

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

May 18, 2020

The Regular Meeting of the Trumbull County Educational Service Center was held telephonically on May 18, 2020, via Go To Meeting.

The Oath of Office was administered to Mr. Tom Krispinsky by Mrs. Lori Simione, Treasurer.

Mr. Jeffrey Dreves, President, called the meeting to order at 9:00 a.m. followed by attendance roll call. Members present were: Mrs. Denise Domhoff, Mr. William Holland and Mr. Al Haberstroh. Also present were Michael Hanshaw, Superintendent; Robert Marino, Ed. D, Assistant Superintendent; Lori Simione, CPA, Treasurer; Kathleen Vilsack, Director of Pupil Services; Carlotta Sheets, Supervisor, Department of Human Resources and Communications and Christopher Hubinsky, Technology Administrator.

**RESOLUTION FOR OPERATION OF THE TRUMBULL COUNTY
EDUCATIONAL SERVICE CENTER DURING THE PERIOD OF
EMERGENCY DECLARED BY EXECUTIVE ORDER 2020-01D**

20-91

Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve the following resolution:

WHEREAS, on March 9, 2020 the Governor of the State of Ohio issued Executive Order 2020-01D (“Order”) declaring a state of emergency for the entire State to protect the well-being of the citizens of Ohio from the dangerous effects of COVID-19; and

WHEREAS, on March 22, 2020, the Director of the Ohio Department of Health issued a Stay At Home Order for the State of Ohio through April 6, 2020, which was amended on April 2, 2020 to extend through May 1, 2020 to address the dangerous impact of COVID-19; and

WHEREAS, in conjunction with the Orders directing Ohioans to stay home, the Director of the Ohio Department of Health also issued a March 14, 2020 Order and amended Order on March 30, 2020 directing that all Ohio K-12 schools close until May 1, 2020 apart from performing essential government functions, and clarified that such closure “does not include administrators, teachers, staff, vendors, or contractors of a school,” and that the “administration of each school shall determine the appropriate leave of access to the school during the closure;” and

WHEREAS, the above-referenced Orders directing all Ohio K-12 schools close until May 1, 2020 was extended for the duration of the 2019-2020 school year by announcement of the Governor of the State of Ohio on April 20, 2020; and

WHEREAS, on April 30, 2020, the Director of the Ohio Department of Health issued a Stay Safe Ohio Order that reopens businesses, with exceptions, and continues a Stay Healthy and Safe at Home Order through May 29, 2020 to include the closure of K-12 schools apart from performing essential government functions pursuant to previously issued Orders on March 14th and March 30, 2020; and

WHEREAS, on March 13, 2020 the Ohio High School Athletic Association (“OHSAA”) issued a mandatory no-contact period for all school sponsored sports effective March 17, 2020 through April 5, 2020 and announced on April 21, 2020 the cancellation of the spring sports season for all interscholastic sports in Ohio and extended its no-contact order through May 3, 2020; and

WHEREAS, pursuant to the above-referenced OHSAA orders, OHSAA Executive Director made clear that “the no-contact regulation was never intended to discourage or prohibit electronic communication with student-athletes,” and further clarified, “for the mental well-being of student athletes, it is actually encouraged but is not intended for coaches to encourage any form of group gatherings or instruction;” and

WHEREAS, the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act was passed by Congress and signed into law by President Trump on March 27, 2020, which includes an Education Stabilization Fund that provides K-12 emergency relief grants for

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local educational agencies and education-related entities to be used for coronavirus-response activities, including but not limited to, planning for and coordinating during long-term school closures, purchasing educational technology to support online learning for all students, and additional activities authorized by federal elementary and secondary education laws; and

WHEREAS, in order to access emergency grant aid, a local educational agency and/or education-related entity must document that to the greatest extent practicable, it continued to pay its employees and contractors during the period of disruption or closures related to coronavirus.

NOW, THEREFORE, BE IT RESOLVED, the Governing Board hereby confirms the authority of the Superintendent to determine which Board employees are essential for the function of the Educational Service Center during school closure and to further determine employee assignments and work schedules, abbreviated if necessary, to continue operations while maintaining social distancing and health and safety guidelines issued by the Ohio Department of Health.

BE IT FURTHER RESOLVED, the Superintendent is hereby directed to take any and all necessary actions to enforce the Orders of the Governor of the State of Ohio, Ohio Department of Health, the Ohio High School Athletic Association, and any other orders or directives of duly authorized Ohio State Officials in relation to COVID-19 to continue operations and facilitate distance learning to keep students engaged in instruction and enriched through school curriculum, including co-curricular and extra-curricular activities and contracted services.

