139 students enrolled in over 28 credit and non-credit health professions programs
  - 3,424 students completed coursework
  - 1,836 students employed after completion
  - 1,010 students moved from unemployed to employed
  - Over \$2.1 million dollars in direct student investment

### Internships



- 85% of employers use internships to recruit
- Hands-on experience and “reality testing”
- Small businesses provide exposure to higher level decision-making

### Credentials to Credit Project

Course	Credential	Licensure/ Recognized Cred.	Credit Degree	Credit Course(s)	Number of Credits Applied
Metal Fabrication	NIMS Levels I	National Institute for Metal Working Skills	Manufacturing Technology AAS.IDT.MFG.	MFG 122; MFG 124; MFG 222; MFG 227;	14 credits
Child Development Associate	CDA	Child Development Association	Early Childhood Education AS.PS.EARLY.CHILD	EDU 101; EDU 102; EDU 120	9 credits
Certified Medical Assistant	RMA - Registered Medical Assistant	American Medical Technologists Accredited by the National Commission for Certification Commission	Health Sciences AAS.HP.HLTH.SCI	Transfer credits	30 credits



**COMMITTEES**

**AUDIT AND FINANCE**

Treasurer Dorothy Blakeslee recommended approval of Audit and Finance resolutions A/F 1 to A/F 13.

**BOARD OF SCHOOL ESTIMATE**

The Board of School Estimate will meet on April 19<sup>th</sup>, 2017, at the County Administration Building.

**EDUCATION AND STUDENT AFFAIRS**

Trustee Gerard L. Carroll recommended approval of Education and Student Affairs Resolutions E/SA 1 and E/SA 2.

**PERSONNEL**

Trustee James Demetrakis reported that the Personnel Committee met and recommends resolutions P1, P2, P3, P5, P7 to P17, with the exception of P4 and P6.

**SITE AND FACILITIES**

Trustee Demetrakis informed the board members that Site and Facilities Committee met and recommends approval of Site and Facilities resolution S/F 1.

**Alumni Trustee**

Isaac Alejo-Reyes extended an invitation to the board members to attend the Student Government Association panel discussion for election of new officers. This will be held April 24 to April 28, 2017.

Mr. Alejo-Reyes attended the Phi Theta Kappa Induction Ceremony which included approximately 300 Bergen Community College students.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS/OPEN TO THE PUBLIC**

Mr. Barry Freeman, Professor of Marketing and Personal Finance, voiced concerns about the number of tenure track faculty hired over the past few years.

**ADOPTION OF MINUTES**

Chairperson Otis requested a motion to approve the minutes as submitted of March 7, 2017. Secretary Gerard L. Carroll approved the minutes and the motion was seconded by Trustee Joseph Barreto. All were in agreement.

**CONSENT AGENDA**

Chairperson Otis recommended the Tuesday, April 4, 2017, Consent Agenda for approval.

***Trustee Mark Longo will abstain voting on Resolution A/F 1  
Approval of Legal Voucher – DeCotiis, FitzPatrick, Cole, and Giblin, LLP.***

**Board of Trustees Minutes**  
**April 4, 2017**  
**Page 10**

Audit and Finance 1 to 13  
Education and Student Affairs 1 and 2  
Personnel 1 to 17 with the exception of P4 and P6.  
Site and Facilities 1.

A motion for approval of the consent agenda was made by Trustee Demetrakis and seconded by Trustee Barreto. No one opposed. All were in favor.

No executive session was held.

**NEW BUSINESS/OPEN TO THE PUBLIC**

No one from the public spoke at the meeting.

Trustee Barreto thanked President Walter and Larry Hlavenka for organizing the Bergen Community College Monte Carlo event at The Venetian.

**A/F1 - Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP**

Approval is hereby granted for payment of the following legal voucher:

February 1, 2017 to February 28, 2017      DeCotiis, FitzPatrick, Cole & Giblin. LLP.      \$ 19,023.06

**A/F2 – Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs**

Approval is hereby granted for payment of the following Labor Consulting services:

February 1, 2017 to February 28, 2017      Invoice number: 49545

Cleary Giacobbe Alfieri Jacobs      \$ 1,215.00

**A/F3 To authorize the purchase through CDW Government LLC of annual Microsoft Campus agreement for volume licensing of various Microsoft software.**

Approval is hereby granted to purchase an annual Microsoft Campus Licensing agreement, for the period 4/1/17 – 3/31/18, through CDW Government LLC, at a cost of \$\$83,926.27 on NJ State Contract # 89849.

