**Regular Meeting Boone County Board of Education**

**September 12, 2019 7:30 PM**

**Ralph Rush Professional Development Center**

**99 Center Street**

**Florence, Kentucky 41042**

**I. CALL TO ORDER**

The Regular meeting of the Boone County Schools Board of Education September 12, 2019 was called to order by Chairperson Karen Byrd, at the Ralph Rush Staff Development Center.

**Attendance Taken at 7:30 PM:**

Present Board Members:

Dr. Maria Brown

Ms. Karen Byrd

Mr. Troy Fryman

Mr. Matt McIntire

Mrs. Julia Pile

Gerry Dusing attended as Board Attorney

Karen Evans, Board Secretary, recorded the minutes.

**II. NATIONAL ANTHEM**

The National Anthem was presented by students from Conner Middle School Orchestra.

**III. PLEDGE TO THE FLAG**

The Pledge to the Flag was led by students from Mann Elementary.

**IV. STUDENT BOARD MEMBER REPRESENTATIVE REPORT**

Jessica Engler gave the Student Board Member Representative report for September. Ms. Engler discussed the first meeting of the 2019-2020 school year with the Advisory Council with the theme being “we are not just an individual school we are Boone County”. The council plan work is around Student Voice, Student Choice, Social Emotional Learning and Drug-Free Clubs in each school.

**V. GOOD NEWS**

V.A. The board recognized and congratulated, Ms. Jill Rosen, Ryle High School Special Education Para Educator, as the September 2019 Break the Mold recipient.

V.B. The board recognized and congratulated Mr. Michael Johnson, Custodian at Burlington Elementary, Fred Award finalist.

V.C. The board recognized Cody Hardin, student from Conner High, and SRO Kenny Burcham recipients of the 2019 Hero Award. Ms. Sherry Walters from the Boone County Sheriffs Auxiliary and members of the Auxiliary presented Cody Hardin with a plaque for his heroic actions at the school in stopping an attempted kidnapping and potential for and intruder to enter the building.

V.D. Congratulations to the 2019 Boone County Schools Retirees.

Congratulations to the below employees for their years of service to our students:

Sally Abshire

Catherine Alig

Jo Andrew

Julie Ashley

Susan Ashworth

Alissa Ayres

Robert Barrett

Janice Bell

Doretha Branch

Michael Cady

Patricia Callen

Tim Carrier

Glenna Chamblin

Donna Coakley

Ronald Daniels

Joseph Dean

Jennifer Deaton

James Demler

Janice Deno

Cindy Densler

Mary Ellen Dicken-Donahue

David Donoghue

Mary Dreyling

Jacqueline Fortner

Randy Franzoi

Teresa Goeke

Cindy Goetz

Martha Good

Adele Gormley

Linda Gosser

Michael Grout

Barry Hahn

Minnie Hardy

Patricia Henderson

Bailey Johnson

Melodie Kerber

William Kidwell

Anna Kiesler

Pam Knapp

Vicki Kotz

Carolyn Kremer

Steve Lawton

Donna Linesch

Karen Lonkard

Delana Louden

Becki Masters

Amy Mcgee

Wayne Mcmillian

Dorothy Meyers

Dolores Moore

Patricia Mueller

Susan Naziripour

Steve Ogden

Daune Owens

Katherine Parmele

Steven Payne

Kathleen Petronio

Judith Petty

Marlene Price

William Ransom

Lisa Raterman

David Ream

Donna Redding

Patrick Roesel

Rebecca Rogers

Rose Shepard

Robin Shuttleworth

Thomas Siler

Pamela Simonson

Katherine Smith

Diane Talbert

Tina Taylor

Daniel Terlau

Anna Tracy

Charles Utz

Joel Weatherly

Glenn Wells

Rebecca Westrick

Karen Witemyre

Karla Wooten

Louanna Wyatt

Terry Wyatt

Glenda Youngman

William Zerhusen

**VI. RECOMMENDED ACTION - CONSENT AGENDA Section 1**

Dr. Randy Poe, Superintendent, recommended the board approve the Consent Agenda items A-ZZZ Section 1 and the Consent Agenda items A-C Section 2, for Board approval.

1. A motion was made by Maria Brown, seconded by Matt McIntire, to approve the consent agenda items A-ZZZ section 1 and consent agenda items A-C section 2, as presented. Karen Byrd, Maria Brown, Matt McIntire, Troy Fryman and Julia Pile voted, “aye”. MOTION: The motion passed 5-0.