BE IT FURTHER RESOLVED, the Governing Board hereby appropriates the funds necessary for the enforcement and execution of this Resolution and further authorizes and directs the Treasurer to encumber and pay any funds necessary for the enforcement and enactment of any aspect of this Resolution, including but not limited to compensating Board employees for the performance of duties as originally required by contract, collective bargaining agreement and/or state law as previously approved by the Governing Board for the 2019-2020 school year unless otherwise modified, reduced, pro-rated and/or cancelled by action of this Board.

BE IT FURTHER RESOLVED, the Governing Board hereby determines that this Resolution is consistent with the CARES Act and that any and all funds necessary for enforcement and enactment of any aspect of this Resolution are authorized to serve a valid, reasonable and proper public purpose.

BE IT FURTHER RESOLVED, that it is hereby found and determined that all formal actions of this Governing Board concerning and relating to the adoption of this resolution were adopted in an electronic meeting and/or open meeting of this Board in compliance with all legal requirements, including HB 197 and as permitted by Ohio law.

BE IT FURTHER RESOLVED, this Resolution shall take effect and be in force from and after the earliest period allowed by law.

Roll Call: Mrs. Domhoff, Mr. Haberstroh, Mr. Holland, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

APPROVAL OF FINANCIAL REPORTS

20-92 Motion by Mr. Krispinsky, Second by Mrs. Domhoff to approve the Financial Reports presented by the Treasurer as of April 30, 2020.

Roll Call: Mr. Krispinsky, Mrs. Domhoff, Mr. Holland, Mr. Haberstroh, Mr. Dreves – ayes. Motion Carried.

APPROVAL OF MINUTES

20-93 Motion by Mr. Holland, Second by Mr. Haberstroh to approve the minutes of the April 20, 2020 Regular Board Meeting via Teleconference.

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Roll Call: Mr. Holland, Mr. Haberstroh, Mrs. Domhoff, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

TREASURER’S RECOMMENDATIONS

APPROPRIATIONS

20-94 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an adjustment in appropriations as follows:

		ORIGINAL		ADJUSTED	
<u>FUND</u>	<u>DESCRIPTION</u>	<u>APPROPRIATION</u>	<u>ADJUSTMENT</u>	<u>APPROPRIATION</u>	<u>REASON</u>
001	General Fund	\$20,316,346.82	\$136,450.00	\$20,452,796.82	Severance payments/Medicaid Consortium
014	Consortiums	\$3,037,685.41	\$53,174.06	\$3,090,859.47	FY2020 Title II Receipts
439	Early Childhood Education Grant	\$232,000.00	(\$84,000.00)	\$148,000.00	Reduction due to insufficient eligible students
499	OTES Pilot Training Grant	\$0.00	\$5,000.00	\$5,000.00	New Grant
599	Striving Readers Grant	\$136,823.88	\$364,638.26	\$501,462.14	FY2020 Funds

Roll Call: Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

CONTRACTS AND AGREEMENTS

20-95 Motion by Mrs. Domhoff, Second by Mr. Krispinsky to approve a service agreement between the Trumbull County Educational Service Center and Graphic Enterprises for copier services and supplies effective July 1, 2020.

Roll Call: Mrs. Domhoff, Mr. Krispinsky, Mr. Holland, Mr. Haberstroh, Mr. Dreves – ayes. Motion Carried.

20-96 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and Bloomfield-Mespo Local for a Technician effective July 1, 2020 through June 30, 2022.

Roll Call: Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

20-97 Motion by Mr. Haberstroh, Second by Mr. Holland to approve an Information Systems Agreement for Computer Services between the Trumbull County Educational Service Center and NEOMIN effective July 1, 2020 through June 30, 2022.

Roll Call: Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Krispinsky, Mr. Dreves - ayes. Motion Carried.

20-98 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve an agreement between the Trumbull County Educational Service Center and Colleen Longo to provide Virtual Professional Development June 25-29, 2020.

Roll Call: Mrs. Domhoff, Mr. Haberstroh, Mr. Holland, Mr. Krispinsky, Mr. Dreves - ayes. Motion Carried.

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AMEND BOARD MOTION 20-42

20-99 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to amend Board Motion 20-42 contract with Keys to Literacy to provide Virtual Professional Development June 15 & 17, 2020.

