

SOMERSWORTH SCHOOL BOARD

January 23rd 2018

City Hall Chambers

7:00pm

- 1. CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE:** Austin called the meeting to order at 7:00pm. Upon call of the roll the following members were present: Austin, Brennan, Richardson, Cannon, Larson, Hanlon, Hiller, Yoder and McCallion. Absent: None
Austin stated that before moving ahead with the agenda there had been a request to move item 8.1 up to Item 4.3 under Announcements. There were no objections.
 - 1.1 Election of Officers:** Austin stated that under the School Board Policies, at the first meeting of the year new officers are elected on the Board. They are nominated by the board and voted in by majority vote.
 - **Chairperson:** A motion made by Hiller seconded by Hanlon to nominate Don Austin as Chairperson. VOTE: motion passed, unanimously.
 - **Vice Chairperson:** A motion made by Hanlon seconded by Larson to nominate Mark Richardson as Vice Chairperson. VOTE: motion passed, unanimously.
 - **Secretary:** A motion made by Hiller seconded by Hanlon to nominate Kelly Brennan as Secretary. VOTE: motion passes, unanimously.
- 2. Comments by Visitors:** None
- 3. CONSENT CALENDAR:**
 - 3.1 Removal of items from the consent calendar:** None
 - 3.2 Approval of Consent Calendar:** A motion made by Hiller seconded by Hanlon to approve the consent calendar as presented. VOTE: motion passed, unanimously. Approved were:
 - December 5, 2017- Minutes from Somersworth School Board Meeting Non-public
 - November 14, 2017- Minutes from the Somersworth School Board
 - Idlehurst Newsletter-December
 - Maple Wood News-December/January
 - Middle School News-December/January
 - HS/CTC News-January
 - Enrollment-December & January
- 4. ANNOUNCEMENTS:** Lori Lane stated that she will be filling in as the Interim Superintendent for the remainder of the school year. She stated that there have been lots of things happening at the schools since she has been in the position. She stated that Art students at the CTC have been working on a ceramic tile mural to be displayed in the lobby. She stated that Shane Chick who teaches the Building Trades Course and Meghan Sampson, who teaches Art dedicated tons of time on their own to make this project come to fruition. Lane stated that some of the Middle School students appeared on WMUR on Martin Luther King Day and they were part of a video production of the "I Have a Dream" speech. She stated that it takes about 5 minutes to watch and if you have a chance to see it, it is very moving. She stated that on Thursday, January 18th Idlehurst School had their annual Spelling Bee. Reilly Quist is a fourth grade student and he won the competition. She stated that when you meet him next month you will see that he is an amazing young man. She stated that Idlehurst had also hosted a Winter Carnival on Friday, January 19th. She stated that Eris Hersey said that it was amazing how many students had never been sledding. She stated that Maple Wood School is getting ready to kick off their Jump Rope for Heart Fundraiser which they do every year. She stated that it these activities that remind us why we do what we do. Austin welcomed the new board members. He stated that the Mayor would be starting up his Mayor Forums for the year. On February 17th he will hold one for Ward 1 and Larson will be invited. He stated on March 17th the forum will be for Ward 2 so Hanlon will be invited. He stated that the meetings are held on a Saturday morning and it is a chat session with coffee and donuts and refreshments. Austin stated that it is a great opportunity to hear what members of the public have to say.

4.1 Recognition of Out Going Board Members: Austin asked Ken Bolduc, outgoing School Board Member, to come to the podium. He stated that Ken Bolduc had been a familiar face in the Chambers for 20 years. He stated that he had done a lot of work on the Building, Grounds and Transportation Committee. He stated that Ken Bolduc helped ground the board when things were going awry. Austin presented Ken Bolduc with a token of the board's appreciation. Austin stated that he also wanted to recognize Dana Rivers, who served 10 years on the Board and was the Board Historian, and Joanne Pepin who had also served on the School Board for 6 years. He stated that Joanne Pepin came to the Board after retiring as a paraprofessional in the schools and was able to give the Board a perspective that they may not have had otherwise. Mayor Dana Hilliard thanked Ken Bolduc for his service to the City of Somersworth and read a proclamation declaring Thursday, January 25th Ken Bolduc Day in the City of Somersworth. He stated that Joanne Pepin was also honored and her day is Wednesday, January 24th and Dana Rivers Day is Friday, January 26th.

