

**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304
227 NORTH FOURTH STREET, GENEVA, ILLINOIS
RECORD OF PROCEEDINGS OF A REGULAR SESSION
OF THE BOARD OF EDUCATION**

The Board of Education of Community Unit School District Number 304 met in a regular session on Monday, March 10, 2014, at 7:00 p.m. at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois.

1. CALL TO ORDER

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Pledge
- 1.4 Reminder to sign attendance sheet

The meeting was called to order at 7:00 p.m. by President Grosso.

Board members present: President Mark Grosso, Leslie Juby, David Lamb, Michael McCormick, Vice President Kelly Nowak; Policy Committee Chair Mary Stith, Finance Committee Chair Bill Wilson. Late: None. Absent: None.

The President welcomed everyone, reminded them to sign the attendance record, and led the Pledge of Allegiance.

District administrators present: Anne Giarrante, Director Student Services; Lynn Reilly, Assistant Director Student Services; Elizabeth Janowiak, Director Technology; Tom Rogers, Principal, Geneva High School; Darcy Thompson, Principal, Fabyan Elementary School; George Petmezas, Principal, Mill Creek Elementary School; Kelley Munch, Communication Coordinator; Craig Collins, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Learning & Teaching; and Dr. Kent Mutchler, Superintendent.

Others present: Lisa Yefskey (Gallagher Benefit Services), Bob McQuillan, Tom Anderson, Kevin Gannon, Kathy Spencer, Kathy Durrenberger, Mallory Nemes, Leslee Kriegel, Dianna Duddy, Elizabeth Reidl, Debbie Moore, Missy Scheid, Ken, Sheila & Anna Finch, Nicolette Polbok, Julie & Nathaniel Jesko, Tamara & Madeline Dunn, Matt & Grace Henry, Gina & Morgan Seberger, Barbara, Courtney & Brittany Reynolds, Mary Burk, Amelia Grady, Makayla Koehn, Jill McDowell, Emma Peters, Courtney Reynolds

2. PUBLIC COMMENTS

Per Board Policy 0167.3, Section C, Attendees wishing to speak at the Board meeting must register their intention to participate in the public portion(s) of the meeting upon their arrival at the meeting. Complete the form found in the Welcome to Our Meeting brochure (print legibly) and give it to the Presiding Officer or the Recording Secretary before the meeting is called to order.

None.

3. APPROVAL OF MINUTES

- 3.1 Regular Session February 24, 2014

Motion by Wilson, second by Nowak, to approve the above-listed minutes as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Motion carried unanimously.

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 4.1 Tradition of Excellence Award: Geneva High School Students
Girls Basketball, Swimming, Wrestling

The Superintendent commented that we are all very proud of our students and the staff members who work with them. The Tradition of Excellence Award is the highest award presented by the Board of Education.

The Principal thanked the Board for the opportunity to present these students in recognition of their accomplishments and he also thanked their coaches. Students recognized:

Girls Basketball – IHSA State Championship, Fourth Place

Mary Burke, Madeline Dunn, Anna Finch, Amelia Grady, Allison Henrie (Mgr.), Makayla Koehn, Grace Loberg, Michaela Lobel, Jane McCloughan, Jill McDowell, Isabella Medina, Abby Novak, Emma Peters, Courtney Reynolds, Katherine Rogers, Sidney Santos, Morgan Seberger, Cheyenne Vieau (Mgr.), Taylor Williams. Head Coach, Sarah Meadows; Assistant Coach, Lindsay Huettemann..

Swimming – State Qualifier, IHSA State Swim Meet

Nathaniel Jesko, 200-Free and 100-Back. Coach, Mary Keyzer.

Wrestling – State Qualifier, IHSA State Wrestling Meet

Mitchell Bradbury. Head Coach, Tom Chernich.