Roll Call: Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Dreves - ayes. Motion Carried.

SUPERINTENDENT'S RECOMMENDATIONS

NEW BUSINESS – PERSONNEL MATTERS

MEMORANDUM OF UNDERSTANDING

20-100 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to approve a Memorandum of Understanding between the Governing Board of the Trumbull County Educational Service Center and the Trumbull County Board Professional Staff Association in regards to the Ohio Teacher Evaluation System as described below:

This Memorandum of Understanding is entered into by and between the Governing Board of the Trumbull County Educational Service Center (“Board” or “ESC”) and the Trumbull County Board Professional Staff Association (“Association”) (collectively, the “Parties”).

WHEREAS, the Board and the Association are parties to a collective bargaining agreement that remains in effect until July 31, 2020 (“Contract”); and

WHEREAS, on March 14, 2020 the Director of the Ohio Department of Health’s Order, “In Re: Order the Closure of All K-12 Schools in the State of Ohio” issued under section 3701.13 of the Revised Code, directed all school buildings that provide any kindergarten through grade twelve instruction to be closed to students beginning at 12:01 a.m. on March 17, 2020 and ending at 11:59 p.m. on April 3, 2020 to prevent the spread of COVID-19 into the State of Ohio; and

WHEREAS, on March 27, 2020 the Governor of the State of Ohio signed Emergency House Bill 197 to provide relief to Ohioans during the COVID-19 pandemic, which among other things, permits a local board of education to elect not to evaluate an employee for the 2019-2020 school year if it determines it to be impossible or impracticable to do so due to the Director of Health’s March 14, 2020 Order; or any local board of health order; or an extension of any order, which includes the March 30, 2020 extension issued by the Director of Health directing all such school buildings to be closed to students through 11:59 p.m. on May 1, 2020; and

WHEREAS, the Board and the Association recognize that there is a need for mutual cooperation and collaboration between the parties in order to address the impact of COVID-19 related to employee evaluations, and hereby agree to modify the terms of the current Contract.

NOW THEREFORE, the Parties hereby agree as follows:

1. Pursuant to HB 197 and guidance issued by the Ohio Department of Education on March 30, 2020, bargaining unit member evaluations were not completed by the Board due to schools being closed to students pursuant to the above-referenced orders issued by the Director of the Ohio Department, the Board hereby determines

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it impossible or impracticable to conduct evaluations of such bargaining unit members during the 2019- 2020 school year, and will not do so.

2. Pursuant to HB 197 and the guidance issued by the Ohio Department of Education on March 30, 2020, if a bargaining unit member does not have a completed evaluation for the 2019-2020 school year, the bargaining unit member's 2019-2020 evaluation status will roll over to their 2020-2021 evaluation status. For example, if 2019-2020 was an "off cycle" year for a bargaining unit member rated skilled, then the bargaining unit member remains "off cycle" during the 2020-2021 school year. And if a bargaining unit member was being evaluated during the 2019-2020 school year, then the member will be evaluated during the 2020-2021 school year.

3. Bargaining unit members on an improvement plan set to expire at the end of the 2019- 2020 school year shall remain on such plan through the first semester of the 2020-2021 school year to provide the member with adequate opportunity to make progress on the plan, unless the evaluator determines such progress has been made.

4. Pursuant to HB 197 and guidance issued by the Ohio Department of Education on March 30, 2020, the ESC will not use value-added data from the 2019-2020 school year in its performance evaluations for the 2020-2021 school year. The ESC and the Association hereby agree to meet and confer no later than September 15, 2020 regarding a plan to implement Student Learning Objective Assessments (SLO's) for the 2020-2021 school year.

5. Pursuant to HB 197 and guidance issued by the Ohio Department of Education on March 30, 2020, the Board will adopt an updated teacher evaluation policy to conform to the Ohio Teacher Evaluation System (OTES) 2.0 Framework on or before September 1, 2020. Prior to adoption, the Board and the Association will meet to discuss OTES 2.0 to the extent required by law. Based upon the ESC's readiness and preparedness the Parties hereby agree not to implement OTES 2.0 until the 2021-2022 school year in accordance with HB 197 and the guidance issued by the Ohio Department of Education on March 30, 2020. The Association agrees to meet no later than March 1, 2021 to address OTES 2.0 in preparation for implementation to the extend required by law.

6. The parties agree that this Agreement is temporary in nature and will remain in full force and effect for the 2019-2020 school year only with the exception of Paragraphs 6 and 7, above, regarding the use of value-added data and OTES 2.0.

