

**ALBION CENTRAL SCHOOL DISTRICT
ALBION, NEW YORK 14411
AUGUST 05, 2019 SUMMARY
OF THE REGULAR BOARD OF EDUCATION MEETING**

MEETING CALL TO ORDER

Board president, Mrs. Kathy Harling, called the meeting to order at 7:00 pm.

A. Administering of Oaths

Mr. Vallese administered the oath to Mrs. Riley and Mr. Boose and obtained signatures from both.

PLEDGE TO THE FLAG

1. APPROVAL OF AGENDA

BOARD APPROVED

Mrs. Kathy Harling, Board President indicated that she wanted to make a statement prior to Public Forum. She thanked Mrs. Margy Brown for her eight years of service as the Board President; recognized Mr. David Sidari for his service to the Board and shared that she looked forward to working with them. Mrs. Harling welcomed the two newest Board members and shared that it was nice to have a full table again.

Mrs. Harling stated that moving forward, there would no longer be swearing, yelling or derogatory statements made during Public Forum. The Board will listen when an issue is brought to them and will work to provide a response although it may take time to investigate and respond.

PUBLIC FORUM

Mr. Kevin Doherty introduced himself as a graduate of Albion, a former employee and Board member, parent and grandfather. He indicated that with the gravity of the July Agenda and Reorganization meeting, he felt it was best not to comment. It was hard to believe that the Board Goals were scheduled with only six members present setting goals. He indicated the Board had an inadequate priority setting. During the 2018-19 school year the District did not pursue free breakfast and lunch for all students providing an opportunity for all kids to have two balanced meals. Mr. Doherty indicated that the Hub had provided information for various districts that followed through and provided these meals to their students. He indicated that there is no-one with any credibility and that there is a lack of vision and technology in the District. Mr. Doherty further indicated that Albion Central

School had totally ignored applying for funding for technology. Neighboring districts applied and are installing while Albion has not applied. Mr. Doherty indicated that Mr. Vanacore would be speaking later in the meeting about technology and would offer more information on the status of the District. He stated that Albion had missed a piece of a two billion dollar pie, that this was a priority failure of the Board and that it was time to step up to the job and get to work.

Mrs. Elizabeth Albanese introduced herself and shared with the Board that she has a talented, athletic daughter in eighth grade who was not pulled up to JV. Mrs. Albanese learned of the placement of a seventh grade student who was brought up to JV. She indicated that she had spoken with Mr. Adam Krenning and he told her that the system seems to be broken and needs to be fixed. There is unfairness in JV sports and try-outs. She questioned how students are chosen for JV sports. Mrs. Albanese is upset, feels it is not fair and it is an issue that needs to be resolved. She shared with the Board that she has a meeting with Mr. Krenning on Wednesday.

Mrs. Margy Brown asked Mrs. Albanese for clarification that she had indicated a seventh grade student was brought up to JV and Mrs. Albanese responded yes to Mrs. Brown's question.

Mrs. Kathy Harling thanked Mr. Doherty and Mrs. Albanese and indicated to them that the Board would look into their concerns.

2. APPROVAL OF BUSINESS ITEMS

- A. Minutes of July 08, 2019 Reorganizational Meeting
Minutes of July 08, 2019 Regular Board Meeting
- B. Treasurer's Report June 2019 (Prior Year End/Pre-Audit)
- C. Extra-Classroom Activity Fund Report for June 2019
Extra-Classroom Activity Fund Audit Report for June 2019
Extra-Classroom Annual Financial Statement 2018-2019
- D. CSE & CPSE Recommendations
- E. Committee on Special Education Referral Information
- F. Fundraiser Requests
- G. Equipment Use Request
- H. Building Use Requests

BOARD APPROVED

3. CORRESPONDENCE - None

4. PRESENTATIONS

- A. Technology - Mark Vanacore

Mr. Mark Vanacore introduced himself as the Technology Coordinator for the District. Mr. Vanacore shared that he would be providing information on the state of the network, how we got there and a sense of why the decisions were made.

Mr. Vanacore shared with the Board that we need to have empowered students who have the ability to effectively use technology to solve real world situations.