4.2 Farm to School Presentation: Wendy Berkeley introduced herself as the Farm to School coordinator. She stated that the centerpiece project for the Farm to School Project has been the composting. She stated that several years ago Amy LaBelle, a teacher at the Middle School had come to a Board meeting with a trash analysis. She stated that students had come up with the idea that the best thing would be to reduce waste district-wide. She stated that thanks to NH Farm to School and SYC and Maureen Jackman that they had signed a contract with Mr. Fox for the 2017-18 school year who composts not only vegetables but little bits of paper products. She stated that the mission of Farm to School is to increase school gardens and increase local food access as well as an agricultural based curriculum. She stated that one of the initiatives was district wide tastings at all schools. All 1610 students each month, plus staff got to taste a new vegetable every month. She stated that Chris Asbell came into this district with a passion for gardening and started the students at the Middle School growing and tending to their garlic gardens. She stated that the garlic is harvested and dried and sold as a raffle for Jackie Hanlon's 8th grade class trip to Philadelphia. She stated that Daryl Dunbar does maple syrup tree tapping with the students. She stated that he is one of five NH Educators to receive a grant and he will use the money to build an evaporator. She stated that they will be tapping the trees between the Middle School and Maple wood and have permission from the abutters. She stated that they are not asking for money and are funded through 2018. She stated that we have applied for a grant of \$50,000 from USDA to support staffing, programing and materials that will help fill this program. She stated that they can also get help with funding from New England Grassroots and NH Ag in the Classroom. She stated that you should go to the Bartlett Street gardens as they are spectacular in the middle of summer. She stated that some food grown is used for snacks, some gets donated to food pantries, and they have an SYC Family Meal. She stated that they are also trying to partnership with businesses and organizations in the community. She stated that there are also gardens at Idlehurst. She stated that another project was that Shane Chick transformed giant olive containers into rainwater collection barrels. She stated that the girl scouts needed a project to earn an award and their leader, Charlene DiBenedetto, who works at the Middle School contacted her. She stated that we constructed ADA Compliant garden beds on legs. She stated that the most significant project this year is the composting that has happened at the Middle School. Kylea Dodier, a 7th grader, stated that she was in the ecofriendly club last year and noticed that there had been too much waste. She stated that our group decided to start composting with Mr. Fox. She stated that it took a lot of work but we were ready to start our composting process. She stated that there have been issues but it is working out and we have had fun doing it. Berkeley stated that each day the Middle School composts 44.7 pounds of waste which is 771.5 pounds per month that is no longer going into our dumpsters and landfill. She stated that this could translate into the district saving money by needing smaller dumpsters. She stated that a dumpster costs 10 times as much as a recycling dumpster and the savings could be as much as \$13,819.00. She stated that Mr. Dinger took his 6th grade classes to the Turnkey Landfill to see where all the waste goes and also visited Mr. Fox in York where all the compost goes. Caden Cassell,

another 7th grade student, stated that every Wednesday everyone in the ecofriendly club would weigh the trash. He stated that we should continue to compost because it is good for the environment and helps save waste from the landfills. Berkeley stated that Maple Wood and Idlehurst are recycling their milk cartons. She stated that they pour the milk into a bucket for Phil Turcotte to give his pigs and the cartons are then being recycled. She stated that they have been working with New England Resource Recovery in Epsom to help us collect data and make some sense from the numbers for the students. Richardson stated that he was introduced to Chris Asbell through the garlic program. He stated that he had spent 21 years in the recycling industry. He stated that it is not waste, it is a commodity. He stated that if we can take the waste out of all of our schools we can reduce our trash fees and contracts. That savings could go to the cost of composting and then the compost can be used in the gardens that the students are maintaining.

