

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

TUESDAY, SEPTEMBER 4, 2012

The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and Section 504 Coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.

I. CALL TO ORDER

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 8:00 P.M. with President Wilbur Wolf, Jr., presiding. Eight (8) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; Kingsley Blasco; John McCrea; Richard Norris; and William Piper.

Richard Roush was absent.

Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Rick Gilliam, Director of Food Services and Student Transportation; Joseph Cress, The Sentinel; Trisha Grace, The Valley Times-Star; Wade Reichelderfer and Nick Hasse, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

II. PLEDGE TO THE FLAG

President Wolf led all individuals present in the Pledge to the Flag.

III. APPROVAL OF THE AUGUST 20, 2012 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE AUGUST 20, 2012 REGULAR BOARD MEETING MINUTES

Motion by Blasco, seconded by Norris for approval of the August 20, 2012 Committee of the Whole of the Board Meeting Minutes and the August 20, 2012 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

**IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS - Wade Reichelderfer
and Nick Hasse**

The students offered the following report:

- A. Mr. Steve Smith, Mr. Charles Smith, and Mr. Boyd held class meetings with each class the first several days of school.
- B. While high school PSSA performance declined generally statewide, 2012 Big Spring High School PSSA performance increased in each subject. Last year's juniors had the highest proficiency rate in school history as follows: Reading, 63.4% proficiency (+4.3%); Math, 58.0% proficiency (+0.1%); Writing, 86.3% proficiency (+12.8%); Science, 31.9% proficiency (+4.8%); IEP Reading, 22.2% proficiency (+8.6%); IEP Math, 20.0% proficiency (+10.9). Despite the improvement in each area, the high school did not make AYP and is classified in school improvement status.
- C. Sophomores, juniors, and seniors were commended for enrolling in more challenging courses this year. For the 2012-2013 school year, there are significant enrollment increases in AP (+10%), dual enrollment (+19%), and honors courses (50%).
- D. Sophomores were commended for their exemplary attendance record and record low number of disciplinary referrals during the 2011-2012 school year when compared with the prior year.
- E. There are 220 seniors, 254 juniors, 224 sophomores, and 227 freshmen, for a total of 925 students enrolled in the high school for the 2012-2013 school year.
- F. Mrs. Jackson, high school food services manager, has reported that the lunch lines are moving faster each day. New items on the menu include pizza (biggest seller), sandwiches, and a deli area. Locked money boxes at several places around the school are being installed for the collection of cafeteria contributions at 9:00 a.m. daily and would be entered into student accounts.
- G. Student Council sponsored the new-student luncheon on August 21, 2012, for 28 new students enrolled in Big Spring sophomore, junior, and senior classes. Pizza was served, and tours were provided in an effort make the new students feel welcomed and comfortable at the school.
- H. Students enjoyed the Student Council-sponsored kickoff dance on Thursday, August 30, 2012, from 7:00 to 10:00 P.M.
- I. Back-to-school night is slated for September 5, 2012, at 7:00 P.M. for students to meet the teachers and experience the students' class rotation. Student Council members will help with this event.
- J. Tryouts for the fall play You Can't Take It With You are being held this week. The fall play performances are set for November 2 and 3, 2012.
- K. WGAL, TV Channel 8, will broadcast Football Friday Night live from Big Spring's gymnasium on September 7, 2012, following Big Spring's home football game against Susquenita. Prior to the 11:30 P.M. broadcast, all students are invited to the gymnasium for games and activities.

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS (Continued)

- L.** The boys' soccer team hosted the annual soccer tournament on Saturday, winning both games and earning the championship. The girls' volleyball team also hosted a tournament over the weekend. The team finished second in their pool with a record of four wins and two losses. They advanced to the semi-final round and lost to West Perry one to two. Big Spring's field hockey team is hosting the Bulldog Invitational on Saturday, September 8, 2012, and the cross country team will host a Bulldog Invitational the following Saturday.
- M.** Vinnie Todaro placed first and set a new course record in a Chambersburg Invitational cross country event recently and is the first boy in eight years to win this event as a junior and senior.
- N.** Mrs. Sherisa Nailor has been recognized by the National Association of Agricultural Educators as the Region VI Outstanding Young Member. Mrs. Nailor is one of only six regional winners from across the nation to be recognized for this honor. With this recognition, Mrs. Nailor has earned an all-expenses-paid trip to attend the 2012 NAAE convention, as well as an invitation to a special awards dinner held in her honor.