**VI.A. Minutes of the regular board meeting of August 8, 2019.**

The board approved the minutes of the regular board meeting of August 8, 2019, as presented.

**VI.B. Minutes of the Public Tax Forum Special Meeting on August 29, 2019 at 7:00 pm**

The board approved the Minutes of the Public Tax Forum Special Meeting on August 29, 2019 at 7:00 pm, as presented.

**VI.C. Minutes of the Special Tax Rate Hearing Meeting on August 29, 2019 at 7:30 pm.**

The board approved the Minutes of the Special Tax Rate Hearing Meeting on August 29, 2019 at 7:30 pm , as presented.

**VI.D. Bill List**

**VI.E. Treasurer's Report** was given by Ms. Linda Schild.

**VI.F. Leaves of Absence**

The following persons submitted leave of absence requests were approved:

**Recommended by Principal/Supervisor for approval:**

Black, Celeste, Teacher @ Conner MS 9/18/2019 – 11/1/2019

Dotson, Deborah, Transportation Aide @ Transportation 8/12/2019 – 11/1/2019

Gamm, Maria, Teacher @ Collins 8/12/2019 – EOY

Gripshover, Andrea, Teacher @ Thornwilde ES 9/18/2019 – 10/31/2019

Goeke, Teresa, Bus Aide @ Transportation 8/8/2019 – 9/30/2019

Hall, Cynthia, Bus Driver @ Transportation 9/6/2019 – 10/3/2019

Hagedorn, Tamara, Para Educator @ Collins ES 8/13/2019 – 8/27/2019

Miskiewiz, Janice, Bus Driver @ Transportation 9/4/2019 – 9/20/2019

O’Daniel, Samantha, Café Worker @ Conner MS 8/14/2019 – 1/6/2020

Rice, Sarah, Teacher @ Northpointe ES 10/10/2019 – 11/22/2019

Sawyer, Donna, Café Worker @ Boone County HS 8/12/2019- 11/1/2019

Shinkle, Gretchen, Custodian @ Thornwilde 9/9/2019 – 10/8/2019

Skidmore, Jillian, Teacher @ Ballyshannon MS 9/13/2019 – 11/6/2019

Tepe, April, Speech Therapist @ Florence ES 9/27/2019 -11/29/2019

Von Wahlde, Abby, Teacher @ Ockerman MS 8/19/2019 – 08/30/2019

**Not Recommended by Principal/Supervisor for approval:**

None

**Amended Leaves:**

Offill, Melissa, Financial Secretary @ Ockerman MS 8/15/2019 – 9/23/2019

**Cancelled Leaves:**

Nunn, Kevin, Custodian @ Cooper HS 7/29/2019 – 9/10/2019

**VI.G. Memorandum of Agreement with COGMED (Business Unit) NCS Pearson, Inc. and Yealey Elementary School**

The board approved the agreement with COGMED (Business Unit) NCS Pearson, Inc. and Yealey Elementary School, as presented.

**VI.H. Memorandum of Agreement between Cooper High School and #ICANHELP**

The board approved the Agreement between Cooper High School and #ICANHELP, as presented.

**VI.I. Dual Credit Memorandum of Agreement with Kentucky State University**

The board approved the Dual Credit Memorandum of Agreement with Kentucky State University, as presented.

**VI.J. Memorandum of Agreement Between EasterSeals TriState, LLC. Cengage Learning, and Boone County Schools for Project Search**

The board approved the Memorandum of Agreement Between Easter Seals TriState, LLC, Cengage Learning, and Boone County Schools for Project Search, as presented.

**VI.K. Memorandum of Agreement Between Movin' Om, LLC and Boone County Schools**

The board approved the Memorandum of Agreement Between Movin' Om, LLC and Boone County Schools, as presented.

**VI.L. Memorandum of Agreement with Mystery Science and Florence Elementary School**

The board approved the Memorandum of Agreement with Mystery Science and Florence Elementary School, as presented.

**VI.M. Memorandum of Agreement Between Conner Middle School and Remind101**

The board approved the Memorandum of Agreement Between Conner Middle School and Remind101, as presented.