7. This Agreement will thereafter expire and shall not be included in any successor agreement with the exception of Paragraphs 5 and 6, above, regarding the use of value- added data and OTES 2.0.

8. The parties further agree that this Agreement is not precedent setting in any way.

Roll Call: Mr. Haberstroh, Mr. Krispinsky, Mr. Holland, Mrs. Domhoff, Mr. Dreves, – ayes. Motion Carried.

20-101

Motion Mr. Holland, Second by Mr. Haberstroh to approve a resolution determining impossible or impracticable to conduct evaluations of administrative-supervisory staff during the 2019-2020 school year due to the COVID-19 pandemic as listed below:

WHEREAS, on March 14, 2020, the Director of the Ohio Department of Health's Order, "In Re: Order the Closure of All K-12 Schools in the State of Ohio" issued under section 3701.13 of the Revised Code, directed all school buildings that provide any kindergarten through grade twelve instruction be closed to students beginning at 12:01 a.m. on March 17, 2020, through the end of the school year to prevent the spread of COVID-19 into the State of Ohio; and

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WHEREAS, the Director of Health’s March 14, 2020 school closure order and subsequent closure orders through the end of the school year order have made it impossible or impracticable to complete administrator evaluations;

Therefore, the Trumbull County Governing Board hereby determines it impossible or impracticable to evaluate all such Administrative/Supervisory staff members during the 2019-2020 school year, and will not do so.

Roll Call: Mr. Holland, Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mr. Dreves, – ayes. Motion Carried.

ADMINISTRATIVE – ADDITIONAL DAYS

20-102 Motion by Mr. Krispinsky, Second by Mrs. Domhoff to approve 10 days extended time for **Robert Marino, Assistant Superintendent** to serve as Northeast Ohio Lead Trainer, OTES 2.0. Costs paid for by the Ohio Department of Education.

Roll Call: Mr. Krispinsky, Mrs. Domhoff, Mr. Holland, Mr. Haberstroh, Mr. Dreves, – ayes. Motion Carried.

NEOMIN

20-103 Motion by Mrs. Domhoff, Second by Mr. Haberstroh acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing Board approve **John Jaros, Student/EMIS Application Consultant** on a one year, 130 day contract effective August 1, 2020 through July 31, 2021.

Roll Call: Mrs. Domhoff, Mr. Haberstroh, Mr. Holland, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

20-104 Motion by Mr. Holland, Second by Mr. Haberstroh acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing Board approve **Robert Falatic, Associate Director** on a three year, 250 day contract effective August 1, 2020 through July 31, 2023.

Roll Call: Mr. Holland, Mr. Haberstroh, Mrs. Domhoff, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

20-105 Motion by Mrs. Domhoff, Second by Mr. Krispinsky acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing Board approve **Brian Greathouse, Executive Director** on a five year, 260 day contract effective August 1, 2020 through July 31, 2025.

Roll Call: Mrs. Domhoff, Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mr. Dreves – ayes. Motion Carried.

20-106 Motion by Mr. Krispinsky, Second by Mr. Haberstroh acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing Board approve the following employee contracts effective August 1, 2020 through July 31, 2022:

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Contract</u>
Hendricks, Terri	Fiscal Software Application Analyst	2 year	260 day
Reed, Todd	Local Area Network Analyst	2 year	260 day

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Roll Call: Mr. Krispinsky, Mr. Haberstroh, Mrs. Domhoff, Mr. Holland, Mr. Dreves – ayes. Motion Carried.

- 20-107
- Motion by Mr. Holland, Second by Mr. Haberstroh acting solely as fiscal agent for NEOMIN and at the recommendation of the NEOMIN Governing board approve a 1.75% salary increase for the NEOMIN staff, with the exception of the Executive Director, effective July 1, 2020.

Roll Call: Mr. Holland, Mr. Haberstroh, Mr. Krispinsky, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

TECHNOLOGY – INCREASE IN DAYS

- 20-108
- Motion by Mrs. Domhoff, Second by Mr. Krispinsky to approve an additional 15 days for **Steve Rudge, Technology Coordinator** at his current daily rate. All costs to be paid by Southington Local School District.

Roll Call: Mrs. Domhoff, Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mr. Dreves – ayes. Motion Carried.