4.2 Association of School Business Officials International Meritorious Budget Award

The Superintendent reported that for the third time, the District has received the Association of School Business Officials International Meritorious Budget Award for excellence in the preparation and issuance of its school budget for Fiscal Year 2013-2014. According to ASBO International, Geneva is one of only fourteen school districts in Illinois and 130 districts internationally recognized for 2013-2014 who met the highest standards of school budgeting. The Superintendent thanked the Assistant Superintendent for Business Services, her staff, Scott Duenser, Klein, Hall & Associates, LLC, and Steve Miller, PMA Financial, for their work.

4.3 Student Services / Resource Workload Update

The Director of Students Services provided an update on the District's resource workload. Since the 2009-2010 academic year, school districts have been required by statute to adopt a workload plan to ensure that all of the services on a student's individual education plan (IEP) can be provided at the level specified. Special educators' workloads are determined by district administration on an annual basis. The four components of the workload plan taken into consideration include 1) individualized instruction; 2) consultative services and other collaborations among staff members; 3) attendance at IEP meetings and other staff conferences; and 4) case management, paperwork, and reporting. The workload plan is a fluid document and is reviewed regularly to ensure it reflects current responsibilities of special educators and instructional service needs of our students. The Resource Workload Committee reviewed research, best practices and current workload and practices, as well as special education data to determine the number of students special education teachers would serve. Student/teacher ratio and teacher caseload depends on each student's individual needs

Fourteen percent of Geneva students receive special education services. Over seventy-six percent of these students are educated in the general education classroom for eighty percent or more of their school day. Special education services provided include specific learning disability, speech and/or language; developmental delay, autism, and emotional disability. Caseload and workload are not the same. Caseload is not a head count. Caseload is a workload, which is all of the responsibilities required of special educators based upon the severity of the students' needs, as well as all necessary ancillary and support services provided at the requisite level of intensity. Workload plans are not submitted to the Illinois State Board of Education for review or approval but documentation of the workload plan must be maintained locally for review if necessary. Moving forward, the Committee will share the workload plan with all of Geneva's special education staff and a District Rtl (response to intervention) committee will be re-established.

Board discussion, comments, questions: how do we handle parent requests and reports from outside consultants, and what resources are available in district (Geneva has many resources in district available to our students); why are we seeing more students being diagnosed with more intensive and diverse needs (medical advancements have an impact and we are seeing more children with

diverse needs and more are being diagnosed with autism); what is the process for assessing and balancing the workload among the staff (the most important data is the number of students with pending case studies, the cycle is ongoing and continuous and social workers and counselors are included); 27% of students receive speech services, how do they cycle in and out (the goal is to provide the services to address their specific needs); is a 12-15 student workload manageable (that is dependent on student needs and it changes constantly); why would workloads change monthly (student needs and move-ins, which are sometimes challenging to schedule, also workloads are reviewed throughout the year).

4.4 Healthcare Reform Update, Gallagher Benefit Services, Inc., Lisa Yefskey, Senior Vice President

The Assistant Superintendent Personnel Services and Ms. Yefskey provided an overview of the provisions of the current healthcare reform legislation, fee and plan changes related to the legislation, as well as requirements for 2015 - 2016. In addition, they explained the impact of potential employer penalties, as well as the "Cadillac" tax which becomes effective in 2018. The District will need to design changes for 2014-2015 that include a review of job classifications and employee hours to determine areas of concern for managing hours; define "look back" periods and create policies for positions relative to hours worked; and implement modifications for out of pocket maximums. The District has been a member of NIHIP insurance cooperative for six years. While the law was introduced four years ago, 2014 has brought the biggest changes and challenges for employers. The out-of-pocket maximum has changed, employer penalty amounts have increased and while some items were to sunset, there is no guarantee that will be the case. Most of the plan changes haven't impacted our employees much.

The changes for out-of-pocket maximum will impact those employees who use the plan the most. The district will be required to monitor and offer coverage to any employee working 30 or more hours per week. Variable hour employees' time must be monitored to determine if they meet the criteria and if they do, they will be offered insurance. Monitoring will begin next fall and the District will try to minimize our costs and avoid penalties to the best of our ability.

