

IT IS THE MISSION OF THE SCHODACK CENTRAL SCHOOLS
to develop our students to become "...active, reflective, creative learners. In our schools, they will engage in rewarding work and practice behaviors that are intelligent in both an academic and a practical sense. Students will develop the attitudes, skills and understandings that will allow them to fulfill their potential and to function successfully in their individual and social roles."

SCHODACK CENTRAL SCHOOL DISTRICT
1216 Maple Hill Road, Castleton, New York 12033-1699

January 26, 2012

Maple Hill High School Library

Present: J. Andrew Fleck, Michael Hiser, Mary Yurista, Lisa Lafferty, Michael Charsky, George Warner (arrived at 6:35 pm), Christine DiGiulio (arrived at 6:58 pm) and Paul Puccio (arrived at 8:10 pm).

Also present: Robert Horan, Monica Kim, Donna Watson, Jason Chevrier, Ron Agostinoni, Matthew LaClair, Mary Mabb and Michele Reickert.

BOARD OF EDUCATION MINUTES – REGULAR

1. Meeting called to order by Board President, J. Andrew Fleck at 6:08 p.m.
2. Mary Yurista moved for approval of present agenda. Michael Hiser seconded. All present in favor.
3. Board President, J. Andrew Fleck asked everyone to stand for the Pledge of Allegiance to the Flag.
4. Michael Hiser moved for approval of minutes of regular meeting December 15, 2011. Lisa Lafferty seconded. All present in favor.
5. Reports/Presentations:

Robert Horan gave an intro to the Reports. He explained that there would be an overview of Transportation and Buildings and Grounds as you presented in the past. He felt it was important that the responsibilities and challenges of the Transportation Department and Facilities Department be presented. It is important that everyone understand what goes into the safe transportation of students and making sure that the buildings are up and running so that there is no delay or closing of school.

- a. Transportation update – Mary Mabb
Mary Mabb gave a brief overview of the transportation staff:
 - 12 in-district drivers
 - 6 out of district drivers
 - 2 bus attendants
 - 1 dispatcher
 - 2 mechanics
 - 5 substitute drivers
 - One 1.5 hours mail courier run

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- Variable hour driver-trainer

Mary reported that the total bus fleet is 23 vehicles, ranging from 65 passenger buses to 22 passenger vans including a wheelchair accessible bus to a Suburban. In-district runs consist of 12 large school bus runs, servicing 996 daily scheduled students approximately 700 actually utilize the buses. Out of district runs consist of 5 bus runs servicing 48 students attending 19 out of district schools: 11 private / parochial schools within 15 miles of the student's home and 8 special education runs within a 50 mile radius of the student's home and 1 bus run for CTE students, 4 times a day. Radius distances for private / parochial school and special education are determined by State Education Department. Mary gave an overview of the transportation budget status currently totaling \$1,013,829, excluding employee benefits recorded in the benefits portion of the school budget. Mary Mabb reported that this year the district will need to replace two vehicles in the fleet, 1 large school bus and 1 van. She explained that the life of a van is about 7 years, and a large school bus is about 10 years. The district currently has vans in the fleet that are over 7 years old. The total state contract price for the 2 buses is \$145,530.00. She also explained that the cost of school buses have gone up every 4 years by about \$6,000.00. The increases are driven by changes in emissions and other mechanical requirements. She reported that the estimated cost after state aid, which has gone down by 7% in the past year, would be \$17,052.00 each year for 5 years based on an assumed interest rate and amortization schedule. Mary gave an overview of the changes that took place effective with the 2011-12 school year: there was the elimination of 1 bus route and one driver position through attrition, a reduction in work hours for the staff, continuation of a shared Transportation Supervisor with New Lebanon, continuation of a part-time Dispatcher position and a newly signed agreement for a shared mechanic with New Lebanon for 2011-12. Mary talked briefly about a roll over bus drill done on October 1st that took 6 months of planning and involved Needham Risk Management and Local, County and State emergency response personnel including the life flight helicopter; a new line up at CES that allows drills to be done without the rear doors of the school buses being blocked and reduces the influx of vehicular traffic while students are loading and unloading the buses; reformatting of drills for increased effectiveness and student participation, students are brought out by an assigned bus, each bus has two drivers, the students learn proper road crossing and evacuation procedures. It also gets teachers and aids involved which keeps students attention; and bi-weekly driver safety meetings to discuss safety issues, defensive driving, student management and concerns and updates in laws and regulations.