**VI.N. Memorandum of Agreement Between Renaissance and Ockerman Elementary School**

The board approved the Memorandum of Agreement Between Renaissance and Ockerman Elementary School, as presented.

**VI.O. Ryle High School Textbook Purchases**

The board approved the Ryle High School Textbook Purchases, as presented.

**VI.P. Memorandum of Understanding - Thomas More University**

The board approved the Memorandum of Understanding - Thomas More University, as presented.

**VI.Q. Executive Charter - Stephens Elementary to COSI**

The board approved the agreement of Executive Charter - Stephens Elementary to COSI, as presented.

**VI.R. Memorandum of Agreement with Bloomz, Inc and Longbranch Elementary School**

The board approved the Memorandum of Agreement with Bloomz, Inc and Longbranch Elementary School, as presented.

**VI.S. Memorandum of Agreement with Bloomz, Inc and Mann Elementary School**

The board approved the Memorandum of Agreement with Bloomz, Inc and Mann Elementary School, as presented.

**VI.T. MOU for Bosch Grant 2019-20**

The board approved the MOU for Bosch Grant 2019-20, as presented.

**VI.U. Revised BG-1 for Door Stations, BG #18-394**

The board approved the Revised BG-1 for Door Stations, BG #18-394, as presented.

**VI.V. Boone County Business Association Membership 19-20**

The board approved the Boone County Business Association Membership 19-20, as presented.

**VI.W. Erpenbeck Elementary - Contract with Schoolhouse Photos for 2019-2020 Yearbook**

The board approved the Erpenbeck Elementary - Contract with Schoolhouse Photos for 2019-2020 Yearbook, as presented.

**VI.X. Declaration as Surplus: Technology and Other Equipment**

The board approved the Declaration as Surplus: Technology and Other Equipment, as presented.

**VI.Y. Declaration of Surplus Vehicles**

The board approved the Declaration of Surplus Vehicles, as presented.

**VI.Z. Declaration as Surplus: Text Books from Conner High School**

The board approved the Declaration as Surplus: Text Books from Conner High School, as presented.

**VI.AA. Thornwilde Elementary School Chrome Book Lease**

The board approved the Thornwilde Elementary School Chrome Book Lease, as presented.

**VI.BB. Maintenance Agreement for Copier at R.A. Jones Middle School**

The board approved the Maintenance Agreement for Copier at R.A. Jones Middle School, as presented.

**VI.CC. Florence Elementary School Postage Equipment Rental Agreement**

The board approved the Florence Elementary School Postage Equipment Rental Agreement, as presented.

**VI.DD. Elevator Maintenance Agreement**

The board approved the Elevator Maintenance Agreement, as presented.

**VI.EE. Integrated Pest Management Program**

The board approved the Integrated Pest Management Program, as presented.

**VI.FF. Declaration as Surplus: Text Books from Longbranch Elementary School**

The board approved the Declaration as Surplus: Text Books from Longbranch Elementary School, as presented.

**VI.GG. District Facility Plan**

The board approved the District Facility Plan, as presented.

**VI.HH. Contract - Conner High with NKU Banner Agreement**

The board approved the Contract - Conner High with NKU Banner Agreement, as presented.

**VI.II. Ballyshannon Middle - Contract with Lifetouch for 2019-2020 Yearbook**

The board approved the Ballyshannon Middle - Contract with Lifetouch for 2019-2020 Yearbook, as presented.

**VI.JJ. Maintenance Agreement for Copier for the Building on the Maplewood Property**

The board approved the Maintenance Agreement for Copier for the Building on the Maplewood Property, as presented.

**VI.KK. Contract - Ryle High with Music Theatre International**

The board approved the Contract - Ryle High with Music Theatre International, as presented.

**VI.LL. Conner Middle School - Contract with Girls Who Code for 2019-2020 School Year**

The board approved the Conner Middle School - Contract with Girls Who Code for 2019-2020 School Year, as presented.

**VI.MM. Executive Charter for Ryle High - Keenland and Shaker Village**

The board approved the Executive Charter for Ryle High - Keenland and Shaker Village, as presented.

**VI.NN. Memorandum of Agreement Between Boone County Schools and Solution Tree, Inc.**

The board approved the Memorandum of Agreement Between Boone County Schools and Solution Tree, Inc., as presented.