4.3 Motion to Approve: Cooperative Field Hockey Team with St. Thomas High School: Steve Hodsdon thanked the board for moving him up on the agenda. He stated that at the end of last year he was approached by St. Thomas to see if Somersworth would be interested in forming a Cooperative program in field hockey. He stated that that in past years the number of participants in the program have declined so that we only have a JV team which is self-funded with parent volunteers coaching. He stated that as Athletic Director it is my job to provide opportunities for our students. He stated that this agreement would be for a 2-year cycle and would be a Varsity team. He stated that all practices would be at St. Thomas and we would not have to pay for a coach as they already pay for a coach. He stated that they have about 15 girls on their team and they are facing the same issues as Somersworth. We are waiting for School Board approval so we can move forward with the NHIAA. Brennan asked if with the combined numbers there would be enough for a JV team also. Hodsdon stated if there are enough they would have a JV squad. Brennan stated she is all for it. She stated that she wanted to be sure that no one was to be left on the sidelines. Hodsdon stated that with the numbers it would allow for scrimmages and would be the first time many had seen game play. Hiller asked if it was a spring or fall sport. Hodsdon stated it is a fall sport. He stated that once NHIAA approved this it would start up this fall. Larson asked if there would be a schedule posted for this combined team. Hodsdon stated it would be posted with all other sport schedules and on the SAU site. Richardson asked if the Board needed to waive the rules for a vote tonight. Austin stated yes. Richardson made a motion seconded by Hiller to waive board rules to take action on this tonight. VOTE: Motion passed, unanimously. McCallion made a motion seconded by Hiller to accept the arrangement between Somersworth High School and St. Thomas High School to have a Cooperative Field Hockey Team. VOTE: Motion passed, unanimously.

5. DISCUSSION ITEMS

5.1 SAU Team Report: Lane stated that Katie Krauss, who had been the bookkeeper at the SAU was stepping into Marie D'Agostino's place as Interim Business Administrator. She stated that she has hit the ground running as we are right in the middle of budget season. She stated that she has had some conversations with the new incoming Superintendent Bob Gadomski, whose contract has been settled. She stated that we are working on the transition over the next six months till he starts. She stated that the weather continues to present its challenges but that we continue to work with the City and Facilities Department to keep everyone safe. She stated that the State has moved to a new assessment system for grades 3-8 which will start in the spring. She stated that we use to have SBAC, the Smarter Balanced Assessment Consortium and now we have SAS, the State Assessment System in Language Arts and Math. She stated that grades 5, 8 and 11 will also be tested in Science. She stated that all testing is done online so we are preparing schedules and making sure we have computers available. Krauss stated that they have been preparing the 18-19 budget and along with that, looking at the 17-18 budget looking at all the lines to see where there may be some savings or some over spent accounts. She stated that Andy Lucier and she had met with Sarah McGraw from New England Resource Recovery. She stated that we had sent her all of our Waste Management bills and she analyzed them to see if we could save some money by having less dumpsters or perhaps smaller dumpsters. She stated that she came to the school one night

prior to the day of pickup and there were some empty dumpsters. MacDonald stated that they have been looking at improving emotional and social outcomes of preschool children. She stated that at the last professional development day she showed the documentary “Resilience” based on having an adverse childhood and its effects. She stated that there are ten different categories of how many Aces a child can have and it was found that if there were 4 or more Aces occurring in a child’s life, the more likely a child would have a learning disability or behavioral issues. Stated that what seems to be one positive outcome is to have one positive adult in the child’s life. She stated that we are working towards addressing these issues in the schools. Larson asked if all staff in all schools had a chance to see the documentary. McDonald stated it was for all special education staff from all the schools. Larson stated it is great for the staff to see the documentary but is there training for the staff to recognize these Aces. McDonald stated that last year she had shown the documentary “Paper Tigers” which showed a school in Walla Walla, Washington and when they instituted the Aces Program they saw positive results and more students graduating. Larson asked if there had been formal training on this. MacDonald stated that training takes place when she meets with the Special Education staff on a monthly basis and review what the checklist is. Larson asked if the checklist was happening in the schools right now or was this just an awareness of it. MacDonald stated that the checklist is not happening in the schools now. She stated that we are in the process of training the Special Education Staff. Hiller asked if MacDonald could provide the Board with a copy of the Aces checklist as she would be interested to see what questions are asked. MacDonald stated she would. Austin stated that over the years there has been a lot of talk about testing and preparing for the Smarter Balanced Tests and what the scores meant and now it’s being changed. He asked if the results and scores of the SAS test in any way would relate to those of Smarter Balanced. Lane stated that you could take the acronym SBAC and write in SAS and it is essentially the same. She stated that the company that designed SBAC is the same that designed SAS. She stated that the biggest change is in some of the test item types. She stated that we are happy that they have brought the Science test back and is in align with the NextGen standards. She stated that grade 11 we will still use the SAT.

