

CULPEPER COUNTY SCHOOL BOARD
Minutes
March 10, 2014

A meeting of the School Board of Culpeper County was held March 10, 2014 at the Board of Supervisors Meeting Room at 302 N. Main Street, Culpeper, VA. Present were Robert Beard (East Fairfax District); Robert A. Houck (West Fairfax District); Elizabeth Hutchins (Stevensburg District); Russell E. Jenkins (Catalpa District); Anne C. Luckinbill (Salem District); Michelle North (Jefferson District); Elizabeth “Betsy” Smith (Cedar Mountain District); Superintendent Dr. Bobbi Johnson, Executive Director of Student Services Dr. Russell Houck, Executive Director of Curriculum, Instruction and Technology Rob Hauman, Executive Director of Finance/Clerk Jeff Shomo and Deputy Clerk Pearl Jamison.

At 7 p.m., Mr. Houck called the meeting to order.

A closed session was not deemed necessary.

Those present observed a moment of silence. Ms. North led the Pledge of Allegiance.

Adoption of Agenda

Mr. Houck asked if there were any changes to the agenda.

On motion of Ms. Smith seconded by Ms. North, the School Board considered amending the agenda to split Action Item A (First Reading – Proposed 2014/2015 and 2015/2016 School Calendars) into two separate items. Motion carried 6-1 by voice vote. (Mr. Beard voted in opposition.)

On motion of Mr. Jenkins seconded by Ms. Hutchins, the School Board approved the agenda as amended. Motion carried 7-0 by voice vote.

Presentations/Recognitions

Dr. Johnson and Mr. Houck presented the following Zealous Appreciation for Positive Performance Awards:

- For participating in extensive training and meeting the rigorous challenge of becoming a Certified Strategic Instruction Model (SIM) Professional Developer – Cathy Beachboard, Bonnie Fenwick, Andrea Kilby, and Betty Jo Wynham

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- For being selected to perform with the 2014 Virginia All-State Choir on April 24-26, 2014 in Harrisonburg, Virginia – Sierra Celesky, Emily Dietz, Alton Peters, and Samantha Rowe
- For being selected as an alternate for the 2014 Virginia All-State Choir on April 24-26, 2014 in Harrisonburg, Virginia – Morgan Anderson, Blake Brooking, Ross Hedlund, and Madison Slater

Reports

(a) Principal Report

Principal Kristin Williams and Assistant Principal Andrea Kilby shared a PowerPoint with the Board about “What goes on at Pearl Sample”.

- Golden Tray – Cafeteria Behavior Incentive Plan
- Tiger Tokens – School Wide Positive Behavior Incentives
- Tiger Tales – School Bookstore
- Event Nights – Social Studies Scavenger Hunt, Poetry Night, and ESL Night
- Birthday Books Program – Books on your birthday
- Math – It Takes A Village Project
- Food Lion Math Night – Families working on math together
- Green Team – Pearl Sample SCA Recycling Team

Delegations

Mr. Houck said persons may present ideas or concerns regarding Culpeper County Public Schools. He said there would be no action taken by the Board at this meeting and that such items would be referred to the appropriate administrators for future information and research. He said the personalities and behavior of employees are not to be presented during this period but are to be reported to the employee’s immediate supervisor. Mr. Houck noted there would be a three minute limit for speakers.

William Lamont Saunders (Cedar Mountain District) – Mr. Saunders said he has been a teacher and coach for over 40 years and feels there is a serious need for looking at practice fields in Culpeper. He requested the Board look at establishing a committee to look at the expenses of field facilitation and to find more playing fields – lacrosse, soccer, etc.

Consent Agenda

Mr. Houck reviewed the items on the consent agenda for approval. Ms. Luckinbill noted the Finance Committee met and reviewed the bills and recommended they be approved.

On motion of Ms. Luckinbill seconded by Mr. Beard, the School Board considered approving the consent agenda.

- (a) Approval of Minutes - February 10 & 24, 2014
- (b) Payroll and Payment of Bills
- (c) Personnel Recommendations
- (d) Second Reading - Policies and Regulations
 - JHCH School Meals and Snacks
 - JHH R1 Student Suicide Protocols
 - JHH E1 Suicide Threat Assessment Documentation
 - JHH E2 Suicide Safety Plan
 - JHH E3 Suicide Risk Assessment Sheet

Motion carried 7-0 by voice vote.