The District's Infrastructure has two parts; the first part, internet to classrooms which once ran via a line from Spectrum on a 6 MB regular cable modem. This was upgraded to 1000 MB because of eventual on-line testing requirements of the state which indicated a need for increased speed. The second part of the Infrastructure, the phone system, had the server replaced in March. This covered all phones in classrooms enabling direct contact with teachers by voicemail so that instructional time is not interrupted.

Mr. Vanacore indicated that as data is received, there is a firewall and web filter it passes through before it reaches the classroom. With a change in the E-rate, all switch fabric was replaced due to computer-based testing requirements. The switch fabric was replaced with faster switches. 10GB capable infrastructure will be completed by the end of the school year. Mr. Vanacore explained that in each building there are four wiring closets. The copper in the current lines is all original; the ends have been replaced but not the copper. This provides WiFi, security cameras and classroom ports. There were seven ports to each classroom but these have been expanded with eight or twenty-four port unmanaged switches. This provides the ability to have a computer lab in any room of the district. There is an extra WiFi line in each room and there are network printers around the District.

Mr. Vanacore provided Classroom Technology information indicating that there are now large interactive whiteboards or sixty inch or larger displays in each classroom. The decision for which was used in each room was dependent on what instruction is taking place in that room. Other classroom equipment includes document cameras, wireless keyboards, Mimeo Teach, desktop computers (2-12 in each classroom), chromebooks and printers. Mr. Vanacore provided information with regard to specialty hardware in the District which includes 3D printers, large format color plotters and color laser printers.

Mr. Vanacore indicated that effective administration technology provides computer access to gradebooks; PowerSchool; phone; website; data warehousing; accounting system and inventory management.

Mr. Vanacore shared that for instruction, extensive resources are provided with on-line tools such as Read 180; productivity tools such as word processors and Microsoft Office; creativity tools

such as multi-media editing; on-line reference materials such as ebook library; databases that provide teacher needed information and purchases made from these requests; encyclopedias such as World Book On-line; access to on-line testing learning such as Castle Learning, Accelerated Reader, Google Classroom and Schoology; and on-line courseware.

Mr. Vanacore also shared with the Board that there is enhanced learning offered to staff. He has provided twenty-three workshops over the summer. Beginner workshops are held on Tuesday, intermediate on Wednesday and higher level on Thursday. Three other workshops offered have been teacher led: Jessica Lang, presented on Google Suite; Megan McDonald and Cathy Hryhorenko presented on IXL and Michael Fahy presented on Google Class, a blended learning environment. All of these teacher-led workshops received great reviews by those attending.

Mr. Vanacore reviewed that to empower students through teaching, we need to teach students to look deeper, access resources; evaluate information; make use of collaborative tools and communicate the best solutions.

Miss Mary Leto shared with the Board that at their request, presentations have been held and will continue on what is taking place in the District. There will be information provided on the Digital Music Studio and Google Class information at a later date.

Mrs. Brown asked Mr. Vanacore if he saw any weaknesses, a wish list?

Mr. Vanacore indicated that the cusp of Chromebooks began with Shelly Daggs working with Calculus; Roxanne Bieler then used it with ELA students; Emily Wemmer used it with students who had not passed an English class in all of their school career and found the Chromebooks to be especially useful during a time of illness when students could communicate with her through them; and Bonnie Baldwin needed a computer lab and Mr. Vanacore provided Chromebooks which lit the flame in the middle school and created the groundswell needed to make different things happen. Mr. Vanacore indicated that there is a need to expand WiFi capacity in each classroom.

Mrs. Riley asked the percentage of teachers who have had an introduction to training. She indicated that the students will eventually outstrip the teacher. Is there a training requirement?

Miss Leto indicated that training is not mandatory; however, there are opportunities for staff to participate in workshops throughout the year. Technology is made available to our staff and many choose to incorporate it into their instruction. Technology is meant to enhance instruction, not necessarily drive it. Mandating and purchasing technology does not ensure better instruction. Teachers who are impassioned about using technology are sharing their excitement with others.

Mr. Vanacore shared an example of being in a third grade classroom asking if any student could offer assistance on a question a student posed. A student provided the answer. Students have expertise in areas they are familiar with. Mark Vanacore estimated one hundred teachers have been touched by tech instruction, one-third are already prepared and the other third is about mid-way. Mr. Vanacore advises teachers that if technology is needed, just ask and he will research the request.

Miss Leto asked Mr. Vanacore to speak to the bootcamps held.