5.2 Standing Committees

- **Budget & Revenue:** Austin stated that the committee has met several times and the minutes are all included in the packets. He stated that we have been talking about putting together information for the Board so we can talk about the 18-19 budget. He stated that we are also looking at the current year budget to work and try to identify if there are areas in the existing budget where we can make up some of the shortfalls. He stated that the City Council has given us until the end of April to identify line items that we may have over projected or under projected. He stated that we have committed to find as much as \$101,000.00 more than we had already found. He stated that we need to identify if what we said were cuts were actually cuts and if not we will have to figure out what happened.
- **Building, Grounds and Transportation:** Hiller stated that money had been spent to update three HVAC systems which are now up and running. She stated that we are now having trouble with an HVAC system over the High School kitchen as it was not producing heat and cracks were found in it so as a committee we recommended to spend \$40,000 to replace it. She stated that this discussion will now go to the Finance and Budget Committee. She stated that we looked over the utility data as to how we can save money on utilities. She stated that we looked at the bid from one bus company for the CTC transportation. She stated that the committee had approved the bid and the cost is lower than the current cost.
- **Curriculum & Activities:** None
- **Policy Committee:** None
- **Joint Commission of City Council and School Board:** None

5.3 City Council Update: Marty Pepin stated that the first City Council meeting of the year was on January 16th. All that was done was approval of a couple grants.

5.4 Student Representative Report: Rachel Wattimena: None

5.5 Policies 1st Reading: Hanlon made a motion seconded by Hiller that we read the Policies by title only.

VOTE: Motion passed unanimously. Hanlon stated the following policies: BEDB-Agenda Preparation and Dissemination, BEDG-Minutes, BEDG-R-Access to Minutes and Public Records Process, DIH-Fraud Prevention and Fiscal Management, EBCA-Emergency Plans, EH-Data Management, GBCD-Background Investigation and Criminal Records Check, IGE-Parental Objections to Specific Course Material, IHAK-Character/Citizenship Education, IHAM-Health Education And Exemption From Instruction, IHAM-R-Health and Sex Education Exemption: Opt-Out Form, ILD-Non-Educational Questionnaires, Surveys, and Research, IHCD-Advanced College Placement, IMDA-Patriotic Exercises, JICFA-Hazing, JICD-Student Conduct, Discipline and Due Process, JLF-Reporting Child Abuse or Neglect, KF-Use Of School Facilities/Community Center Austin stated that these policies would be put on the agenda for discussion and action at the next meeting. He stated that the highlighted parts of the policies are new items in the policy. He stated that sometimes it is the whole policy that is new. He stated that many are driven by legislative changes and some are recommended by the School Board Association.

5.6 CTC Tri-City Transportation Bid: Krauss stated that there was one bid received from First Student Bus Company. She stated that our current contract expires in June with Durham School Services. She stated that the bid is split evenly between Dover, Somersworth and Rochester. She stated that it represents a savings for next year of about \$11,000.00. Brennan asked if there were cuts in services due to the lower bid. Krauss stated that she did not think so. Motion made by Hiller seconded by Hanlon to accept the Tri-City Transportation bid. VOTE: motion passed unanimously.

5.7 SB193 Establishing Education Freedom Savings Accounts for Students: Austin stated that he had asked to have this put on the agenda. He stated that this bill is now in the House Finance Committee to see if they want to provide any funding for it. He stated that he does not care what they want to call it, a scholarship or a Freedom Savings Account, a voucher system that takes money away from Public Education and use that money to go to a non-public school is not in the interest of Public Education. He stated he fully does not support any movement to make that happen. He stated that he had it put on the agenda to make the Board aware of legislative issues that impact local education in Somersworth. He stated that it is incumbent of us to take a stand on these issues. He stated that we need to inform our local legislators of our positions. Hiller stated that perhaps we could put out a statement to our government officials and let them know that we are against SB193. Austin stated if this conversation had been in the fall it would have been an effective approach but both chambers have already approved it. He stated that other than funding it, it will happen. He stated that he thinks that the governor will sign it when it gets to his desk. He stated that we can take a stand as to how it will affect the finances here. Hiller stated that the statement could be sent to the governor as he is our only chance of it not going through. She stated that the more school boards that he hears from, perhaps he will change his mind. Hanlon stated that he had sent an email to a former mayor and representative and never heard back from him. Richardson stated that this would not be the first time that the legislature had passed a bill and not funded it. He stated that we can urge it not to be funded. Larson stated that we should write up a list of what would be impacted directly in the district if this passes. Austin asked if there was any action that the board would like to take. Hiller stated that she would like a formal statement against SB193 to be sent to the governor and the finance committee and perhaps to the newspapers as in a letter to the editor. She stated that we should include what impacts this district and the affect it will have on running a public school system. Austin stated that they would have to come up with some draft language and present it at the next meeting. Richardson asked if we know that the whole board is opposed to SB193. Hiller asked if we should vote on that fact that we will be putting out a statement. Austin stated that a vote at this time was premature and that a consensus would be appropriate. Austin stated that he believed we have a consensus.