Board discussion, comments, questions: is there software or technology that could be used to monitor hours (not yet, but we hope there will be within a year, it will be a challenge to monitor variable employee hours); how will we monitor the "look back" for new employees (if they meet the 30 hours criteria, we will offer coverage the next year – this is a very complex system to track); the district could have imposed a 40% penalty -the Cadillac tax- on plans that exceed the threshold, so we will need to keep costs below those thresholds, however, we don't even know if the Cadillac tax will be in place in 2018, we will monitor all plans and keep informed of changes to the act); would like to know what impact stipend positions and minimum wage will have (we'll check into it); will we have to make plan changes if the Cadillac tax is still in effect in 2018 (yes, we will be monitoring our plans over the next four years); have concerns about the potential problem of hiring and ACA and other federal mandates that might conflict.

4.5 Collaborative Teacher Project Update

The Director of Technology provided an update on this professional development program. Nine schools and ninety-eight teachers are participating in thirteen projects with over 3,000 students. Technology devices being used include 80 mini notebooks, 88 touch tablets, and 389 convertible laptops. \$375,000 was budgeted for the project. Equipment and professional support expenses were \$252,679.00 and \$46,670.70 respectively; leaving a balance of \$75,650.30. Participating staff members were surveyed and were asked to rate their professional experiences prior to CTP at mid-year, and were also asked if student learning had changed/improved as a result of district provided professional development. Students surveyed were asked if they felt their teachers were more aware of what and how they were doing in class because of technology use; if they were more engaged during class because of their technology use; and if they felt they had benefited from having their own computer to take from class-to-class. Survey feedback from the staff and students has been positive.

Continued support for CTP groups is included in the 2014-2015 Technology Plan. In June, a

comprehensive CTP report will be made to the Board of Education.

Board discussion, comments, questions: by the numbers, it appears this project is a success (yes, close to 4,000 students are impacted); it is amazing to see the progress that has been made during the past three years – and the enthusiasm, engagement, and communication skills of our students – would like to see continued support by the District; there will probably be many teachers wanting to participate and while I support it, there will be budget implications.

5. SUPERINTENDENT'S REPORT

The Superintendent reported that ISAT testing is underway for third through eighth grades; Spring Break is March 31 through April 4; and that planning for the 2014-2015 academic year has already begun and will be included during discussions at the upcoming meetings and Board retreat.

The Assistant Superintendent Learning & Teaching provided an update on the professional development opportunities available to staff members during the February 28th countywide institute day. Geneva hosted several professional development sessions for district staff and from surrounding school districts throughout Kane and DuPage counties. She thanked the Board for their support of professional development opportunities for our staff.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

6.1 FY2014 Abatement Summary & Resolutions

The President reported that the Finance Committee has been considering this issue and will draft a plan recommendation and present it to the full Board for consideration. He asked Board members who are not on the Finance Committee to provide input regarding the options and tools being considered to address the District's debt.

Discussion, comments: thanks to the Finance Committee for their time and effort – like both of the options but we need to continue to watch the line items in the budget; agree and also appreciate the work of the Finance Committee, I support using all of the tools available to us and paying down the principal, but we need to keep as much financial flexibility as possible; also appreciate the work of the Finance Committee and I want to see us continue to flatten the debt; agree, we need to flatten the debt and to save to pay off the principal.

The Superintendent/Board Secretary read the resolutions for the partial abatement of taxes for the years 2014 and 2015 and for the transfer of \$5,931,638 from the Educational Fund to the Debt Service Fund.

6.1.1 RESOLUTION providing for the partial abatement of taxes heretofore levied for the years 2014 and 2015 for the payment of principal and interest on the General Obligation School Bonds, Series 2004A, of Community Unit School District Number 304, Kane County, Illinois
Motion by Wilson, second by Stith, to adopt the resolution for the abatement of taxes, as presented. On roll call, Ayes, seven (7), Lamb, McCormick, Nowak, Stith, Wilson, Juby, Grosso. Nays, none (0). Motion carried unanimously.