Mr. Vanacore indicated that there are bootcamps/faculty meetings held regarding software being used; teachers helping teachers.

Mrs. Weller asked if there are any sandboxing features being used.

Mr. Vanacore responded that no, there haven't been any of those features implemented yet, that we had moved to Google for mail and it is the hope that Google will handle their own programs.

Mrs. Weller shared that she and Mr. Wadhams had attended the Summer Law Conference together. During that conference, it was advised to get off of cloud drives; that identifying information is being put out there and that it is advisable to get away from it. Additionally, she asked about third party apps and whether they are encrypted; what is happening with information sent; student data protection and spoke about recent breaches at other places and malware.

Mr. Vanacore responded that material is relatively isolated and protected by the firewall; that we don't fill every field of information; we don't use active directory - you need a physical account to log in; for critical applications, protection is needed; ClearTrack is run through BOCES, it is very tightly sealed and we have limited access; and our accounting system is isolated. There are new issues arising all the time to be worked out. There is no e-mail on Google Suite for the elementary school; it is filtered out for the middle school and in the high school it is more open. The Chromebooks are "managed" for additional security.

5. COMMITTEE REPORTS

A. Board Member Contact Information

Mrs. Kathy Harling shared with the Board that one member had requested that Board Member Contact information be shared on the district calendar and on the website. The printing deadline had already passed for inclusion on the district calendar. She shared that there is some risk in sharing this information; everything could potentially be escalated to the Board level and one member may know more than the others do. Everyone should be encouraged to follow the chain of command with all information shared. There is the benefit of transparency, open communication and everyone being accessible. Mrs. Harling asked for Board member feedback.

Mrs. Weller responded that the less shared, the better - name, e-mail, address, and phone number could be up there using school-based e-mail and not personal e-mail. She indicated that she has a Google number but she doesn't share her personal number with anyone. She supports being accessible but that personal data should be protected.

Mrs. Brown indicated she is comfortable with using the school e-mail and agrees with being accessible by e-mail. She indicated that in the past anyone wanting contact with her called Mrs. Ishmael in the District Office and she provided the information to her. She suggested that be continued.

Mrs. Weller indicated that she had researched fifty-five different districts and each had a varied amount of information on their websites.

Mrs. Harling asked if it should be uniform for all.

Mrs. Brown indicated there should be consistency.

Mrs. Harling suggested use of the school e-mail for all.

Mrs. Weller indicated that the school e-mail could be set up to automatically forward information to another e-mail account.

Mrs. Riley indicated interest in using the school e-mail and the District Office phone number for contact information.

Mr. Wadhams agreed to being accessible.

Mrs. Harling asked if the Board was in agreement that something would be on the website. She asked Mr. Bonnewell if a vote were necessary.

Mr. Bonnewell indicated no vote was necessary if agreement was reached. It was decided that each of the members' name, school e-mail and the District Office phone number would be listed for contacting the Board.

6. OLD BUSINESS

A. Board Committees for 2019-2020 School Year

A. Finance and Audit Committee (4)

1. Chantelle Sacco, Chairperson
2. Wayne Wadhams
3. Margy Brown
4. Linda Weller

B. Board of Education Liaisons for Legislative Concerns/ Orleans County School Boards Representatives (2)

1. Wayne Wadhams
2. David Sidari

C. Maintenance and Operations and Safety Committee (4)

1. Margy Brown, Chairperson
2. Linda Weller
3. Gregg Boose, Sr.
4. Elissa Nesbitt

D. Designee to Hoag Library Board (1)

1. Joyce Riley

E. Code of Conduct Committee (3)

1. Wayne Wadhams, Chairperson
2. Elissa Nesbitt
3. Joyce Riley

F. Board Process and Protocol (3)

1. David Sidari, Chairperson
2. Gregg Boose, Sr.
3. Chantelle Sacco

Mrs. Kathy Harling reviewed with the Board that she is has not placed herself on any of the Board committees although she will have an active role. She would like to be notified of all meetings and projects. Some of the committees meet regularly while others meet once annually. The Maintenance and Operations committee should reach out to administration in each of the buildings for priority items, long-term goals and address them as we go along.

Mrs. Harling additionally indicated that the Athletic Handbook had not been reviewed since 2015. She asked Mr. Wadhams, Chair of the Code of Conduct Committee, to also review the Athletic Handbook with the coaches and Athletic Director for any potential changes to be made via the Code of Conduct Committee.