**A/F4 – To authorize the renewal of VMWare licensing with NJEDge.Net for our virtual server host machines for one year.**

Approval is hereby granted to renew the VMWare Academic Licensing Agreement for one year, June 30 2017 – June 29, 2018, in the amount of \$37,270.50. This subscription includes (2) vCenter Servers, (54) vSphere Enterprise Plus purchased through the NJEDge.Net Consortium pricing contact number 37179.0-65779.

**A/F5 – To authorize the purchase of a new Cisco 3850 switch, power supplies, and stacking cables from Continental Resources, Inc. for the L-Wing IDF (Intermediate Distribution Frame) Closet located on the first floor of the Pitkin Building.**

Approval is hereby granted to purchase a new Cisco 3850 switch, power supplies, and stacking cables from Continental Resources, Inc. at a cost of \$14,542.20 on NJ State Contract 87720 for the L-Wing IDF Closet.

**A/F6 –To authorize the purchase of a new Cisco 3850 switch and power supply from Continental Resources, Inc. for the new security camera initiative at Ciarco Learning Center.**

Approval is hereby granted to purchase a new Cisco 3850 switch and power supply from Continental Resources, Inc. at a cost of \$9,453.30 on NJ State Contract 87720 for the Ciarco Learning Center.

**A/F7 - To award Public Bid P-2233 for On-Call Chiller Repair to Trane U.S., Inc.**

Approval is hereby granted to award Public Bid P-2233 for On-Call Chiller Repair to Trane U.S., Inc. for the estimated amount of \$255, 347.00, which includes scheduled routine maintenance, for the period April 15, 2017 through April 14, 2019.

**A/F8 - To award Public Bid P-2234 for Electrical Supplies as needed for the Buildings and Grounds Department**

Approval is hereby granted to purchase various electrical supplies from Cooper Electric Supply Co. as per Public Bid P-2234, at an estimated cost of \$307,652.00, for the period April 15, 2017 through April 14, 2019.

**A/F9 - To award Public Bid P-2232 to Edart Global Trade International, Inc. dba Edart GTI, Inc., for audio and video equipment upgrades in Room A-104, the small theatre located in the Student Center.**

Approval is hereby granted to award Public Bid P-2232 Audio and Video Equipment Upgrades to Room A-104, to Edart Global Trade International, Inc. dba Edart GTI, Inc., at a cost of \$32,602.00.

**A/F10 - To purchase through Perkins Grant a Stratasys 3D Printer, software, services, and accessories from Allegheny Educational Systems. This printer will be used in Drafting & Design, Manufacturing Technology and STEM Programs and will replace an existing 3D printer which is obsolete.**

Approval is hereby granted to purchase a Stratasys F270 3D Printer with accessories, including an Educational Bundle with software, stand, start-up supplies, setup, training and 1 year warranty from Allegheny Educational Systems at a cost of \$45,080.00.

**AF11 - To authorize Ellucian to provide assistance in reformatting the ERP System for financial aid compliance for the 2017-2018 academic year set-up as required by changes in the federal and state financial aid regulations.**

Approval is hereby granted to pay Ellucian for services to the Financial Aid Department not to exceed an estimated 80 hours for a total amount of \$ 17,040.

**AF12 -To authorize the purchase from Dell Marketing L.P. of 10 additional VMWare Vsphere ESXi licenses to support servers in the Paramus Datacenter.**

Approval is hereby granted to purchase 10 VMWare Vsphere ESXi licenses with the corresponding support for a term of one year at a cost not to exceed \$23,468.10 from Dell Marketing L.P. on NJ State Contract 89850.

**AF13 - To authorize Ellucian, Inc. to provide services to perform a Colleague System Review. The System Review will look at the setup and configuration of Colleague, the college's Student Information System (SIS) to ensure it is optimized for the SQL environment. Upon Conclusion, the System Review will provide a detailed assessment report of changes, improvements, additions, modifications and repairs that are recommended for the SIS to perform optimally.**

Approval is hereby granted for Ellucian, Inc. to provide 72 hours of services to be utilized to perform a Colleague System Review. The cost of services is \$15,336. An additional Travel expense of not to exceed \$3,500 may be required in the performance of this review.