President Wolf thanked the students for the report.

V. TREASURER'S REPORT

The Treasurer's Report is presented at the second Board meeting each month.

VI. PAYMENT OF BILLS

General Fund	\$ 6,850.00	Check #8201201
Student Activities Fund	\$ 14,160.55	Checks #13385-13405
Cafeteria Fund	\$ 19,981.85	Checks #5647-5654
Capital Projects	<u>\$ 3,259.00</u>	Check #631
Total	\$44,251.40	

Motion by Gutshall, seconded by Blasco for approval of General Fund, Student Activity/Miscellaneous Fund, Cafeteria Fund, and Capital Projects payments of bills as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

VII. READING OF CORRESPONDENCE

There was no reading of correspondence.

VIII. RECOGNITION OF VISITORS

Stacy Bream, Donald Kail, Jr., April Messenger, Sam Sheeler, and Carl H. Silverman.

IX. PUBLIC COMMENT PERIOD

Mr. Carl H. Silverman, 368 Beverly Road, Camp Hill, PA 17011, addressed the members of the Board of School Directors on behalf of the Pennsylvania Nonbelievers, Incorporated, PO Box 702, York, PA 17405.

Mr. Silverman commended the Board for “finally following the law” and eliminating the opening prayer before Board meetings. Mr. Silverman chastised the Board for waiting to stop this practice until a letter was sent to the Board from the Freedom From Religion group, threatening legal action regarding this issue. Mr. Silverman indicated that as of last January, prayer during school board meetings is unconstitutional.

Mr. Silverman challenged the Board to follow the law because it is the “right thing to do” and “sets an example for students,” and he noted that when the court system says something is unconstitutional, we must obey it until such time as the ruling is overturned.

Mr. Silverman indicated that he and representatives from various atheist organizations would continue to monitor public school board meetings and ensure “everyone is obeying the law” in this regard.

X. STRUCTURED PUBLIC COMMENT PERIOD

No structured public comment was offered.

XI. OLD BUSINESS

There was no old business.

(NOTE: The Board addressed
XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-10,
following Item A-10.)

XII. NEW BUSINESS

A. PERSONNEL CONCERNS

1. Additional Per Diem Substitute Teachers

(ACTION ITEM)

Dinah Schaszberger	English/Reading
Danica Dowling	Elementary
	Education

The administration recommended that the Board of School Directors approve the additions listed to the 2012-2013 per diem substitute teacher list as presented.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

2. **Ms. Jenna Kinsler** submitted her letter of resignation as a junior varsity girls' basketball coach, effective immediately.

A copy of Ms. Kinsler's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Ms. Kinsler's resignation as a junior varsity girls' basketball coach, effective immediately.

(ACTION ITEM)

3. **Ms. Tammy Kotzmoyer** submitted her letter of resignation as an aide at Newville Elementary School, retroactive to August 24, 2012.

A copy of Ms. Kotzmoyer's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Ms. Kotzmoyer's resignation as an aide at Newville Elementary School, retroactive to August 24, 2012.

(ACTION ITEM)

4. **Ms. Suzanne Brett** resigned from the position as Long-Term Substitute Eighth Grade English Teacher, due to receiving another position in a neighboring district. Ms. Brett never officially started her duties as a Long-Term Substitute Eighth Grade English Teacher with Big Spring School District.

The administration recommended that the Board of School Directors officially remove Ms. Brett as a Long-Term Substitute Eighth Grade English Teacher, retroactive to August 22, 2012.