**VI.OO. Memorandum of Agreement Between the Point/ARC and Boone County Schools**

The board approved the Memorandum of Agreement Between the Point/ARC and Boone County Schools, as presented.

**VI.PP. Memorandum of Understanding Between Thomas More University and Yealey Elementary School**

The board approved the Memorandum of Understanding Between Thomas More University and Yealey Elementary School, as presented.

**VI.QQ. Dual Credit Memorandum of Understanding with Thomas More University**

The board approved the Dual Credit Memorandum of Understanding with Thomas More University, as presented.

**VI.RR. Memorandum of Agreement Between Ryle High School and Turnitin, LLC**

The board approved the Memorandum of Agreement Between Ryle High School and Turnitin, LLC, as presented.

**VI.SS. Memorandum of Agreement with Xello**

The board approved the Memorandum of Agreement with Xello, as presented.

**VI.TT. Change Order #1 - Paving 2019 BP#1, BG#19-141**

The board approved the Change Order #1 - Paving 2019 BP#1, BG#19-141 at Ockerman Elementary, Florence Elementary and LSS in the total amount of #3,797.00 as presented.

**VI.UU. Change Order #1 - Paving 2019 BP#2, BG#19-141**

The board approved the Change Order #1 - Paving 2019 BP#2, BG#19-141 at Ryle, New Haven and Mann, in the total amount of $22,485.00, as presented.

**VI.VV. Change Order #1 - Paving 2019 BP#3, BG#19-141**

The board approved the Change Order #1 - Paving 2019 BP#3, BG#19-141 at Stephens, total amount of $4,650.00, as presented.

**VI.WW. Change Order #1 - Parking Lot Expansion, BG#19-140**

The board approved the Change Order #1 - Parking Lot Expansion, BG#19-140 for RA Jones, Boone Co Bus Lot and LSS in the total amount of $16,125.00, as presented.

**VI.XX. Change Order #1 - North Pointe Elementary Roof, BG#19-143**

The board approved the Change Order #1 - North Pointe Elementary Roof, BG#19-143 in the total amount of $2,176.00, as presented.

**VI.YY. Field Trips**

The board approved the Field Trips, as presented.

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| --- | --- | --- | --- |
| **School** | **Date Of Trip** | **Location** | **Reason** |
| Conner High School | 10/30-11/1/19 | Indianapolis, IN  (Bus with RCHS) | FFA National Convention & Leadership Conference |
| Longbranch Elementary School | 9/25/19 | Conner Prairie | Extension to US History |
| Longbranch Elementary School | 9/26/19 | Conner Prairie | Extension to US History |
| Cooper High School | 10/30-11/1/19 | Indianapolis, IN | FFA National Convention & Leadership Conference |
| Ryle High School | 10/30-11/1/19 | Indianapolis, IN  (Bus with RCHS) | FFA National Convention & Leadership Conference |
| Gray Middle School | 4/16-20/20 | Chicago, IL | 8th Grade Trip |
| Cooper High School | 4/24-28/20 | Disney World | Cook Around the World |
| Ryle High School | 10/9/19 | Keeneland | Science, Economics &  KY History |
| Ryle High School | 10/16/19 | Shaker Village | KY History |
| Stephens Elementary | 11/22/19 | COSI | Science & Technology |
|  |  |  |  |

All travel by commercial carrier is due to schedule/cost

**VI.ZZ. Sales Campaign Approval**

The board approved the Sales Campaign, as presented.

**VI.AAA. Memorandum of Agreement Between Bluegrass Behavior Health and the Boone County School**

The board approved the Memorandum of Agreement Between Bluegrass Behavior Health and the Boone County School, as presented.

**VI.BBB. Memorandum of Agreement Between Select Psychological Services and the Boone County Schools and Ethan Purpose**

The board approved the Memorandum of Agreement Between Select Psychological Services and the Boone County Schools and Ethan Purpose, as presented.

**VI.CCC. Memorandum of Agreement Kentucky Educational Collaborative State Agency Children (KECSAC) Fund**

The board approved the Memorandum of Agreement Kentucky Educational Collaborative State Agency Children (KECSAC) Fund, as presented.

**VI.DDD. NKCES Membership 19-20**

The board approved the NKCES Membership 19-20, as presented.

**VI.EEE. Miller Transportation - Gray Middle to Chicago, IL**

The board approved the Miller Transportation - Gray Middle to Chicago, IL, as presented.