CERTIFIED – RETIREMENT

- 20-109
- Motion by Mr. Krispinsky, Second by Mrs. Domhoff to accept the resignation of the following for the purpose of retirement as listed below.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Bell-Pugh, Donna	Special Education Teacher	June 1, 2020
Lazor, Catherine	Occupational Therapist Assistant	October 1, 2020
Schwab, Lorraine	MD Teacher	June 1, 2020
Stemock, Brenda	ED Teacher SST	July 1, 2020
Zador, Jane	Speech Pathologist	June 1, 2020

Roll Call: Mr. Krispinsky, Mrs. Domhoff, Mr. Haberstroh, Mr. Holland, Mr. Dreves – ayes. Motion Carried.

CERTIFIED – RESIGNATION

- 20-110
- Motion by Mr. Haberstroh, Second by Mr. Krispinsky to accept the resignation of the following as listed below.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Converse, Melissa	MD Teacher	July 31, 2020
Lallo, Megan	MD Teacher	July 31, 2020

Roll Call: Mr. Haberstroh, Mr. Krispinsky, Mr. Holland, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

EXTENDED SCHOOL YEAR

- 20-111
- Motion by Mrs. Domhoff, Second by Mr. Holland to employ the following for the Extended School Year Program effective June 1, 2020 on an as needed basis:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
DeBord, Melanie	ESY Teacher	\$20.00 per hour
Stucke, Jessica	ESY Teacher	\$20.00 per hour

Roll Call: Mrs. Domhoff, Mr. Holland, Mr. Haberstroh, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

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CERTIFIED - EMPLOYMENT

- 20-112 Motion by Mr. Haberstroh, Second by Mr. Krispinsky to employ the following on one year contracts effective August 1, 2020.

<u>Name</u>	<u>Position</u>	<u>No. of Days</u>
*Burke, Hannah	Preschool Teacher	184
*Caldwell Jamie	MD Teacher	184
Cole, Paula	Speech Pathologist	184 + 6
Croutch, Emilee	ED Teacher	184
Kudrich, Virginia	Visually Impaired Teacher	184
*O'Brien, Patrick	ED Teacher	184
Pokorny, Tom	Spanish Teacher	184

*Pending background check and licenses.

Roll Call: Mr. Haberstroh Mr. Krispinsky, Mrs. Domhoff, Mr. Holland, Mr. Dreves – ayes. Motion Carried.

CERTIFIED – RETURN FROM RIF

- 20-113 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to approve the removal from the Trumbull County Board Professional Staff Association Bargaining Unit Reduction in Force List for **Nicole Luklan, MD Teacher**.

Roll Call: Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

CERTIFIED – UNPAID LEAVE OF ABSENCE

- 20-114 Motion by Mr. Haberstroh, Second by Mr. Holland to retroactively approve an unpaid leave of absence for **Clare Teti, School Psychologist** beginning April 29, 2020 and will be in effect until doctor's release to work.

Roll Call: Mr. Haberstroh, Mr. Holland, Mr. Krispinsky, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

CLASSIFIED – RESIGNATION

- 20-115 Motion by Ms. Domhoff, Second by Mr. Krispinsky to cept the resignation of the following as listed below.

<u>Name</u>	<u>Position</u>	<u>Effective date</u>
Noble, Shelley	Classroom Assistant	July 1, 2020
Stevens, Rebekah	Classroom Assistant	June 30, 2020

Roll Call: Mrs. Domhoff, Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mr. Dreves – ayes. Motion Carried.

OHIO EMERGENCY OPERATION PLAN

- 20-116 Motion by Mr. Haberstroh, Second by Mr. Holland approve the State of Ohio Emergency Operation Plan for the Trumbull County Educational Service Center.

Roll Call: Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

POLICIES – SECOND READING AND APPROVAL

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- 20-117 Motion by Mrs. Domhoff, Second by Mr. Haberstroh to approve the Policy Updates after the second reading as previously distributed.
- Roll Call: Mrs. Domhoff, Mr. Haberstroh, Mr. Holland, Mr. Krispinsky, Mr. Dreves – ayes. Motion Carried.

ITEMS OF INTEREST

- 20-118 Treasurer, Lori Simione, presented an update.

ADJOURN

- 20-119 Motion by Mr. Krispinsky, Second by Mr. Haberstroh to adjourn this meeting at 9:25 a.m.
- Roll Call: Mr. Krispinsky, Mr. Haberstroh, Mr. Holland, Mrs. Domhoff, Mr. Dreves – ayes. Motion Carried.

Date Approved

Board President

Attest: _____

Treasurer