5. Coaching Appointment

(ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director, recommended the individual listed as a coach for the 2012-2013 school year.

Felicia Meik Junior Varsity Cheerleading Coach

The administration recommended that the Board of School Directors approve the appointment of the above listed coach as presented.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

6. Custodial Substitute

(ACTION ITEM)

The individual whose name is listed below was recommended to serve as a custodial substitute for the 2012-2013 school year.

Mr. David Wilson

The administration recommended that the Board of School Directors approve the appointment of Mr. David Wilson as a custodial substitute for the 2012-2013 school year.

(ACTION ITEM)

7. Anne Starr Whitten

Long-Term Substitute Eighth Grade English

Teacher

Carlisle, PA 17013

at the Middle School

Education:

University of Georgia (Bachelor's Degree History and English)

University of North Carolina (Master's in Education)

Experience:

71st Classical Middle School, Fayetteville, NC – Middle School Social Studies Teacher

71st Classical Middle School, Fayetteville, NC – Tutor/Remediation Teacher

71st Classical Middle School, Fayetteville, NC – Student Teacher

The administration recommended that the Board of School Directors appoint Ms. Whitten to serve as a Long-Term Substitute Eighth Grade English Teacher at the Middle School, replacing Ms. Dellinger who is on leave of absence from August 22, 2012 through approximately December 7, 2012. Ms. Whitten's compensation for this position should be established at Master's Degree Step 2, \$48,850.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

- 8. Mrs. Megan Frantz**, fifth grade learning support teacher at Newville Elementary School, requested an extension of maternity leave via Family Medical Leave from October 8, 2012 through approximately November 27, 2012.

The administration recommended that the Board of School Directors approve Mrs. Frantz's request for an extension of maternity leave of absence via Family Medical Leave from October 8, 2012 through approximately November 27, 2012.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

9. Approval of Child-Rearing Leave for Katie Sands (ACTION ITEM)

Mrs. Katie Sands, grade three teacher at Mount Rock Elementary School, requested child-rearing leave. Once this leave has expired, Family & Medical Leave Act will carry through the remainder of her absence. Mrs. Sands will be on leave from November 27, 2012, through the remainder of the 2012-2013 school year. According to Section 3.08 of the contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

A copy of Mrs. Sands' letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Sands' request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately November 27, 2012 through the remainder of the 2012-2013 school year.

10. Reading Therapy Aide Appointment (ACTION ITEM)

Mr. William Gillet, Supervisor of Special Education recommended the individual listed as a full-time Reading Therapy Aide at the Middle School for the 2012-2013 school year, replacing Mrs. Lori Todaro, who has resigned.

Katie Mell

The administration recommended that the Board of School Directors approve the appointment of Ms. Katie Mell as presented.

VOTE ON XII., NEW BUSINESS, A., PERSONNEL CONCERNS

Motion by Blasco, seconded by Norris to combine and approve XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-10, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

B. Credit Pay

(ACTION ITEM)

The professional employees whose names are listed below have successfully completed graduate work and are entitled to the specified amount in accordance with the negotiated contract.

Charlene D'Amore	\$3,708.00
Heidi Fraker	\$1,236.00
Michael Berry	\$2,544.00
Jocelyn Kraus	\$1,236.00
Stephanie Weller	<u>\$1,272.00</u>
TOTAL	<u>\$9,996.00</u>

The administration recommended that the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Education Association and the Big Spring School District.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

C. New Student Activity Account

(ACTION ITEM)

The administration received a request from Mr. Dwain Messersmith, High School Technology Education Teacher, to create a new student activity account for Technology Student Association. A completed application includes a proposed budget of \$300.00 to be earned/spent by the account.

The administration recommended the Board of School Directors approve the creation of the Technology Student Association and the associated student activity account under the supervision of Mr. Dwain Messersmith, High School Technology Education Teacher.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above.

Superintendent Fry indicated that the bylaws and budget consistent with the process for approval were included with this evening's agenda.