**VI.FFF. Executive Charter - Stephens Elementary to COSI**

The board approved the Executive Charter - Stephens Elementary to COSI, as presented.

**VI.GGG. Executive Charter - Longbranch Elementary to Frankfort on 9/26/19**

The board approved the Executive Charter - Longbranch Elementary to Frankfort on 9/26/19, as presented.

**VI.HHH. Ignite Institute - Contract with Jostens for 2019-2020 Yearbook**

The board approved the Ignite Institute - Contract with Jostens for 2019-2020 Yearbook, as presented.

**VI.III. Approval of BG-5, Final Project Closeout ATC Ventilation System BG#18-177**

The board approved the BG-5, Final Project Closeout ATC Ventilation System BG#18-177, as presented.

**VI.JJJ. Revised BG-1 for Generator Work - Stephens Bus Lot and Facilities Maintenance Building BG #17-280**

The board approved the Revised BG-1 for Generator Work - Stephens Bus Lot and Facilities Maintenance Building BG #17-280, as presented.

**VI.KKK. Camp Ernst Middle - Contract with Lifetouch for 2019-2020 Yearbook**

The board approved the Camp Ernst Middle - Contract with Lifetouch for 2019-2020 Yearbook, as presented.

**VI.LLL. Goodridge Elementary - Contract with Schoolhouse Photos for 2019-2020 Yearbook**

The board approved the Goodridge Elementary - Contract with Schoolhouse Photos for 2019-2020 Yearbook, as presented.

**VI.MMM. Executive Charter - Longbranch Elementary to Conner Prairie on 9/25/19**

The board approved the Executive Charter - Longbranch Elementary to Conner Prairie on 9/25/19, as presented

**VI.NNN. New Haven Elementary - Contract with Schoolhouse Photos for 2019-2020 Yearbook**

The board approved the New Haven Elementary - Contract with Schoolhouse Photos for 2019-2020 Yearbook, as presented.

**VI.OOO. Contract - Conner High School Senior Dinner Dance on 11/2/19 at McHale's Catering/Events**

The board approved the Contract - Conner High School Senior Dinner Dance on 11/2/19 at McHale's Catering/Events, as presented.

**VI.PPP. Queen City Transportation - Cooper High School FFA National Convention & Leadership in Indianapolis, IN on October 30-November 1, 2019**

The board approved the agreement with Queen City Transportation - Cooper High School FFA National Convention & Leadership in Indianapolis, IN on October 30-November 1, 2019, as presented.

**VI.QQQ. Annual Data Security Breach Review**

The board approved the Annual Data Security Breach Review, as presented.

**VI.RRR. SLN Conference October 23-25, 2019 - Dr. Randy Poe**

The board approved the SLN Conference October 23-25, 2019 - Dr. Randy Poe, as presented.

**VI.SSS. KHSAA Contracts**

The board approved the KHSAA Contracts, as presented.

**VI.TTT. Certified Salary Schedules Modified - add 1.21 Index for 10.25 Consultants**

The board approved the modified Certified Salary Schedules - add 1.21 Index for 10.25 Consultants, as presented.

**VI.UUU. SLN Schlechty Leadership Network Membership 19-20**

The board approved the SLN Schlechty Leadership Network Membership 19-20, as presented.

**VI.VVV. 2019-2020 Salary Schedules - Correction to F.A.S.T**

The board approved the 2019-2020 Salary Schedules - Correction to F.A.S.T, as presented.

**VI.WWW. Memorandum of Agreement Between Boone County Schools and Head Start Grantee Program**

The board approved the Memorandum of Agreement Between Boone County Schools and Head Start Grantee Program, as presented.

**VI.XXX. Change Order #2 - Door Stations, BG#18-394**

The board approved the Change Order #2 - Door Stations, BG#18-394 in the total amount of $35,149.00, as presented.

**VI.YYY. Ignite Food Service Process Agreement 2019-2020**

The board approved the Ignite Food Service Process Agreement 2019-2020, as presented.

**VI.ZZZ. Revised BG-1 for Burlington Elementary School Renovations, BG#19-105**

The board approved the Revised BG-1 for Burlington Elementary School Renovations, BG#19-105, as presented.

**VII. RECOMMENDED ACTION -CONSENT AGENDA Section 2**

The board approved the Consent Agenda Section 2 A-C items in Motion 1.