B. 2019 Fall Field Experience Placement Change

A 2019 Fall Field Experience Placement Change was provided for Board Members' information.

C. Nellie Brown - September 23, 2019

Mr. Bonnewell shared with the Board that Mrs. Nellie Brown will be back in the District for her Tools for Schools review.

Mrs. Kathy Harling indicated that the Board would need to replace Marie Snyder in the Health and Safety Group. Mrs. Elissa Nesbitt has expressed an interest in being the replacement Board member for this group. The Board was asked if anyone else was interested and after no interest was expressed, they agreed that Mrs. Elissa Nesbitt would join the Health and Safety Group in Mrs. Snyder's place.

7. NEW BUSINESS

A. Personnel

Moved to Executive Session

B. 2019 Tax Warrant

The ACSD Tax Collector is hereby commanded to receive and collect from several persons named in the final tax roll as submitted by the assessors in the towns named below, the sums named in the columns thereof opposite their respective names and represented by the town wide summary listed below, within 30 days after giving notice of this tax roll and warrant as required by section 420 - 421 of the Education Law. On all taxes remaining unpaid after 30 days, you are entitled to receive and collect in addition to said taxes remaining unpaid, up to 5 cents on every dollar, as your fee for collecting the same.

You will proceed to collect such taxes in the manner provided by Article 4 of the Real Property Tax Law of the State of New York, and are hereby directed to pay over all taxes collected to the Treasurer of the Albion Central School District for the towns of Albion, Barre, Carlton, Gaines, Kendall, Murray and Ridgeway in Orleans County and the Town of Elba in Genesee County.

If any person named in such Tax rolls shall neglect or refuse to pay taxes assessed to them, or the fees for collecting the same, you are authorized to remand such payments to the respective counties for collection on the next ensuing assessment of Property Taxes including such penalty amounts prescribed herein.

TOWN	Assessed Value	School Levy	Library Levy	School Tax Rate	Library Tax Rate
ALBION	\$238,256,911	\$3,439,821.91	\$291,054.73	\$14.437449	\$1.221600
BARRE	\$97,763,848	\$1,411,477.19	\$119,429.79	\$14.437619	\$1.221615
CARLTON	\$109,067,282	\$1,574,645.20	\$133,235.99	\$14.437375	\$1.221595
GAINES	\$132,593,782	\$1,914,279.76	\$161,973.49	\$14.437176	\$1.221577
KENDALL	\$980,823	\$14,160.31	\$1,198.15	\$14.437176	\$1.221579
MURRAY	\$6,042,307	\$87,233.85	\$7,381.14	\$14.437176	\$1.221576
RIDGEWAY	\$196,164	\$3,012.82	\$254.93	\$15.358698	\$1.299585
ELBA	\$305,320	\$4,407.96	\$391.78	\$14.437176	\$1.283184
TOTALS	\$585,206,437	\$8,449,039.00	\$714,920.00		

Given under our hands this first day of August 2019.

The question of the adoption of the foregoing Tax Warrant was duly put to a vote on roll call, which resulted as follows:

Gregg Boose, Sr.	VOTING	YES
Linda Weller	VOTING	YES
David Sidari	VOTING	YES
Kathy Harling	VOTING	YES
Joyce Riley	VOTING	YES
Margy Brown	VOTING	YES
Wayne Wadhams	VOTING	YES

Elissa Nesbitt

VOTING

ABSENT

Chantelle Sacco

VOTING

ABSENT

C. Adopt Code of Conduct

BOARD APPROVED

D. Albion Central School District-Wide Safety Plan

BOARD APPROVED

E. Albion Central School District Building Emergency
Response Plans

BOARD APPROVED

F. Policy 7511 Immunization of Students - Revision

BOARD APPROVED

G. Independent Evaluator

BOARD APPROVED

H. Inactive Club Accounts

- Girls' Volleyball Club - \$29.44
- Engineering Club - \$0
- Gay-Straight Alliance Club - \$399.32

BOARD APPROVED the closure of the Girls' Volleyball Club and the Engineering Club and directed that the funds in the amount of \$29.44 remaining in the Girls' Volleyball Club account be provided to the High School Student Council; and further approved the continuation of the Gay-Straight Alliance Club for the 2019-20 school year because of interest expressed in restarting the club and if there is no activity during the 2019-20 school year, that the account be closed.