- b. Building and Grounds update – Matt LaClair

Matt LaClair reported to the board that a long time Custodial Worker, Alvin Weeks had passed away unexpectedly during the past week. He also stated that it was not only a personal loss but a huge loss to the district and the shoes would be hard to fill. Matt began by reporting some facts about the district:

- 262,904 total sq. ft.
- 405 total parking spots
- 64 total acres
- 8 tennis courts
- 4 soccer fields

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- 3 baseball fields
- 3 basketball courts
- 1 playground

Matt reported the changes that have taken place from 2006 to 2012: Groundskeeper and Maintenance positions have both been reduced from 12 months to 10 months, Head custodian positions have been reduced from 3 positions to 1 position and Custodians have reduced from 10 to 7 with 28,000 additional sq. ft. of cleaning and the bus garage. We are spread really thin. Facilities responsibilities: Cleaning of schools, community events, inventory and delivery of goods, mowing fields, snow and ice care, sports set ups, audits (daily, monthly and yearly) comply with Federal, State and SED regulations, manage utilities, reduce energy, train staff, manage projects (i.e. Solar), manage 10 year plans, maintain community calendar, manage systems (EMA, phones, PA, Bells, Fire Security), prioritize work, troubleshoot emergency issues, building checks, rebates, work with Needham Risk Management Group on yearly plan, manage material safety data sheets, yearly vendor packets (insurance, prevailing wage and school rules). We are handling things reactively rather than proactively. We are doing to bare minimum now on our equipment and buildings. As the budget gets tighter and tighter the district is deferring replacement / repairs on equipment, mechanical systems, parking lots and buildings. Matt reported that year to date; the district had deferred \$58,000 worth of equipment purchasing. Replacing the tractor has been deferred, and the tractor is in poor condition. It is a \$45,000 piece of equipment that we spend \$3,000 to \$4,000 a year maintaining. We have deferred replacing a scrubber at CES, a snow blower and a woods mower and next year we are going to have to defer another \$35,000, our plow truck is in tough shape. Over our 10 year plan, the district should be spending approximately \$216,000. We have already deferred \$58,000 and next year we are going to add another \$35,000. As far as mechanical systems most of them are in pretty good shape. We did have to defer a project at the bus garage on the heating system, we just could not afford to do it, but it really needs to be done. The pumps, the water tank and the well at this school are not in compliance with Rensselaer County Water Department right now. We did have a one-time exemption from a very expensive test. They gave us the exemption when we couldn't hook into Castleton's water because they couldn't handle the load. They can handle the load now and they have notified the health department and the health department has notified me that they are not going to exempt us again. They want anyone that can hook up to city water to hook up. It cost about \$80,000 - \$90,000 to hook up, if we don't we will have to pay a cost of approximately \$4,000 annually for the test. Eventually they will not allow us the waiver to the test; they will just tell us we have to. Mary Yurista expressed concern as to where the water supply was and what the quality of the water would be. Culligan water softeners would be needed. Matt LaClair explained that there is hard in the high school. Members of the board asked Matt LaClair to put numbers together associated with the hookup and usage of city water. Matt next addressed the parking lots, they are all are in good to fair condition. The track, however, will need to be refurbished. Michael Hiser expressed concern about injuries to athletes. The track was resurfaced in 1991 and is over due for another resurfacing. The base under the cushioned top is now starting to show problems. The roofs of the buildings are in relatively good condition. CES is under warranty, the middle school is under warranty, the high school is in

good condition, and the bus garage is in need of reconditioning in a few years. Matt LaClair gave an overview of his direct responsibilities. He concluded with an overview of the challenges for the upcoming 2012-12 school year:

- Maintain cleanliness
- Maintain physical plants
- Maintain grounds
- Main equipment
- Control cost
- Look for energy saving opportunities
- Meet state and local requirements
- Train employees
- Serve after school community needs