**VII.A. NCERT October 2019 Executive Leadership Conference**

The board approved Dr. Randy Poe to attend the NCERT October 8-13, 2019 Executive Leadership Conference, as presented.

**VII.B. Approval to Closeout Project - BG-5 Central Office Roof and Roof Screens BG#19-142**

The board approved the Closeout Project - BG-5 Central Office Roof and Roof Screens BG#19-142, as presented.

**VII.C. Memorandum of Agreement Between Renaissance and Ockerman Elementary School myON Reader**

The board approved the Memorandum of Agreement Between Renaissance and Ockerman Elementary School myOn Reader for 2019-2020, as presented.

* Julia Pile asked if the Bosch Grant has any fees attached. Dr. Poe stated this is a three county grant with – Grant, Boone and Kenton and no fees thru the Horizon Fund to us on Bosch Grant.

**VIII. RECOMMENDED ACTION - OLD BUSINESS**

No Old Business

**IX. RECOMMENDED ACTION - NEW BUSINESS**

**IX.A. District Assurances**

Dr. Randy Poe, Superintendent, recommended the board approve the District Assurances, as presented.

1. A motion was made by Maria Brown, seconded by Julia Pile, to approve the District Assurances, as presented. Karen Byrd, Maria Brown, Matt McIntire, Troy Fryman and Julia Pile voted, “aye”. MOTION: The motion passed 5-0.

**IX.B. Working Budget for 2020 Fiscal Year**

Dr. Randy Poe, Superintendent, recommended the board approve the Working Budget for 2020 Fiscal Year, as presented.

1. A motion was made by Matt McIntire, seconded by Julia Pile, to approve the Working Budget for 2020 Fiscal year, as presented. Karen Byrd, Maria Brown, Matt McIntire, Troy Fryman and Julia Pile voted, “aye”. MOTION: The motion passed 5-0.

**X. SUPERINTENDENT'S REPORT**

* Dr. Jim Detwiler, Deputy Superintendent CAO, and Dr. Geniene Delahunty updated the board on the districts participation in the NKY International Festival for 2020.
* Mrs. Jenny Watson, LSS Assistant Superintendent, led the Board of Education through an update on the CDIP (Comprehensive District Improvement Plan) including the state identified goals, recommended objectives, and district specific strategies. The update included a monthly check- in on where the district is regarding the specific strategies and included documentation on district oversight of named strategies.
* Dr. Poe announced the following events - Ignite Institute ribbon cutting would be at 9:30 am on September 13, 2019. Thursday, Sept. 19th Board Workshop –Strategic Plan Reflection and #Boone2020 Update, 6:30 pm, Ralph Rush Professional Development Center. Monday, Sept. 23, KSBA Regional Dinner, Drees Pavilion. Board Members that may need training hours may take the 5:00 pm class. Monday, November 4th Board Workshop- Core Governance with Dr. Mike Ford, 6:30 pm, LSS Building.

**XI. INFORMATION, PROPOSALS, COMMUNICATIONS**

XI.A. Human Resource Actions

XI.B. Worker's Compensation Claims

XI.C. Overtime Report

XI.D. Construction Status Report

XI.E. Energy Management Report

XI.F. Certification for the 2019-2020 School Year Constitutionally Protected Prayer in Public Schools

XI.G. Letter Concerning Unemployment Fund Statement for 2018

XI.H. Boone County Board Procedures Update- 03.123 AP2 03.223 AP2

**XII. AUDIENCE OF CITIZENS**

The following education major students attended the meeting and introduced themselves to the board: NKU- Hale Brairs, Samantha Mink, Lauren Miller; Conner High School Duel Credit Program – Madison Bender, Lillian Ryle, Savanah Bellman, Avonia Utz, Peighton Hamilton and Taylor Roark

**XIII. CLOSED EXECUTIVE SESSION PER KRS 61.810**

**XIII.A. No closed session**

**XIV. ADJOURN**

1. A motion was made by Maria Brown, seconded by Matt McIntire, to adjourn the meeting. Karen Byrd, Maria Brown, Julia Brown, Matt McIntire and Troy Fryman voted, “aye” MOTION: The motion passed 5-0.

Meeting was adjourned at approximately 9:06 pm.

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Karen Byrd/Chairperson

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Karen Evans/Secretary