I. FFA Trip Requests

BOARD APPROVED

J. 2020 Close Up Trip Request - Washington D.C.

BOARD APPROVED

K. 2021 Spanish Club Trip Request - Panama

BOARD APPROVED

L. American School Board Journal - Subscription Renewal
BOARD APPROVED

M. Donations:

- Monetary Donation by the Class of 2019
- Golf Equipment

BOARD APPROVED

N. Volunteers

Volunteer names were submitted for Board Members' information.

8. ADMINISTRATORS' REPORTS

A. Building Principal Reports

Building Principal reports were submitted for Board Members' review.

Mrs. Brown asked that the High School Report be revisited at the next Board meeting.

B. Superintendent's Report

- o Threat Assessment
Mr. Bonnewell reviewed with the Board that the FBI agent at the Threat Assessment meeting held recently was impressed and had positive feedback for our existing practices.
- o ESSA (Every Student Succeeds Act)
Mr. Bonnewell reviewed with the Board that there had been a meeting held with all administration. Erie 1 BOCES' is the Regional Information Center where our District data is collected. A representative from the Regional Information Center met with administrators to review the data and changes in offerings to students.
- o Athletic Director
Mr. Bonnewell reviewed with the Board that he has met with the Athletic Director several times thus far.
- o Meeting with Vendor
Mr. Bonnewell reviewed with the Board that he has met with a vendor for a new potential BOCES service.
- o Interviews
Mr. Bonnewell reviewed with the Board that interviews have been held for positions being offered in Personnel. Additionally, interviews continue in filling vacancies that remain.
- o Meetings with Board President
Mr. Bonnewell reviewed with the Board that he and

Mrs. Harling met twice to review procedures. Additionally, a new Board Member orientation was held.

- o Meeting with ATA President and Vice-President
Mr. Bonnewell reviewed with the Board that he and Miss Leto had met with the ATA President, Mr. Keller and Vice-President, Mrs. Joyce Monacelli.

The ATA President had requested time for an ATA meeting on Opening Day which was granted. Additionally, the request was made to add this to the Opening Day Agenda. The Opening Day Agenda is the District's agenda for the day and Mr. Bonnewell did not feel the ATA meeting should be included on it.

The ATA President also requested numerous documents from the District for Contract negotiations.

The ATA President expressed concerns regarding sick leave. He indicated there are numerous errors with some staff having too much time and some too little; stated all errors need correction; declined to share the names of those with errors; indicated the district is responsible for keeping a tally, not the unit. Mr. Bonnewell indicated that District staff is recalculating each ATA member's leave, looking to see if there is any error.

The ATA President also expressed concern regarding the calculation of Regents Exam Results and APPR. Mr. Keller has concern over some of the students used in the APPR score, noting some students are excessively absent; some students don't sit for the exam; some students are no-shows including those who have previously passed the exam. Mr. Bonnewell noted that APPR is implemented per the negotiated and NYS approved APPR plan. All students are measured for the exam and recommendation is made for students who previously passed counting as passed.

The ATA President also suggested a Memorandum of Agreement regarding the recent teacher letter regarding sick leave. The suggested MOA would allow ATA members to use sick leave for illness of "any family member" and eliminate any current restrictions.

- o Upcoming Events
Mr. Bonnewell reviewed with the Board the following upcoming events:
 - New Teacher Orientation and Rotary Luncheon

- Community Events
 - Moody/Weis Fundraiser
 - Rotary Fishing Derby
 - Orientations
 - Grade 9 - 8/22/19 at 10:00 am
 - Kindergarten - 8/28/19 at 9:00 am
 - Grade 6 - 8/29/19 at 6:00 pm
 - District-Wide Open House - 8/28/19 from 9:00 am - Noon
 - Opening Day
 - Tuesday, 9/3/19 - staff
 - Wednesday, 9/4/19 - students
 - Class of 1969 Reunion Tour
 - Saturday, 9/7/19 - with Superintendent
 - Nellie Brown - Tools for Schools Review
 - Monday, 9/23/19
 - Professional Development Day with Eric Jensen
 - Friday, 10/11/19 - (No School for Students)
 - Homecoming
 - Monday, 9/30/19 - Saturday, 10/5/19
- o Housekeeping Details

Mr. Bonnewell reviewed with the Board that he had received a letter from the Town of Barre regarding the Windmill PILOT. He will follow up regarding the meeting Barre leaders wish to hold.