The board considered the following action items:

- (a) First Reading – Proposed 2014/2015 School Calendar

Dr. Houck briefly reviewed the comparison charts on pages 33-35 of the Board packet relative to the 2014/2015 school calendar.

Mr. Jenkins said the biggest concern he has heard is that the teachers don't have four complete workdays at the beginning of the year; something is always interrupting them. Dr. Houck said workdays are broadly defined; they can be faculty meetings, team meetings, individual planning time, room setup time, etc. Dr. Johnson said there is an awful lot that has to be done before school starts – professional development and team meetings. She said this year we added a protected workday and a seventh day to transition, perhaps, into a new calendar the following year. She said it was suggested to see if we can get everything we need to get done in five workdays. She said the buildings will be ready the week before if teachers want to come back and have time in their classrooms. She reiterated that two days have been removed; however, the buildings will be open the week before for teachers to work unencumbered in their classrooms.

Mr. Jenkins asked if CCEA has reviewed the calendar. Dr. Johnson said it was discussed at Teacher Roundtable.

Mr. Beard asked when the SOLs are set for the 2014/2015 school year. Mr. Hauman said they have the same basic window every year. He said under this proposal students will take Winter Break, be out that entire window of time, and come back and have two to

three days of instruction before they begin taking the end of course SOL tests for verified credits in order to graduate.

Ms. Hutchins said this year has been unusual with the weather; not our average winter. She stated she has heard concerns about shortening recess and providing structured time in order to make up for time missed. She said this calendar does not allow for additional make up days. She said it seems foolish, since this is an anomaly, to add more time but on the other hand if it happens again she has concerns about compressing the time at the elementary level and making the adjustments within the day itself to make up time.

Dr. Johnson said she will be talking with elementary principals about capturing 10 minutes early in the year to regroup time that does not impact recess or lunch time.

On motion of Ms. Hutchins seconded by Ms. North, the School Board approved the proposed calendar for 2014/2015 on first reading with second reading on April 7, 2014. Motion carried 7-0 by voice vote.

(b) First Reading – Proposed 2015/2016 School Calendar

Dr. Houck briefly reviewed the comparison charts on pages 33-35 of the Board packet relative to the 2015/2016 school calendar.

Mr. Beard asked when the SOL tests would be administered under this calendar. Mr. Hauman said the SOL tests would be administered the last five or six days of the semester prior to Winter Break.

Dr. Houck stated this calendar mirrors what most universities do; they shutdown at the end of the semester and then have a break.

Ms. Hutchins said this calendar will affect the performing arts classes because they perform in the community at Christmas (hospital and elementary schools). She said if the SOL tests are in the last week prior to Christmas it will create a problem. She said it could eliminate or cause a major adjustment in their schedule to continue to provide that.

Ms. Smith said she understands the purpose for this; however, she has received a lot of comments and concerns. She moved to create a taskforce with a representative from each school (faculty and parent) so even if the Board goes with this recommendation, there is feedback from the community. She said she understands the instructional purpose for it.

On motion of Ms. Smith seconded by Ms. North, the School Board considered establishing a taskforce to get feedback.

Mr. Beard called for a "Point of Order". He stated that the motion to set up a taskforce is not on the agenda the Board approved. He said what is on the agenda is consideration of the proposed calendar and if the Board had a motion to address the calendar on the floor and there was a motion to amend that it would be a different situation.

Ms. Luckinbill said this calendar is largely driven by secondary needs. She asked if there were many elementary concerns. Dr. Houck said not as many as expected. He said overall the elementary administrators understood and supported it. Dr. Johnson said Teacher Roundtable has a teacher representative from every school and there was a good discussion at the meeting. She said one of biggest concerns was a full week at the beginning of school rather than a partial week and the fatigue factor for young children.

Ms. Luckinbill asked if other counties are moving to this type of calendar. Dr. Houck said Rappahannock Schools transitioned to this type of calendar last year. He said it is very common in southwest Virginia.

On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board considered approving the proposed 2015/2016 school calendar on first reading with second reading on March 24, 2014.