6. ACTION ITEM

6.1 Approve 2018-19 Somersworth School Calendar: Motion made by Richardson, seconded by Hanlon to approve the 2018-19 Somersworth School Calendar. Lane stated that she has one minor change to discuss. She stated that the change involves moving the Professional Development Day in May to February. She stated that there is a large gap in time between the PD day in December and the next scheduled one in March. She stated that in May there is a lot happening with yearend activities. She stated that we have decided to move the May PD day to February next year. Hiller stated that she agrees. She stated that when she was teaching she always wondered about the May PD day as it is at the end of the year and seems like a wasted Teacher Workshop day. Lane stated that they make good use of the May PD day but could make better use of it if moved to February. VOTE: motion passed unanimously.

7. OLD BUSINESS

7.1 Vision 20/20 Committee: None

7.2 Budget: Krauss stated that there have been three special education students move in which resulted in an increase of \$94,000.00 in the budget. She stated that since this report was done we had three students that we could release funds totaling \$38,000.00. She stated that it shows how fluid the reports are. She stated that we are looking at all the lines to see where we may have some savings. She stated that knowing that we had a change in Resource Officers this year I contacted the Somersworth Police Department to find out if that resulted in a savings to us. We pay 75% of that position. With that change there is a savings of \$18,000.00. Also, Lane worked with Back Bay networks, our IT provider and they looked to see if they could lower our monthly cost and this resulted in a \$10,000.00 savings. She stated that the revenue that we received for our Career and Tech tuition was an additional \$9,000.00. She stated that our Catastrophic Aid, which is the Special Education Aid we receive we got an additional \$6,800.00. She stated that in reference to next year's budget, we are going to try to present the budget to you in a different way than in previous years. She stated that we have put together a budget binder. She stated that in the binder is a Table of Contents that has 22 sections. She stated that there are sections on Budgeted Positions, Staff Members in District, New Staff, Curriculum and Technology, Special Education, Summer School, Enrollment Projections, Federal Grants, Revenue, SAU Assessment, Benefits and a section for each of the schools. She stated that there is a lot of information and to take it home and read over prior to the meeting on Saturday morning. She stated that you need to sign out your binder at the end of the meeting. She stated that the intent is to bring this binder to every meeting. She stated that if there are updates to the budget we will remove the section and replace with the updated section. Larson stated that she hoped this was electronic as well as the hard copy. Krauss stated that right now it is all on paper. Larson asked if she could ask for it to be available electronically. She stated that it was difficult to carry around the large binders. Hiller stated that normally we get everything electronically. She stated that we are doing a "deep dive" and learning about the budget and this is all new. Hanlon stated that in the past when they got information about the budget they use to ask for paper versions so they could have it to mark up and make revisions on. Krauss stated that once the budget is finalized and approved it is electronic. Larson asked what the SAU Assessment is. Austin stated that there is a cost for running the SAU operation and is shared with Rollinsford. He stated that the SAU assessment for Somersworth is 84% and Rollinsford is 16%. Austin stated that this binder is a very different way of presenting the budget than in the past. He stated that it is much more detailed which we needed to do. He stated that at least for now the paper makes sense. Larson asked if when there are changes will we will get a new page to add to the binder. Austin stated that that was so. Hiller asked if this binder was to be kept confidential. Krauss stated that it is all public information. Brennan stated that she wanted to thank Krauss for the effort and time she had to put into putting this information together for the Board.