Matt LaClair asked, if possible, that the money saved by putting the solar panels on the roofs be used as savings and create a capital equipment energy saving account. Something that the Board would have to approve, for example, I could come to the Board and ask to replace the lights in the gym, currently there is a program where the lights are free but the labor to install would cost the district and we just can't afford to do it, or equipment could be purchased without taking the funds from the General Fund. George Warner asked for more detail on the lighting. Matt LaClair explained a program where the district would pay the costs upfront for new fixtures, in our case for two of the gymnasiums and the transportation department, and then get reimbursed for the costs of the fixtures from NYSERTA. Labor would have to be paid for. George Warner mentioned National Grid having programs. Matt LaClair explained that they require an upfront cost or that you pay a portion on your bill, but our utilities are contracted through OCM Boces, and therefore, we cannot do that. The report from NYSERTA showed an 18 month payback. Matt LaClair also thanked the Board of Education for approving his 6 month leave of absence to complete the trip of a lifetime, hiking the Adirondack Trail.

Andrew Fleck asked the Board if they wanted to ask Matt LaClair to present the board with a cost analysis of hooking up to the city water. George Warner commented that we were not in a position to make any decision on his analysis and that he thought it would be a waste of Matt's time. Michael Hiser asked how many years does the district go? Do we wait until they make it a requirement or do we wait until the pump breaks? Matt was asked to put some numbers together for future planning.

- c. Building Planning Team Activities – Jason Chevrier – CES and Ron Agostinoni – Maple Hill High School principals

Mr. Horan briefly spoke about the building planning teams and mentioned that in the past, there has not been a report by the teams to the board and community updating the goals and accomplishments of the teams. There was a request at the board retreat over the summer.

Jason Chevrier spoke about the school based planning team. He mentioned Beth Nichols-

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Hesse, a previous board member who served while on the board and continues to serve. She likes the connection to the school and has been a great member continuing to serve. She gives a great perspective being an empty nester and has great input. School based planning meetings really focus on student related matters. There are three main goals of the planning team:

- Goal #1 – K-3 students will be prepared to meet and exceed NYS Learning Standards.
- Goal #2 – Focus on the successful transition of changes in program delivery and make adjustments based on the changes in the student population at CES and challenging fiscal constraints.
- Goal #3 – Build a mutually supportive environment within the CES community that will include behaviors and attitudes that promote mutual respect, tolerance, personal responsibility and safety.

The planning team has been working on a chart with the perspective of parents, teaching assistants, faculty, principal and the board. The team started by listing some of the major changes that are taking place at CES and the academic, culture/climate and communication goals of each change. A draft document was presented for the board's review. He expressed that through last year's budget there was a lot of parent frustration that we have never offered the opportunity of reaching out to parents and gather feedback from them. The planning team has been looking at parent perception surveys and would like to begin using a survey to gain feedback. The team would also like an area that parents can type in comments for topics not covered in the survey. The team would like the survey to be completed online. We will work on something that will also allow paper copies for those residents who do not have the ability to complete online.

Ron Agostinoni spoke about the high school planning team. He mentioned that the meeting being the last Monday of the month works well with sharing at the Faculty meetings the first Monday of the month. He expressed that the team does not work in isolation; it works in conjunction with other things that are going on in the school. The goals of the planning team are as follows:

- Goal #1 – Examine the possibility of increasing AP/higher level class activity
- Goal #2 – Identify and implement ways to engage community resources to enrich classroom experience and to provide opportunities for outside work projects / internships.
- Goal #3 – Identify the transitions HS students typically go through in grades 9 – 12; seek to identify ways to provide tangible support / advice in each area.
- Goal #4 – Stay current with District changes being evaluated; providing feedback, while anticipation and assessing impact in the High School. Specific areas of discussion to include the consolidation / merger study and APPR process.

Last year, the team looked at block scheduling and integrated block scheduling into the Distance Learning classroom, and also modified block scheduling to accommodate students who may be struggling in a specific class and have those students meet 40 minutes every day. There was an adjustment to the Code of Conduct to cell phone/electronic devices. The team looked at the HS regents date and graduation date, examined the SAT/ACT date which led to a discussion on college info night. ACT is more popular in the south and SAT is more popular in the north. The planning team planned a college information night for parents taking place

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on February 2, 2012; discussion will include but not be limited to:

- Searching for a school
- Application process – state to finish
- Essay writing
- SAT vs. ACT
- Resume
- Time Lines
- Athletics – NCAA regulations