Ms. North agreed with Ms. Smith. She said given the fact that the calendar year is starting so early it would behoove the Board to include a larger discussion. She said she likes the idea of having representation from each school (educator and parent) and that will help regardless of whether we do this or not at least everyone will have the opportunity to look at it in more detail. She said she sees the advantage but also understands the imposition it will cause and if we have more opportunity to share the information publicly; possibly we can overcome those issues. She likes the idea of forming a taskforce or advisory.

Ms. Luckinbill asked who has reviewed the calendar. Dr. Houck responded executive directors, principals, specialists, and Teacher Roundtable members who solicited comments from their colleagues.

Dr. Johnson said this major change started in a secondary principal discussion before the first draft calendar was made.

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Ms. Smith said she clearly understands the purpose for the calendar and the Board has a whole year to approve the calendar. She said her purpose is not to shoot it down but to receive more support. She said she has received a lot of comments and calls.

Mr. Beard asked how long of a period the taskforce would need to review the calendar. Ms. Smith said she would allow Dr. Johnson to develop the timeframe. She said perhaps two to three months.

Mr. Beard said school is starting significantly earlier than it has in the past. He said when the Board moved the calendar forward there were the same sorts of concerns. He said it is important to put this out early so parents can prepare and adjust for this change. He said a month delay is doable but not six months; it can't be open ended. He said he is very concerned about the continued pressure for our children to perform on tests. He said the community needs to understand we don't have unlimited resources and one resource we have some control over is time. He said the intention is to utilize our time most effectively to boost our performance on which we are graded. He said he is inclined to approve the calendar on first reading and maybe delay the second reading to allow the process to occur.

Ms. Hutchins said she is opposed to this for the reason why we have to do it. She said she is opposed to being dictated by the tests. She agreed with Mr. Beard that the earlier the better so families can make plans. She stated she also agrees with Ms. Smith about parental input/feedback and getting it out there before it is finalized. Ms. Hutchins said she would like to approve the calendar on first reading and delay the second reading in an attempt to share the information with the community (PTO meetings or other venues) to help them better understand it. She said if we just have a conversation it will go more smoothly.

Ms. North agreed to going to existing meetings because there may be better participation but felt other opportunities should be added i.e. library. She said she really believes in public comment.

Ms. Smith asked if the calendar can be modified if it is approved on first reading. Mr. Houck said yes.

Mr. Beard said even on the second reading the calendar can be sent back to committee for fine tuning. He said he is anxious to get the process moving.

On motion of Mr. Beard seconded by Ms. Hutchins, the School Board considered amending the motion to have a second reading on May 12th and will discuss means to garner input at the March work session.

On motion of Ms. North seconded by Ms. Smith, the School Board considered a second amendment to assure that there will be a structured methodology for garnering input discussed at the March work session. Motion carried 7-0 by voice vote.

Vote on first amendment - Motion carried 6-1 by voice vote. (Mr. Jenkins abstained.)

Final motion – On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board approved the proposed 2015/2016 school calendar on first reading with second reading on May 12th and will assure that there will be a structured methodology for garnering input discussed at the March work session. Motion carried 7-0 by voice vote.

(c) Approval of FY'15 Operating Budget

Mr. Jenkins noted that he has a personal interest in the budget discussion because his spouse is employed in the school system. He noted that he is able to participate in the transaction fairly, objectively, and in the best interest of the public. He filed a copy of his disclosure statement with Deputy Clerk Pearl Jamison on January 29, 2014. He further noted he will disclose his interest at each meeting where there is discussion pertaining to the budget.

Dr. Johnson shared a FY'2015 Proposed Budget PowerPoint. She said the revenue from the Commonwealth is the Senate budget number. She said using the Commonwealth numbers the total increase in the proposed budget would be \$6,297,442.

Ms. Thomas shared a breakdown relative to the salary study:

- Full implementation of Evergreen Study - \$3,760,758.
- Phase 1 - \$2,000,466
- Flat 3% - 1,601,620
- Option B - \$2,388,597

Mr. Beard asked if Option B addresses compression. Ms. Thomas said yes. He asked if it leaves potential for implementing the full Evergreen proposal. Ms. Thomas said yes.

Mr. Beard asked if Option B is something like implementing phase 1 and some of phase 2. Ms. Thomas said phase 1 in the Evergreen study moves towards the market but over five years.