**E/SA1 –Authorize acceptance of a contract with the New Jersey Council on the Humanities (NJCH) Incubation grant program in the amount of \$5,000 for “Main Ingredients: Community Foodways and Food Culture in Hackensack,” and to authorize President B. Kaye Walter or her designee to execute required documents.**

Approval is granted for the proposed project that supports archival and oral history and documentation highlighting historical and contemporary aspects of Hackensack’s multicultural “culinary corridor” on Main Street. Approximately 100 local chefs, home cooks, food purveyors and restaurant owners will be interviewed initially. Of these, approximately twelve would be selected to participate in a series of “*Friday Night Foodways*” lecture-demonstrations focusing on food traditions that cross cultures. The program will culminate in a *Taste of Main Street Food Tour*. Plans include collaboration with the Upper Main Alliance. The project team will create a foodways and material culture exhibit and recipe book with stories, to be available at the Center and online. The grant will help spotlight the college’s hospitality program, which will be moving to the Ciarco Learning Center.

No college funds are required, however, the NJCH grant requires a match that will be comprised of in-kind costs to include facility usage fees, administrative oversight, supplies, marketing & promotion, and food costs. The Project Team will seek additional support from the Upper Main Alliance and from local restaurateurs and merchants.

**E/SA2 – Authorize submission of a proposal to the US Department of Education Math and Science Upward Bound Program in the amount of \$1,250,000.00 for a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.**

Approval is hereby granted that the proposed project intends to expand articulation agreements with and academic/career pathways from Title 1 secondary schools with which Bergen already has strong working relationships for Dual Credit and College Readiness Now initiatives. The college will deliver intrusive advisement and counseling as well as an array academic and student support services that will strengthen motivation and skills economically disadvantaged and other underrepresented students need to successfully complete high school (or its equivalency) and transition to Bergen Community College and other postsecondary education. The proposed project is similar to the previously submitted Upward Bound initiative, with a substantially heavier emphasis on mathematics and science preparation.

**P1 – Appointment: Managing Director of Financial Aid/Confidential**

Approval is hereby granted to appoin the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Frank Cuozzo	Managing Director, Financial Aid/ Financial Aid	\$105,000.00 (pro-rated)	05/01/17 – 06/30/17

**P2 - Approval of Upgrading of Existing Position – Professional**

Approval is hereby granted to approve the following position to be added to the approved position listing.  
Research Analyst

**P3 - Appointment: Professional**

Approval is hereby granted to approve the appointment of the following individual to the position indicated.

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Jesse Jacondin	Research Analyst/Institutional Research/ Institutional Effectiveness	\$52,000.00	04/05/17 – 06/30/17 (pro-rated)

**P4 - Appointment Labor Negotiator: Cleary, Giacobbe, Alfieri, Jacobs, L.L.C.**

P4 was withdrawn from the board packet.

**P5 - Appointment: Project Personnel - Grants**

Approval is hereby granted to approve the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Dennis Kruk	Director, Health Professions Center for Simulation/TAACCCT/Academic Affairs	\$70,000.00 (pro-rated)	04/24/17 – 06/30/17

**P6 – Appointment: Vice-President, Student Affairs**

P6 was withdrawn from the board packet.

**P7 - Reappointment Faculty – First Reappointment**

Approval is hereby granted to reappoint the following individuals for their first reappointment to the indicated division & rank for the period September 1, 2017 through June 30, 2018 unless otherwise noted:

**1st<sup>h</sup> REAPPOINTMENT**

<b><u>NAME</u></b>	<b><u>RANK</u></b>	<b><u>DISCIPLINE/DIVISION</u></b>
Jean Acken	Assistant Professor	Chemistry/Mathematics, Science & Technology
John Bandman	Assistant Professor	Hotel Restaurant Management/Business, Arts & Social Sciences
Mary Bays	Assistant Professor	Fashion Apparel Design/ Business, Arts & Social Sciences
Nicole Cerussi	Instructor	Nursing/Health Professions
Ara Kahyaoglu	Associate Professor	Chemistry/Mathematics, Science & Technology
Megan Mendez	Instructor	Nursing/Health Professions
Joanne Piccininni	Assistant Professor	Paramedic Science/Health Professions
Mary Senior	Associate Instructor	Surgical Technology /Health Professions
Tomer Zilkha	Associate Instructor	Hotel Restaurant Management/Business, Arts & Social Sciences

In accordance with Article XIII of the BCCFA contract

**P8 - Promotion: Faculty**

Approval is hereby granted that the individuals listed below be promoted effective September 1, 2017 to the ranks indicated with salary adjustments in accordance with the Agreement between the Board of Trustees and the BCCFA.