Mr. Bonnewell asked Board members if they would like an information session on accessing Board of Education materials on the ftp server; access to Google mail and alerts via the Regroup system. The Board indicated written instructions would suffice.

Mr. Bonnewell shared that Mrs. Harling is working on scheduling a Goals session with NYSSBA. She is tentatively looking at Thursday, August 29th from 5:30 pm and 9:30 pm. Board members will be informed once this has been confirmed.

Mr. Bonnewell asked the Board if they would like a Facilities tour before the next Board meeting. Last year's tour took place at 6:00 pm and concluded very tight to the time the September Board meeting began. He suggested the possibility of meeting at 5:30 pm to review individual buildings and technology in each rather than a tour of all buildings on one night. Board members were asked to consider this and it would be discussed further at the next meeting.

9. BOARD DATES

DAY	DATE	EVENT	TIME
Tuesday	September 3, 2019	Welcome Back Teachers Professional Development Day	8:00 am
Wednesday	September 4, 2019	First Day of School for Students	
Monday	September 9, 2019 (2 nd Monday)	Facilities Tour for Board of Education	6:00 pm
Monday	September 9, 2019 (2 nd Monday)	Regular Board of Education Meeting	7:00 pm
Monday	October 7, 2019	Regular Board of Education Meeting	7:00 pm
Monday	November 4, 2019	Regular Board of Education Meeting	7:00 pm

10. EXECUTIVE SESSION WITH THE SUPERINTENDENT

BOARD APPROVED

11. OPEN SESSION

BOARD APPROVED

7. NEW BUSINESS

A. Personnel

1. Resignations:

- a. Adam Krenning
Position: High School FFA Advisor
Effective: 07/11/19

2. Appointments:

- a. June Persia
Position: Monitor
Effective: 09/04/19
Civil Service Classification: Non-Competitive
Probationary Period: 09/04/19 - 09/03/20
Salary: \$11.80/hour
- b. Catherine Fox
Position: Monitor
Effective: 09/04/19
Civil Service Classification: Non-Competitive
Probationary Period: 09/04/19 - 09/03/20
Salary: \$11.80/hour
- c. Jennifer Comer
Position: Monitor
Effective: 09/04/19
Civil Service Classification: Non-Competitive
Probationary Period: 09/04/19 - 09/03/20
Salary: \$11.80/hour

f. Rachel Coolbaugh
Position: Teacher Aide
Effective: 09/03/19
Civil Service Classification: Non-Competitive
Probationary Period: 09/03/19 - 09/02/20
Salary: \$12.50/hour

3. 2019-2020 Community Schools Program Coordinator Appointment
at a rate of \$25 per hour:

a. Toni Plummer

4. 2019-2020 Community Schools Program Club/Event Advisors'
Appointments at a rate of \$25 per hour which may
include planning at \$10 per half hour:

a. Melissa Prince
b. Tammy Neal
c. Jamie Pritchard
d. Megan McDonald
e. Katie Reith
f. Kim Burrell
g. Stephanie Schepis
h. Maggie Orbaker
i. Samantha Seaman
j. Melody Vanacore
k. Kelly Kovalski
l. Cassie Schomske
m. Stephanie Simpson
n. Lisa Tucker
o. Bridgette Varin
p. Don Adams
q. Sarah Williams
r. Deanna Richardson
s. Shani Faraci
t. Robin Bower
u. Cathy Hryhorenko
v. Sue Starkweather Miller

5. 2019-2020 Extra-Curricular Appointments:

a. Paige (Levandowski) Hungerford
Position: HS FFA Advisor

b. Casey Flynn
Position: Boys' Varsity Soccer Head Coach
(Upon appointment, the Board
accepted her resignation from
the 7/8 Boys' Soccer Coach
position.)

c. Joshua Green

Position: Boys' 7/8 Soccer Coach

6. Substitutes:

Certified Substitute Teachers

- None

Non-Certified Substitute Teachers

- None

Non-Instructional: Clerical, Teacher Aide, Monitor
and Cleaner Substitutes

- Tyler Nashburn

BOARD APPROVED

12. ADJOURNMENT

BOARD APPROVED