George Warner suggested that this kind of meeting be planned for eighth grade students and parents as well. Mr. Agostinoni mentioned that it will be something planned into future eighth grade orientations. The planning team has talked about getting community members involved and have a list generated through e-News blast and plan to bring volunteers in to speak with students about their career choices. Mr. Agostinoni also talked about the alumni that came to talk to the students. He mentioned that there is a link on the website to see more on the topic. There were a lot of questions from students to the alumni and he felt the students were more at ease. Alumni met in a room with teachers and were asked what the school could do better. The Alumni felt they were more prepared than a lot of their peers, but they did suggest more writing and also mentioned they were glad they had been pushed by Mr. Frese to do AP notes. They found it beneficial.

6. Board Discussion.

Michael Charsky spoke and commended the Schodack Administrators and their professionalism and courteousness throughout the merger study process. He also said that he felt everyone on the committee appreciated their input. Christine DiGuilio mentioned that Fran Owen had sent a thank you note to the Board for their contribution to the needs of district families over the holidays. Andrew Fleck asked Jason Chevrier to update the Board on what is going on in the third, fourth and fifth grade bathrooms. Mr. Chevrier stated that there was some difficulty with some students urinating on the bathroom floor. He has been called up to see the situation more than once and said it is obviously not an accident, it looks intentional. It is a sanitary and health matter, kids may not notice it, stand in it and then track it through the school. He has spoken to classrooms individually which causes interruptions to classroom time. I have sat in the hallway at a desk outside the bathroom for periods of time. Teachers are now asking the boys to sign out for the bathroom. He met with the boys from third, fourth and fifth grade this morning, Mr. Horan joined me and had a conversation. He stated that he informed the students that it is not funny and he is really fed up with it and it is disappointing. It is taking Colleen's time (custodian) during the day to clean it up. A letter went home to the parents of the boys in third, fourth and fifth grade asking the parents to talk to their children about it. To him he felt it was a warning to parents that if their child is caught it will come with very hefty consequences. He did push to them that they are considered leaders of the school and he expects them to act like it. It is not all of them and he said he knows that. It is consuming a great deal of time investigating, talking to students and cleaning it up. Mr. Horan stated that he was there as a backup to Jason. He mentioned that Mr. Chevrier apologized first to any students that were there that were not involved but that they had to sit through the conversation. There were some teary eyes; the

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message was straight forward, with no smiling. Teachers and Teacher assistants were there as well. Michael Hiser talked about the merger meetings. He had heard that there would be one more meeting. Mr. Horan answered that that was incorrect; there would not be any more merger meetings. The study team will create the draft study and invite the community group and the two boards to come together and view the draft at the same time it is on the way to NY State Education Department. The study is anticipated to be out mid to late February. Once the study comes back, mid-March, they will share the report with the communities and at that time the boards will make a decision if they want to proceed and take the results to a vote. If they decide to move forward, they will have three forums with the communities to share the information before the vote. Mr. Hiser also mentioned that there was a request by the Ichabod Crane Board to meet with our board as an information gathering to gain more knowledge of each other's communities and the history of the districts. He felt informal contact would put the boards in a better position once they review the final report and there is not a lot of time to begin a process. Michael Charsky did not agree that would be a good idea, he felt it would give the wrong impression to the communities and the merger committee. The final numbers that were presented at the last merger feasibility study gave the Ichabod Crane community a big jolt. He did not think it would be well received and he would really like to see the process run its course. It gives the wrong impression, if there has not been a decision, then why are the boards meeting. He felt it would be better to meet as a board with the administrators and ask the questions since the administrators; Mr. Horan and Mr. Charsky were at the meetings. Mr. Horan summarized the numbers that were presented at the last meeting, in brief, both districts would get good programs, Schodack's taxes would decrease but Ichabod's would increase. Mr. Horan did not feel that the communities would have enough information to vote on a report within two weeks without some changes. He mentioned that two boards could resubmit the report to NY State Ed. with changes and that the number one objective of a merger study is to maintain or enhance education programs for students; the second is that it be financially sound. Mr. Horan stated that he felt this conversation was a great start for the workshop scheduled for Thursday. Lisa Lafferty mentioned that she felt Scott Hanrahan's comment at the merger meeting hit the nail on the head. Everyone knew what Schodack is paying per million and what Ichabod is paying per million, they had to realize that someone was going to increase. Someone always loses and someone else gains. Mr. Horan mentioned that the wish list that the report was comprised from was from the communities, not administration. Andrew Fleck felt the conversation about meeting with the other board should be talked about more at the workshop meeting scheduled for next Thursday. George Warner asked Mr. Horan what kind of shared services the district is currently exploring. Mr. Horan answered that the district is currently sharing our transportation supervisor with New Lebanon. There is a lot of conversation with Questar, Ichabod Crane, New Lebanon about ways to cut costs. Andrew Fleck asked Monica Kim to share the 2012-13 Executive Analysis Budget from the Governor. Monica pointed out that the 4% increase in state aid is really not 4%, of the 4%, \$250 million is going to competitive grants, which we will be looking into to see if we are eligible; \$265 million is for expense driven aid, aid based on what you spend; leaving \$290 million to be split between 700 school district to share, our share \$67,000. There is talk about reallocating the distribution of \$200 million, but that is in the hands of the