Ms. North asked how far Option B will take us ahead of the full year implementation. Ms. Thomas said between 1.5 – 2 years.

On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board considered approving the budget as proposed with the Evergreen full market recommendation for salaries.

Mr. Jenkins asked if the proposals submitted included all benefits. Ms. Thomas said yes.

Ms. Smith said she would love to be at market now. She said the Board can submit the budget request; realistically understanding we probably won't get the funding for it.

Mr. Houck said this is a request but not necessarily what the Board of Supervisors will approve.

On motion of Ms. Hutchins seconded by Mr. Beard, the School Board considered amending the motion to go with Option B for salaries. Motion carried 5-2 by voice vote. (Mr. Jenkins and Ms. North voted in opposition.)

Final motion – On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board approved the budget as presented with Option B for salaries. Motion carried 5-2 by voice vote. (Mr. Jenkins and Ms. North voted in opposition.)

(d) Approval of the Voluntary Retirement Incentive Program (VIRP)
On motion of Ms. Hutchins seconded by Mr. Jenkins, the School Board approved the VIRP Program. Motion carried 7-0 by voice vote.

(e) Consider forming a Board of Supervisors/School Board Interaction Committee
Mr. Houck read a letter to the Board that was received from the Board of Supervisors relative to forming an Interaction Committee. He noted the Board of Supervisors acted on this at their last meeting.

On motion of Ms. North seconded by Ms. Smith, the School Board agreed to pursue conversations with the Board of Supervisors relative to forming an Interaction Committee.

Mr. Jenkins asked to amend the motion to have two members appointed by the chairman, along with the superintendent or designee, to serve on the Interaction Committee.

Mr. Beard said he attended the last meeting of the School Board/Board of Supervisors/Town Council Interaction Committee several years ago and it just stopped meeting; due to lack of interest. He reminded members that the School Board attempted to have quarterly joint board meetings with the Board of Supervisors to discuss matters including the Capital Improvement Plan and he felt those were valuable and constructive meetings. He also noted the School Board used to have more committees and over the years the committees were streamlined to make sure the Board was making the most efficient and effective use of their time. He said the communication between the School Board and Board of Supervisors is serious and needs to be taken seriously. He said before he is willing to setup an Interaction Committee he wants to know what the charge of the committee will be.

Mr. Beard moved to amend the motion to request a joint meeting of the School Board and Board of Supervisors with full membership of both bodies to discuss capital improvement specifically the issue of the new school, presentation of the compensation study, and to discuss what the Interaction Committee will be charged with accomplishing. Mr. Beard's amendment was out of order.

Ms. Smith seconded Mr. Jenkins amendment.

Mr. Beard reiterated that communication between the School Board and Board of Supervisors is serious and formal. He said the School Board should elect the representatives to this committee and not delegate that to the chair.

Mr. Beard moved to amend Mr. Jenkins proposal to provide that the Board will appoint the representatives to the Interaction Committee. Mr. Jenkins did not accept the amendment.

On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board considered amending the motion to allow the Board to appoint the representatives to the Interaction Committee.

Ms. Luckinbill said she feels this needs to be a full board interaction for the first meeting; if not longer. She said as she sits in the Board seat there are lots of things she doesn't

like delegating; however, unless she is going to serve on the Interaction Committee she is not willing to give the seat up. She said the Interaction Committee needs to be Board to Board; not a committee.

Ms. North said this would not be delegating authority to anyone who sits on the Interaction Committee but rather an opportunity to share information and to really start building board relationships between the two boards so there is effective communication and no one is surprised by things that all of a sudden take place. She said it would behoove both boards to share information in a timely fashion but not to usurp the boards desire to do certain things. She said she recognizes it is important to streamline so each member does not end up with three or four committee meetings. She said to have both boards meet together on a regular basis might prove to be its demise. She said having individuals who truly want to be involved and represent their boards and take that matter as seriously as they do their other committee meetings is when it will be successful.

Ms. Hutchins said she thought the Board appointed members to all the committees. She said the members make their choices known to the chair and then it comes to the Board for a full vote as to who will serve on the committee. She said doing that in different fashion is a change from what the bylaws call for. Ms. Hutchins said she will support Mr. Beard's motion for the Board to appoint the membership for the Interaction Committee.