6.1.2 RESOLUTION Re: the Transfer of \$5,931,638 from the Educational Fund to the Debt Service Fund Pursuant to 23 ILL ADMIN CODE 100.50
Motion by McCormick, second by Lamb, to adopt the resolution transferring funds from the Education Fund to the Debt Service Fund, as presented. On roll call, Ayes, seven (7), McCormick, Nowak, Stith, Wilson, Juby, Lamb, Grosso. Nays, none (0). Motion carried unanimously.

6.2 Annual Resolution for Dismissal: Certified Part-time Teachers

The Assistant Superintendent Personnel Services reported that in order to comply with Illinois statute and required notification timelines, the District is required to adopt a resolution authorizing the notice of non-renewal of certified teachers whose positions may not be required for the 2014-2015 academic year. Only part-time teachers are recommended for dismissal at this time. In order to ensure greater flexibility in creating a staffing plan for the 2014-2015 academic year, additional dismissal

recommendations will be brought to the Board for consideration.

Certificated Part-time Teachers Recommended for Dismissal

Callaghan, Betsy, WES, Kindergarten, .50 FTE
Clarke, Christina, GMSN, Special Education, .40 FTE
Dorsey, Elisabeth, HES, Social Worker, .80 FTE
Freedlund, Lynn, GMSS, Foreign Language/French, .40 FTE
Herrera, Nicholas, GHS, Physical Education, .50 FTE
Holstein, Kimberly, WES, Social Worker, .75 FTE
Jorgenson, Tracy, FS, Special Education, .80 FTE
Kosar, Angelina, MCS, Kindergarten, .50 FTE
Madden, Shannon, GHS, Math, .40 FTE
Miles, Sheri, HSS, Speech/Language Impairment, .70 FTE
Palazzetti, Angela, HSS, Art, .30 FTE
Pawlak, Christine, GHS, Speech/Language Impairment, .80 FTE
Pitner, Keith, HES, Music/Instrumental, .40 FTE
Rosborough, Alexandra, GHS, Guidance Counselor, .40 FTE
Sweeney, Karin, FS, Speech/Language Impairment, .80 FTE
Vargas-Herbst, Michelle, GHS, Psychologist, .60 FTE
Weeks, Carla, GMS, Home Economics, .40 FTE
Winters, Jessica, HES, Psychologist, .50 FTE
Yingst, Nicole, GMSN, Art, .30 FTE

Motion by Stith, second by Wilson, to approve the resolution for the non-renewal of part-time, certified teachers, as presented. On roll call, Ayes, seven (7), Nowak, Stith, Wilson, Juby, Lamb, McCormick, Grosso. Nays, none (0). Motion carried unanimously.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 Policy Updates 1st Reading

1240, *Evaluation of the Superintendent*, **Revised**

1530, *Administrative Evaluation Program*, **Revised**

1623, 3123, 4123, *Section 504/ADA Prohibition Against Disability Discrimination in Employment*, **New**

2260, *Nondiscrimination and Access to Equal Educational Opportunity*, **Revised**

2260.01, *Section 504/ADA Prohibition Against Discrimination Based on Disability*, **New**

5112, *Entrance Age*, **Revised**

0167.6, *Use of Personal Communication Devices*, **New**

7530.01, *Staff Use of Wireless Communication Devices*, **Revised**

5540.02, *Social Networking Website Access*, **New**

The Policy Committee Chair reported that the new and updated policies are presented for a first reading. The new policies and updates to existing policies are recommended by the District's policy consultant. The policies will be brought back to the Board for second reading/adoption at a future Board meeting. She added that she had received a question regarding the new Bylaw 0167.6 and requested that the memo provided to the Policy Committee in the February 24th BoardBook packet be shared with all Board members.

7.2 5600, *Student Discipline*, **Review** of Bullying Policy

Statute requires that the District review its bullying policy every two years and submit a copy to the Illinois State Board of Education. The policy has been reviewed by the administration and the Policy Committee and no changes were recommended. The policy will be submitted to the ISBE as required.