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legislators. There is talk about high need schools getting more; we would fit into that category because of our reliance on state aid unlike some schools that have a heavy tax base.

We will be losing money in the expense driven aid. If you don't spend it, you don't get aid. Boces aid will be decreasing because of a change in the Boces expenses for a capital project that they budgeted for that will not be done. She mentioned the new pension tier the Governor is talking about putting in place, and that it would not be a savings to us in the near future, but long term we would see some savings. Mr. Horan expressed that the Chinese delegation was at Tech Valley High School the previous week and made a formal announcement that the Tejing school 57 will be coming to Schodack in March to do the signing to be affiliated as a sister school. The exact date has not been set yet, but it will be a big thing for not only Schodack but for New York. It will be a major production; we will have our band, jazz band, chorus and possibly some of our elementary students present. We are also anticipating that the Mayor will be here. Accommodations will be taken care of by Questar.

7. Meeting open for public discussion. None.
8. Policies:
 - a. Video Cameras in Schools – 1st reading. Paul Puccio made a motion to approve and move to 2nd reading. Michael Hiser seconded. All present in favor.
9. Consent agenda:
 - a. Paul Puccio moved for acceptance of Treasurer's Reports for the month of December 2011. George Warner seconded. All present in favor.
 - b. Paul Puccio moved for acceptance of Revenue and Budget Status Reports for the month of December 2011. George Warner seconded. All present in favor.
 - c. Paul Puccio moved for acceptance of Extra-Classroom Activity Report for the month of December 2011. George Warner seconded. All present in favor.
 - d. Paul Puccio moved for acceptance of Claims Auditor Report for the month of December 2011. George Warner seconded. All present in favor.
 - e. Paul Puccio moved for approval of recommendations of the district Committee on Special Education regarding 2011-2012 students: #000113505, 000114051, 082340007, 000113734, 082590002. George Warner seconded. All present in favor.
 - f. Paul Puccio moved for approval of recommendations of the district Committee on Preschool Special Education regarding 2011-2012 special education services for students: 000113827 and 000113755. George Warner seconded. All present in favor.

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- g. Paul Puccio moved for approval of HS textbooks “Learning Microsoft Office 2010” for implementation beginning second semester 2011-12 school year. George Warner seconded. All present in favor.
- h. Paul Puccio moved for approval of a contract with New Lebanon Central School to allow Schodack to perform repairs on New Lebanon buses at an hourly rate of \$50/hour and reimbursement of costs plus 5%. George Warner seconded. All present in favor.
- i. Paul Puccio moved for approval to grant the following district employees a monthly cell phone reimbursement for the purpose of conducting school district business:

Robert Horan	\$50.00	
Jason Chevrier	\$40.00	
Ron Agostinoni	\$40.00	
Matt LaClair	\$40.00	
Mary Mabb	\$40.00	
Jim Yox	\$40.00.	George Warner seconded. All present in favor.
- j. Paul Puccio moved for approval of a resolution authorizing the refunding of a portion of certain outstanding serial bonds. George Warner seconded. All present in favor.
- k. Paul Puccio moved for acceptance of a donation from Target Field Trip Grants/Scholarship America in the amount of 700.00 to help offset the costs of a field trip for advanced art students to Guggenheim Museum in NYS. George Warner seconded. All present in favor.
- l. Paul Puccio moved for approval of contract for special education services under IDEA with Neil Hellman School – Parsons Child and Family Center for the 2011-12 school year. George Warner seconded. All present in favor.
- m. Paul Puccio moved for approval of contract for special education services under IDEA with Early Childhood Education Center for the 2011-12 school year. George Warner seconded. All present in favor.
- n. Paul Puccio moved for approval of contract for special education services under IDEA with Capital District Beginnings for the 2011-12 school year. George Warner seconded. All present in favor.
- o. Paul Puccio moved for approval of contract for special education services under IDEA with Story Place Preschool, Inc. for the 2011-12 school year. George Warner seconded. All present in favor.
- p. Paul Puccio moved for approval of contract for special education services under IDEA with Crossroads Center for Children, Inc. for the 2011-12 school year. George Warner seconded. All present in favor.

- q. Paul Puccio moved for approval of health services contract with Lansingburgh Central School District for the 2011-12 school year in the amount of \$960.00 for two (2) resident students attending nonpublic school. George Warner seconded. All present in favor.
- r. Paul Puccio moved for approval of health services contract with North Greenbush Common School District for the 2011-12 school year in the amount of \$236.07 for one (1) resident student attending a nonpublic school. George Warner seconded. All present in favor.
- s. Paul Puccio moved for approval of health services contract with South Colonie Central School s for the 2011-12 school year in the amount of \$638.52 for one (1) resident student attending nonpublic school. George Warner seconded. All present in favor.
- t. Paul Puccio moved for approval for the District to activate a District Facebook Account. George Warner seconded. All present in favor.
- u. Paul Puccio moved for approval of the following items to be declared surplus and to be disposed of by the district in accordance with district policy: 32 Desktop computers (no monitors, no keyboard, no mouse, no operating system). George Warner seconded. All present in favor.

10. Resignations/Appointments

- a. Michael Hiser moved for acceptance of the resignation of Edward Finney as Audio Visual Co-Advisor, effective January 3, 2012. George Warner seconded. All present in favor.
- b. Michael Hiser moved for acceptance of the provisional appointment of Stephen Morrissey as Network Administrator effective January 30, 2012. George Warner seconded. All present in favor.
- c. Michael Hiser moved for acceptance in the change of hours of Deborah Clifford, School Bus Attendant, from 2 hours / day to 4 hours / day effective January 3, 2012. George Warner seconded. All present in favor.
- d. Michael Hiser moved for acceptance in the change of hours of Dorothy VanDeWal, School Bus Driver, from 5.0 hours / day to 4.5 hours / day effective January 12, 2012. George Warner seconded. All present in favor.
- e. Michael Hiser moved for acceptance of the resignation of Judy DiPrima, Secondary English Teacher, for the purpose of retirement effective June 30, 2012. George Warner seconded. All present in favor.
- f. Michael Hiser moved for acceptance of the resignation of Coleen Papas, Senior School Monitor, effective January 27, 2012. George Warner seconded. All present in favor.

- g. Michael Hiser moved for acceptance of the appointment of Rachel Wemette, Teaching Assistant, for 3 hours/day, effective January 17, 2012. George Warner seconded. All present in favor.
 - h. Michael Hiser moved for acceptance of coach/Advisor(es):
 - i. Timothy Ryan – HS Computer Specialist
 - ii. Lisa Beerle – Art Club. George Warner seconded. All present in favor.
 - i. Acceptance of volunteer assistant coach(es): None.
 - j. Michael Hiser moved for acceptance of non-instructional substitute(s): Sharon L. Moreau, Leo Heroux. George Warner seconded. All present in favor.
 - k. Michael Hiser moved for acceptance of substitute teacher(s): John Kowalski, Irene Skalij. George Warner seconded. All present in favor.
11. Meeting open for public discussion.
12. Action items. Continuation of Merger Feasibility/Consolidation discussion; continue budget discussion; Matt LaClair to provide an estimate of the cost of the water connection for high school.
13. Michael Hiser moved to enter executive Session to discuss a personnel matter at 8:45 pm. Lisa Lafferty seconded. All present if Favor.
14. Adjournment: Having no further business before the board, Michael Hiser moved to adjourn. Paul Puccio seconded. Meeting adjourned at 9:05 pm.