Roll call vote on the motion by Norris and second by Swanson to approve the recommendation as outlined above: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

D. Planned Course Adoption

(ACTION ITEM)

Listed below are completed planned courses for board approval.

Music

Advanced Placement – Music Theory
Guitar

The administration recommended the Board of School Directors approve the proposed courses as presented.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

E. Additional 2012-2013 School Police Officers

(ACTION ITEM)

Jay Hockenbroch, Athletic Director has submitted a list of additional names to be recommended as school police officers for the 2012-2013 school term.

A copy of the list has been included with the agenda for Board review.

The administration recommended that the Board of School Directors approve the additional 2012-2013 school police roster as presented. In turn, the administration will take the necessary steps to ensure that Big Spring's 2012-2013 additional school police officers' are approved by Cumberland County Court.

Motion by Blasco, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

(ACTION ITEM)

F. Appointment of the School District Dentist for 2012-2013 School Year

Contracted Service

Dr. Thomas Filip

\$4.00 per exam

The administration recommended that the Board of School Directors approve Dr. Filip's appointment as school district dentist for the 2012-2013 school year as presented.

XII. NEW BUSINESS (Continued)

(ACTION ITEM)

F. Appointment of the School District Dentist for 2012-2013 School Year
(Continued)

Motion by Blasco, seconded by Norris to approve the recommendation as outlined above.

Mr. Fry reminded the Board that with this appointment, Dr. Filip would perform the State-mandated dental examinations for Grades 1, 3, and 7. Mr. Fry added that Dr. Filip offers a no-smoking program for Grade 6 students free of charge.

Roll call vote on the motion by Blasco and second by Norris to approve the recommendation as outlined above: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

G. Newville Elementary School PTO Annual Audit

(ACTION ITEM)

The Big Spring School District has received a copy of a letter from Ms. Karen Heishman advising that Newville Elementary School PTO's records were accepted with auditing standards for the 2011-2012 school year.

A copy of the letter from Ms. Heishman was included with the agenda.

The administration recommended that the Board of School Directors accept the 2011-2012 Newville Elementary School PTO's annual audit report as presented.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

H. 2012-2013 Oak Flat Elementary PTO Fundraiser Request

(ACTION ITEM)

The Oak Flat Elementary School PTO is requesting permission to conduct the fundraisers listed below during the 2012-2013 school term.

**Joe Corbi's (Fall)
Race for Education (Spring)**

The administration recommended that the Board of School Directors approve the Oak Flat PTO's request to conduct the fundraisers listed above during the 2012-2013 school term.

Motion by Blasco, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

I. Garland Application for Payment (NV Roof Replacement) (ACTION ITEM)

Included with the agenda is an application from Garland for the second payment of \$276,131.00 for the Newville roof replacement project. This leaves a balance of \$53,722 to be paid. The contractor has completed a final inspection by the Director of Building & Grounds and the project is essentially complete.

The administration recommended the Board of School Directors authorize payment of \$276,131.00 from the Newville Project fund to Garland / DBS, Inc. for the work accomplished to date.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

J. Updated Policies (INFORMATION ITEM)

The administration submitted the updated policies listed for Board review.

The updated Policies are included with the agenda. The updated policies will be an action item on the September 17, 2012 School Board Agenda.

204 Attendance
206 Assignment in the School District
208 Withdrawal

K. Proposed Updated Job Descriptions (INFORMATION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent, made some revisions to the job descriptions listed. Copies of the job descriptions have been included with the agenda.

Instructional Aide – Level I
Instructional Aide – Level II (to include table of Specialized Skills)
Clerical Aide

After the job description has been reviewed by the Board of School Directors and the administration, the administration will present the updated job descriptions for Board approval at the September 17, 2012 Board meeting.

XII. NEW BUSINESS (Continued)

(ACTION ITEM)

L. Voting Delegates to the October 2012 PSBA School Leadership Conference

The Pennsylvania School Boards Association requested that the Board of School Directors for each PSBA-member school district notify PSBA of the names of each school district's voting delegates for the October 2012 School Leadership Conference's Legislative Policy Committee meeting.