8. INFORMATION

8.1 FOIA Request(s)

Total # of FOIAs = 3; Total Cost = \$782.67

Brent Johnson, Illinois resident, requested the following records: "I request that a copy of all public budgetary expenditures be provided to me for each separate high school in your district as outlined on the attached Excel Spreadsheet ... Additionally, in submitting these expenditure amounts, please use only the most recent completed academic year beginning with the fall semester of 2012, and ending with the spring semester of 2013 ... Please also send electronic copies of the school district budgets from FY12 - FY14 as part of this FOIA request. I request that a copy of the school district's ISBE required report card also be sent electronically. List and briefly describe all student fees required by the school from the highest student fee to the lowest student fee (include all academic, athletic, and extracurricular fees in the same list. List the official total average cost to educate a student in the 2012-13 academic year that was listed in the school's report card as required by ISBE. Give the median certified teacher salary including benefits for the 2012-13 academic year for the entire school. Give the mean certified teacher salary including benefits for the 2012-13 academic year for the entire school. What was the total "instructional budget" of the school for the 2012-13 academic year? What was the total "operational budget" of the school for the 2012-13 academic year? What was the total "overall budget" of the school for the 2012-13 academic year?" This FOIA was received February 14, 2014, and responded to on February 27, 2014, after receiving a legal five-day extension. It took 12 District employees a total of 19 hours, 55 minutes (\$675.29) to respond to this FOIA.

Esther Castillejo of the Better Government Association requested the following records: "1) Any and all current collective bargaining agreements, including but not limited to union contracts with teachers. 2) Any and all employment/personnel agreements and contracts with current administrators, including but not limited to superintendents. 3) The most recent approved operating and capital budgets. 4) Any and all confidentiality agreements adopted, approved or signed in calendar years 2011, 2012 and 2013. (These agreements would involve any agreements governed by a confidentiality or non-disclosure clause -- and often involve personnel matters, real estate transactions and the like.) 5) Documents sufficient to show the names and corresponding job titles and salaries of any and all employees and board members as of today. (In other words, the current payroll records that include names, positions and pay. Please provide in Excel or similar format.) To be clear, we are NOT looking for a list of the highest-paid people, or just teachers and administrators. We are looking for a comprehensive list of all employees." This FOIA was received February 24, 2014, and responded to on February 27, 2014. It took three District employees a total of 3 hours, 40 minutes (\$85.24) to respond to this FOIA.

Brian Anderson, Lee's Foodservice Parts & Repairs, Inc., Addison, requested the following records: "1) Vendor/contractor information providing for the maintenance and repair of the cafeteria/foodservice equipment. 2) Vendor/contractor information providing the ware-washing, cleaning, and sanitizing products for the cafeteria/foodservice equipment. 3) If applicable, copies of the contract/s of the aforementioned services/products in items 1 & 2. 4) Person/Department whom purchases the aforementioned services/products in items 1 & 2." This FOIA, which was identified as a request for commercial purposes, was received February 24, 2014, and responded to on March 3, 2014. It took four District employees a total of 40 minutes (\$22.14) to respond to this FOIA.

8.2 Suspension Report

8.3 KC Chronicle Article 3/1/2014, *How governments manage debt*

8.4 GHS TV Production Out-of-State Trip, Orlando, FL

8.5 Coultrap Demolition Summary

No discussion.

9. CONSENT AGENDA

9.1 Monthly Financial Reports and Interfund Transfers

9.2 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

Resignations/Not Returning from Leave of Absence Certified

Kapfhamer, Cathy, HES, Grade 3, 1.0 FTE, Effective 6/5/14
Trudeau, Rawnee, HSS/WAS, Social Worker, 1.0 FTE, Effective 6/5/14
Young, Megan, GHS, Study Skills, 1.0 FTE, Effective 6/5/14

Long-term Substitutes Certified

Zrinsky, Brianna, GMSS, Band, 1.0 FTE, 3/12/14 to 6/5/14

Leave of Absence 2014-15 Certified

Calloway, Kerri, MCS, Music/Vocal, 1.0 FTE, 2014-2015, 2nd Year
Sweeny, Carolyn, GMSN, Language Arts, 1.0 FTE, 2014-2015, 2nd Year
Terry, Tiffany, GHS, Physical Education, 1.0 FTE, 2014-2015, 2nd Year