8. NEW BUSINESS

8.2 Committee Appointments: Austin stated that he had taken the liberty of appointing committees assuming that he would be voted in as the Chair. He stated that not only did I make the assignments but I also appointed the chairs. He stated that the committee structure is so that they will meet regularly. He stated that the committees need to meet more than they have been and they need to inter-act with each other. He stated that the committee structure is going to work harder than it has in a long time to make us a much more effective Board.

9. FUTURE MEETING DATES/SUGGESTED AGENDA ITEMS:

- January 27, 2018- Somersworth School Board Budget Workshop-Mary Lister Center,8-12 noon
- February 6, 2018- Somersworth Budget & Revenue Committee Meeting-7PM-SAU Conference Rm.
- February 13, 2018- Somersworth School Board-Final Budget Workshop-6PM-City Hall
- February 13, 2018- Somersworth School Board Meeting- 7 PM- City Hall Chambers
- February 19, 2018- Somersworth School Board Meeting- 6:30 PM- Budget Presentation, 6:45 PM Somersworth SB Hearing on Budget, 7 PM Somersworth School Board Meeting-City Hall Chambers
- Austin asked if members had items to be put on future agendas. Yoder stated that she would like to know how the district is doing complying with Erin's Law which has to do with Sexual Abuse Prevention. Hanlon stated that in the past the Middle School has presented data from a survey about Culture and Climate. He stated that he would like to see that for all of the buildings. Hiller stated she would like an update on the Community Service that students need to do. Austin stated that this is being worked on in the Curriculum and Activities Committee. Larson stated that she would like to see more about technology and the SAU calendar to be discussed.

10. CLOSING COMMENTS

10.1 Visitors: Ken Bolduc thanked Don Austin, the Board and the Mayor for his recognition. He stated that the Board all had an important job to do. He stated that a lot of time is spent on budget and that the expenditure part is the easy part and the revenue part is the hard part, as we saw last year. He stated that we got stung for \$600,000.00. He stated not to think that the State is putting money in your pocket because costs are downshifted to us. He stated that with the tax cap funds are split between the school and city. He stated that we were lucky with the building aid because we built the Idlehurst School. He stated that we were the last district to get building aid. He stated that the voucher system is taking money out of our pocket. He stated that the new Commissioner of Education sat across from me when he visited here and I asked him how this would affect us. He stated that every student who gets a voucher to go someplace else...we lose that student and we lose \$3600.00. He stated that they will give a voucher for \$1600.00. He stated that there is \$2000.00 difference in this. He stated that anything that has SB193 in it is it not good. He stated that he does not know if any other private school will provide physical therapy or special education. He stated that we have to provide the transportation. He stated congratulations to the new members and told them to remember that you have to do the best for the students in the Somersworth Schools. He stated that anything that will interfere with that needs to be opposed.

10.2 Board Members: Hanlon stated he wanted to thank Ken, Joanne and Dana for their years of service and welcome the new members. Richardson stated that he wanted to thank Ken Bolduc for the trip down memory lane. He stated that his is a tough job and that's why he came back. Yoder thanked Ken, Dana and Joanne and welcomed Mark, Maggie and Gerri. She stated a thank you to the Farm to School Group. McCallion stated that Ken is not far from him. It is crucial that we still talk. Austin stated that he had the honor to represent the board at the School Board Delegate Assembly and I turned over my tenure as the President of the Association. He stated that it has been a 2-year journey and had opened his eyes to the work that is being done around the state, good and bad. He stated that when I compare the work we are doing to other Boards around the state, we are doing a great job.

11. NON-PUBLIC: A motion made by Hanlon seconded by Yoder to exit into nonpublic session in accordance with Chapter 91-A: 3 II (b) Personnel and (e) Negotiations. VOTE: motion passed, unanimously. Exited into nonpublic session at 8:55 pm. A motion made by Brennan seconded by Yoder to exit out of nonpublic session. VOTE: motion passed, unanimously. Exited out of nonpublic at 10:00 pm.

A motion made by Brennan seconded by Hanlon to accept the nomination of Teresa Cleary. VOTE: motion passed, unanimously.

12. ADJOURNMENT: A motion made by Brennan seconded by Hiller to adjourn. VOTE: motion passed, unanimously. The meeting adjourned at 10:02 pm.

Melinda Sullivan
Board Secretary

Pending Board Approval