<b><u>Associate Professor</u></b>	<b><u>Discipline</u></b>	<b><u>Division</u></b>
Denise Avrutik	Dental Hygiene	Health Professions
Danielle Coppola-Oliveri	Wellness & Exercise Science	Health Professions
Christine Eubank (Dr.)	History	Humanities
Takvor Mutafoğlu (Dr.)	Economics	Business, Arts and Social Sciences
Yun David Wang	Computer Science	Math, Science and Technology

<b><u>Full Professor</u></b>	<b><u>Discipline</u></b>	<b><u>Division</u></b>
Mi Na Ah (Dr.)	Psychology	Business, Arts and Social Sciences
Keith Chu	History	Humanities
Kim Smokowski*	Counseling	Student Support Services
Richard Kuiters	Criminal Justice	Business, Arts and Social Sciences
Anita Verno	Information Technology	Math, Science and Technology

\*Effective July 1, 2017 (12-month employee)  
 As per the BCCFA contract

**P9 - Approve stipends for Nursing Clinical Faculty for Spring 2017 semester**

Approval is hereby granted to approve payment of stipends for the following individuals in the Nursing Clinical Faculty in the amounts indicated for the Spring 2017 semester.

<u>Name</u>	<u>Semester stipend amount</u>
<b><u>Full time</u></b> Carmen Torres*	\$3,600.00 (adjustment from previously approved P9-02/07/17)
<b><u>Adjuncts</u></b> Kenneth Brereton**	\$1,200.00
Elizabeth Vaccarino**	\$1,200.00

\* for additional ½ semester clinical

\*\* for ½ semester clinical only

Payment of Nursing Clinical Faculty stipends for the hiring and retention of skilled clinical instructors as per the negotiated agreement with the BCCFA.

**P10 - Approve: Special Purpose Leave of Absence/Faculty**

Approval is hereby granted to approve a Special Purpose Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Period</u>
Stacey Balkan	Assistant Professor/Composition & Literature/English/ Humanities/Academic Affairs	09/01/17 – 06/30/18

**P11 - Approve: Leave of Absence/Support Staff**

Approval is hereby granted to approve a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
James Stearns	Custodian/Buildings and Grounds	03/23/17 (retroactive)

**P12 - Retirement: Faculty**

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Joan Tscherne	Professor/Physical Science/Mathematics, Science & Technology/Academic Affairs	07/01/17



**P13 - Retirement: Professional**

Approval is hereby granted to approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Rita Blanco	Financial Aid Data Specialist/ Financial Aid	07/01/17
Keith Muirhead	Technical Support Specialist II/ Information Technology	07/01/17

**P14 - Retirement: Support Staff**

Approval is hereby granted to approve the amended retirement (P11B – February 7, 2017) of the following individual to change the retirement date:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
William White	Senior Custodian/Buildings and Grounds	03/01/17 (retroactive)

**P15 - Resignation: Professional**

Approval is hereby granted to approve the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Anne Mallari	Technical Support Specialist I/ Information Technology	04/14/17

**P16 - Termination: Coaching Staff**

Approval is hereby granted to terminate the following individuals from the positions indicated.

<u>Name</u>	<u>Position/Sport</u>	<u>Effective Date</u>
Mallorie Gilbride	Head Coach/Women's Softball	03/10/17 (retroactive)
Jolynn DiLenno	Assistant Coach/Women's Softball	03/10/17 (retroactive)

**P17 - WHEREAS the Bergen Community College ("College") and the Bergen Community College Administrators Association ("Administrators Association") agree to recommend the following terms for a successor collective bargaining agreement subject to Board approval.**

Approval is hereby granted to approve the Administrators Association collective bargaining agreement.

**S/F1 - To award Public Bid P-2238 to H&S Construction & Mechanical for construction of a nurse's office in Ender Hall that houses the collaborative program between Bergen Community College and Bergen County Technical High School.**

Approval is hereby granted to award public bid P-2238 Ender Hall Renovation of Nurse's Office in the amount of \$198,000.00 to H&S Construction & Mechanical.

**ADJOURNMENT**

As no further business was brought before the Board of Trustees, Chairperson Carol Otis requested a motion to adjourn the meeting at 5:53 p.m. A motion was made by Trustee Longo and seconded by Trustee Barreto. All were in favor. No one opposed.

Thank you,

Trustee, Gerard L. Carroll,  
Secretary, Board of Trustees