Ms. North said even if a member is not appointed to the Interaction Committee, as a committee member, they can attend as a member of the public. She said Board members are not precluded from attending meetings as long as they are on the other side of the table; as a public citizen.

Ms. Hutchins said there is no problem attending; however, if there is conversation or participation it would be a violation of FOIA.

Mr. Beard said if this is a joint committee of both Boards it would be a committee and is subject to all requirements of FOIA because it is a formal committee. He said in the past all members could attend.

Amendment vote Board appoints the representatives of the Interaction Committee. Motion carried 6-1 by show of hands. (Mr. Jenkins voted in opposition.)

Amendment vote to have two members appointed by the chairman, along with the superintendent or designee, to serve on the Interaction Committee. Motion carried 7-0 by voice vote.

On motion of Mr. Beard seconded by Ms. Luckinbill, the School Board considered a substitute motion to request a formal joint meeting between the Board of Supervisors and School Board to discuss the formation of an Interaction Committee and its scope and charge, presentation of the compensation study, and presentation of information on the need for a new elementary school.

Ms. North said that is a lot to put into one meeting. She said she can certainly understand leading off with the game plan and what is to be accomplished. She said the initial meeting needs to be limited.

Mr. Beard said based on his conversations with members of the Board of Supervisors they felt that the School Board talked about building new school without telling them. He said the county administrator was made aware of the School Board's desire for a joint meeting and it was delayed for whatever reason. He said if the Board of Supervisors wants to hear this information we need to give it to them sooner rather than later. He said if the Board of Supervisors wants the information and in a formal committee setting he is willing to do that. He said initially he wants to know what the committees' function, charge, and scope will be. He said if the Board just wants to share information the superintendent can attend Board of Supervisors meeting each month and let them ask her what the School Board did last month. He said he has been through the Interaction Committee process in the past and because you are dealing with a few members and not the full board you have as much potential for creating confusion and miscommunication as you do for creating clarity and communication.

Ms. North said the Board's absolutely need to lay out the charges for the committee and that is worthy of the first meeting for both boards. She said the population study is worthy of a separate joint presentation. She said her concern is to have the first meeting would be to form and get and have so much business on top of all that it won't be a good way to get started.

Mr. Beard accepted a friendly amendment to make the sole purpose of the first meeting to discuss the charge of the Interaction Committee.

Ms. Hutchins said trying to do all that if we go into extreme detail would be extensive. She said, however, to have a general conversation and provide the information should be

done with both Boards present. She said a second meeting could go into further detail about the study. She said the new building is a controversial topic with some and it would be better to get it on the table and have a discussion at the initial meeting.

On substitute motion of Mr. Beard seconded by Ms. Luckinbill, the School Board agreed to request a formal joint meeting with both Boards to discuss the formulation and charge of the Interaction Committee and to present in a summary fashion the information concerning the population study and the recommendation for a new elementary school, and compensation study.

Ms. North said there would be a request to have a second meeting of both Boards that would go into further detail about the school study and CIP. Mr. Beard said that would be something the joint meeting would determine.

Motion carried 6-1 by voice vote. (Mr. Jenkins abstained)

- (f) Consider requesting staff to provide trending data by semester for discipline cases
On motion of Ms. North seconded by Ms. Smith, the School Board voted to request trending data by semester for discipline cases.

Mr. Beard asked “what is trending data”? Dr. Russell Houck said it would compare first semester of one school year to first semester of the previous year. Mr. Beard asked how much time it would take to compile the information. Dr. Russell Houck said not a lot. He said the state requires an annual report and the information can be compiled from that. He said the report would show the number of incidents and number of students involved by school.

Mr. Robert Houck said he is in opposition of getting a report by school because it gets it down too fine on the data. He said he is receiving adequate information and does not feel like the staff needs to compile additional data.

Ms. North said staff is already producing an annual report that is required. She said there is no added work and it is accessible to anyone on the website on an annual basis. She said this lets the School Board have a look see at things before it gets to the public sector. She said the division offers numerous programs that try to affect positive citizenship and behaviors. She said she wants to see if these programs are making an impact. She said if the Board is going to put money on something she wants to see what it is doing. She said if the School Board is going to set policy we the need information to set policy and this is important information.