Returning from Leave of Absence 2014-2015 Certified

Algrim, Stephanie, GMSN, Science
Bain Biegalski, Cindy, FES, Grade 3
Miller, Karen, FES, Grade 4
Rollins, Kara, GMSN, Speech Language Pathologist
Steely, Katie, GHS, Social Studies

Retirement Certified

Brems, Theresa, HSS, Physical Education, 1.0 FTE, Effective 6/5/14
Carlson, Heather, HSS, Grade 3, 1.0 FTE, Effective 6/5/14
Erickson, Madonna, HSS, Grade 2, 1.0 FTE, Effective 6/5/14
Kautz, Suzanne, WAS, Music/Vocal, 1.0 FTE, Effective 6/5/14
McKechnie, Christine, GMSN, Language Arts, 1.0 FTE, Effective 6/5/14
Tesch-Golz, Frances, WAS, Library Media Specialist, 1.0 FTE, Effective 6/5/14

Long-term Substitutes Support

Hanson, Jennifer, FS, Special Education Assistant, 9 Month, 4/8/14 to 6/5/14

- 9.3 Resolution Fox Valley Career Center (FVCC) 2014-2015 Annual Joint Agreement
- 9.4 2014-2015 IHSA Membership Renewal
- 9.5 Technology Purchase: \$137,000, Heartland Business Systems, Computer Replacement
GMSN, GMSS, HES, HSS & WAS
- 9.6 2013-2014 Budget Amendment & Authorization to Establish Public Hearing Date

Discussion, comments, questions: Regarding Item 9.3, the ability to combine resources and provide programs for our students is a cost savings to the District, a great opportunity for students, and a win-win for all.

Motion by Nowak, second by Wilson, to approve Consent Agenda Items 9.1 through 9.6, as presented. On roll call, Ayes, seven (7), Stith, Wilson, Juby, Lamb, McCormick, Nowak, Grosso. Nays, none (0). Motion carried unanimously.

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

None.

11. BOARD MEMBER COMMENTS AND REPORTS

Policy Committee, Finance Committee, Boundary Task Force, Communications Task Force, Facilities Task Force, Joint PTO, Geneva Academic Foundation, Geneva All-Sports Boosters, Geneva Music Boosters, Geneva High School Theater Boosters, GEARS, K-12 Discipline Committee, Geneva Coalition for Youth, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board, REMS Grant Advisory Board

Board members reported they had attended an elementary orchestra concert, the Geneva Middle School South production of *Oklahoma*, a fun fair, the high school career fair, and the Geneva Academic Foundation bowling fundraiser. Board and community members were encouraged to attend the Geneva Middle School North's production of *Guys and Dolls* March 14-15, the March 18th GEARS meeting about Common Core, the high school production of *Jekyll & Hyde* March 20-22, the Sports Boosters' March 22 Shamrock Shootout, and the April 23 STEM career expo at FermiLab.

12. NOTICES / ANNOUNCEMENTS

None.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]

The Board President reported that in addition to collective negotiating matters the Board also needed to discuss in executive session matters pertaining to THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY [5 ILCS 120/2(c)(1); AND PENDING LITIGATION [5 ILCS 120/2(c)(11)]

At 9:05 p.m., motion by Juby, second by Wilson, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives, the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, and pending litigation. On roll call, Ayes, seven (7), Wilson, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Motion carried unanimously.

At 9:12 p.m., following a break for the Board to relocate to the Williamsburg conference room, the Board moved into executive session.

At 9:40 p.m., motion by Stith, second by Juby, and with unanimous consent the Board returned to open session and returned to the Williamsburg auditorium.

14. ADJOURNMENT

At 9:45 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED _____

PRESIDENT

SECRETARY _____

RECORDING
SECRETARY