The administration recommended that the Board of School Directors designate Robert Barrick, Board Secretary, who will serve as Big Spring's voting delegate to the October 2012 School Leadership Conference's Legislative Policy Committee meeting.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XIII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIV. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Norris/Mr. McCrea

No meeting was conducted, and no report was offered. The District Improvement Committee is slated to meet on October 22, 2012.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

C. Vocational-Technical School – Mr. Wolf/Mr. Piper

No meeting was conducted, and no report was offered.

The vo-tech school's acting director, Mr. Justin Bruhn, plans to visit Big Spring for lunch and a facility tour on Thursday, September 6, 2012. Mr. Matt Brigaman from Steelton-Highspire School District is serving as the acting assistant principal for the vo-tech school.

XIV. COMMITTEE REPORTS (Continued)

D. Buildings and Property Committee – Mr. Barrick

Please refer to this evening's Buildings and Property Committee meeting minutes.

Big Spring Middle School Energy Study-Windows (ACTION ITEM)

Motion by Barrick, seconded by Blasco to approve this item as an action item and contract with Wolf Consulting Engineers to develop an initial concept and conduct an energy study regarding window replacement at the Big Spring Middle School at an hourly rate of \$85 and not to exceed \$7,000 with funding from the Capital Projects fund. The results should be presented to the Board on October 1, 2012, to enable a decision on project viability and future action at that time. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

E. Finance Committee – Mr. Blasco

No meeting was conducted, and no report was offered.

F. South Central Trust – Mr. Blasco

No meeting was conducted, and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted, and no report was offered.

H. Tax Collection Committee (TCC) – Mr. Wolf

President Wolf reported that Central Tax Bureau of Pennsylvania (CenTax), the tax collection agency for North Middleton Township and South Middleton Township, is experiencing financial problems related to their accounting process. The problem could take quite some time to be resolved.

XV. SUPERINTENDENT'S REPORT

A. District 2012-2013 Calendar

Board members were provided with copies of the 2012-2013 calendar this evening. Superintendent Fry commended Ms. Brandie Shatto for doing a great job representing the District with the District calendar.

B. Honoring Big Spring's State Championship Girls' Softball Team and High School Band

Superintendent Fry invited Board members to be part of a ceremony during the football game halftime on Friday evening, September 7, 2012, when Big Spring's State Championship girls' softball team and high school band would be honored. Mr. Fry indicated that softball team members would be presented with rings, and both groups would be honored with banners displayed in the gymnasium.

XV. SUPERINTENDENT'S REPORT (Continued)

C. Third-Day Enrollment

Mr. Fry reported third-day enrollment of 2,738 students compared with 2,801 last year. It is estimated that the 2,738 students could decrease by 12 or 13 high school students because of suspected cyber school enrollment.

By 2019, the State has predicted Big Spring's enrollment would be 2,500, and enrollment appears to be trending that way now. Mr. Fry noted that the Board has taken steps to right size the District's staff in response to this predicted decrease in enrollment.

The bubbles of enrollment are Grade 11 with 253 students and Grade 8 with 246 students. Grade 5 is the largest elementary school class size at 204 students. From kindergarten through Grade 4, all grades have fewer than 200 students.

The Grade 4 Oak Flat Elementary School classes (27, 27, and 25 students) are larger than most other elementary school classes.

Mr. Fry reviewed several high school classrooms that have more students this year than prior years because of the District's right-sizing efforts.

XVI. BUSINESS FROM THE FLOOR

Condolences to Mr. Steve Smith

Director McCrea indicated that if the Board were permitted to offer a prayer at this evening's meeting, the Board might have asked God to grant peace to Principal Steve Smith and his family and loved ones following the recent death of Mr. Smith's father.

XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XVIII. ADJOURNMENT

Motion by Blasco, seconded by Norris to adjourn. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:27 P.M.

Robert Lee Barrick, Secretary