Ms. Luckinbill stated she takes her responsibility very seriously and she does not need to see the data by school. She said she does not need to know if there are more incidents at one school vs. another. She is comfortable with the monthly report.

Mr. Beard said he does not need the information; however, it is public information and a School Board member is entitled to the information. He said because it is public record and does not require additional analysis; he will support the motion to provide the data by semester to the Board members upon request.

Mr. Jenkins said he is not against anyone having it and it doesn't need to be run off for every board member; if they don't want it. He said he receives enough information but he is not against anyone else having it.

Ms. Smith asked if the report can be distributed electronically. Dr. Johnson said yes.

Motion carried 5-2 by show of hands. (Ms. Luckinbill and Mr. Robert Houck voted in opposition.)

- (g) Approval of Grant Application for Title III, Part A – Language Instruction for Limited English Proficient and Immigrant Students
On motion of Ms. Hutchins seconded by Ms. Luckinbill, the School Board approved the grant application for Title III, Part A – Language Instruction for Limited English Proficient and Immigrant Students. Motion carried 7-0 by voice vote.
- (h) Permission to Apply for Federal Grants (Title I, II, and III)
On motion of Ms. Hutchins seconded by Ms. Smith, the School Board granted permission to Apply for Federal Grants (Title I, II, and III.) Motion carried 7-0 by voice vote.

The Board heard the following reports:

- (a) Finance Report
Mr. Shomo noted that on February 28, 2014 the ADM was 7,911 and the budget was built on an ADM of 7,800 which equates to 111 more students and approximately \$444,000 in additional revenue from the state.

Mr. Shomo stated the accounts payable approved this evening totaled \$430,304.

Mr. Shomo noted diesel prices are holding steady. He said we budgeted \$3.81 per gallon and the last load cost \$3.29 per gallon.

Mr. Shomo said the county has rolled forward the general ledger through January. He said the original budget was \$74,863,125 and we are now at \$75,391.25 which includes the anticipated state funds of \$528,000.

Mr. Shomo said at the end of March he will start projecting year end balances based on the best possible information we have at the time.

Mr. Shomo shared a breakdown of utilities for December and January.

Mr. Shomo said to date we have spent \$11,578,033.09 on the Culpeper High School renovation.

Board Member Reports

Ms. Hutchins noted the CCSB Administration Committee meeting for March has been cancelled.

Ms. North noted the next School Health Advisory Board meeting is scheduled for April 30th.

Ms. North stated that she recently toured the technology area. She thanked Mr. Hauman for providing the tour. She also thanked the school system on the successful grant submission for the funds awarded for science grants.

Ms. Hutchins said she had the pleasure of reading at the Yowell Fun Fair on Friday and it was a lot of fun. She also attended the student art show at the State Theatre and thanked the State Theatre for providing the venue and partnering with the school system for such a great event.

Ms. Smith echoed Ms. Hutchins comments and commended the art instructors. She also commended EVHS for such a wonderful Miss EVHS pageant. She said attention to the arts is extremely important.

Mr. Houck thanked the members of the Board and the public for their patience this evening. Mr. Houck noted Farmington held an open house a few weeks ago to showcase the new modular unit and it was a great success.

Dr. Johnson said there have indeed been a lot of wonderful things happening. She thanked the staff for all their hard work during the bad weather days.

Information Items

- * February 28, 2014 Membership
- * Summary of CCSB Committee Reports

Future Meeting Dates

- March 12, 2014 - CCSB Capital Planning Committee Meeting, 8:30 a.m. at the School Board Office, 450 Radio Lane
- March 24, 2014 - CCSB Closed Session, 6 p.m. immediately followed by CCSB Business/Work Session at the School Board Office, 450 Radio Lane
- April 7, 2014 - CCSB Finance Committee Meeting, 5:45 p.m. at the County Admin. Office, 302 N. Main Street
- April 7, 2014 - CCSB Regular Board Meeting, 7 p.m. at the County Admin. Office, 302 N. Main Street (6:45 p.m. Closed Session)

On motion of Ms. Smith seconded by Mr. Jenkins, the School Board voted to adjourn at 9:17 p.m. Motion carried 7-0 by voice vote.

JEFFREY R. SHOMO, CLERK

ROBERT A. HOUCK, CHAIR