

LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING

June 28, 2016

I. President Laudenslager called the meeting to order at 6:45 PM at the Line Mountain Jr/Sr High School Library.

II. Pledge of Allegiance.

III. Roll Call:

BOARD DIRECTORS

David Bartholomew	Absent
Michael Bordner	Present
Dennis Erdman, Vice President	Present
Linda Gutkowski	Present
Lauren Hackenburg	Present
Troy Laudenslager, President	Present
Lawrence Neidig, Treasurer	Present
Ronald Neidig	Present
Marlin Yeager, Jr.	Present
Patty Troutman, Secretary, Non-Member	Present

ADMINISTRATION

David M. Campbell	Superintendent	Present
Philip S. Rapant, Jr.	Business Administrator	Present
Jeffrey S. Roadcap	Secondary School Principal	Present
Jeanne Menko	Elementary School Principal	Present
Jeffrey Lagerman	Middle School Principal	Present
Bradley Skelton	Dean of Students/Athletic Director	Present
Jamie Shiko	Food Service Director	Present
Amy Dunn	Director of Special Education	Present
Keith Harro	Network Administrator	Absent
Timothy Lagerman	Director of Plant Operations	Present
Richard J. Roberts, Jr.	Solicitor	Present

OTHERS

Sarah DeSantis of "The News Item", Justin Strawser of "The Daily Item", and four members of the general public were present.

IV. President Laudenslager recognized the public present. There were no comments from the public at this time.

V. Approval of Minutes:

Regular Meeting, May 24, 2016 as per attached pages.

Marlin Yeager, Jr. made the motion and Linda Gutkowski seconded the motion to approve the above minutes. The motion passed by Acclamation.

VI. Motion to Approve the Agenda

Dennis Erdman made the motion and Lawrence Neidig seconded the motion to approve the agenda. The motion passed by Acclamation.

VII. Administrative Reports

A. Superintendent

Mr. Campbell announced Ralph Long who was to be presented with an honorary High School Diploma was hospitalized and not able to be present to accept the diploma. The diploma will be forwarded to Mr. Long as he becomes available.

B. Business Administrator

No report.

C. Principals

No report.

D. Property Committee

Tim Lagerman presented a proposal which included two options for consideration regarding the collapsed steps on the west elevation of the Elementary School. Eagle Ridge Contracting, Inc. provided a proposal including restoration of the steps at a cost of \$45,000.00 and elimination of the steps at a cost of \$18,950.00. After brief board discussion, the Board asked Tim Lagerman to secure additional quotes for removal of the steps.

Mr. Lagerman also reported on the seal and paint project to be done at the Elementary School. The line painting will be done in house this summer and the cracks will be addressed this fall.

Lawrence Neidig commented on the great condition of the football field during the graduation ceremony.

E. Policy Committee

No report.

F. Fiscal Committee

No report.

G. Personnel Committee

No report.

H. Northumberland County Career & Technology Center Report
No report.

I. Central Susquehanna Intermediate Unit Report
No report.

J. Tax Collection Committee
No report.

VIII. ACTION ITEMS

A. FISCAL

PUBLIC COMMENT – None.

This Item Was Voted On Separately.

1. **Treasurer's Report Approval**

Be it recommended that the Board approve all the checks from all funds within the Line Mountain School District for the period ending June 22, 2016 as per attached pages.

RECOMMENDED ACTION

That the Board of School Directors
approve the above fiscal action.

Moved by Dennis Erdman and seconded by Ronald Neidig to approve Item Number A1 and carried by a vote of 6 yes, 0 no and 2 abstentions on roll call vote with Troy Laudenslager and Marlin Yeager, Jr. abstaining.

2. **Delinquent Tax Exonerations Approval**

The administration recommends approval of exonerations submitted by Statewide Tax Recovery, Inc. as per attached page.

3. **2016-2017 MTSS Writing Stipend Approval**

Be it recommended that the Board approve a stipend of \$10,000.00 for the Line Mountain Elementary School to participate in the 2016-2017 MTSS Elementary School Writing Cohort Series supported by a \$10,000.00 as per attached pages.

4. **Microsoft Licensing Agreement Approval**

Be it recommended that the Board approve to renew a three-year Microsoft Volume Licensing Agreement with LLIU 13 at a cost of \$33,243.39. Renewal dates are August 1, 2016 through July 31, 2019. This Licensing Agreement covers all Microsoft Licensing, Software, and Employee Home Downloads.

5. **Technology Services Contract Renewal Approval**

Be it recommended that the Board approve to renew the Technology Services Contract with Blast IU 17 of Canton, PA for support on an as needed basis at an hourly rate of \$88.00 per hour. Dates of the agreement are July 1, 2016 through June 30, 2017.

6. **Reading Counts Subscription Renewal Approval**

Be it recommended that the Board approve to renew the Scholastic Reading Counts Software Subscription and Support from Houghton Mifflin Harcourt of Geneva, IL at a cost of \$2,168. Dates of the renewal are July 1, 2016 through June 30, 2017.

7. **Library Catalog License Renewal Approval**

Be it recommended that the Board approve to renew the Destiny Library Catalog License for two libraries at a total cost of \$1,400 from Follett School Solutions, Inc. of Chicago, IL. Dates of the license renewal are July 1, 2016 through June 30, 2017.

8. **SIF Agent Software Renewal Approval**

Be it recommended that the Board approve to renew the SIF Agent Software Subscriptions for Follett Destiny and Microsoft Active Directory from Kimono LLC of Salt Lake City, UT at a cost of \$1,453.14. The subscriptions run from August 1, 2016 through August 1, 2017. The SIF agents allow the student information system to automatically send data to Destiny and Network credentials.

9. **Elementary Guidance Software Renewal Approval**

Be it recommended that the Board approve to renew the Paws In Jobland Software for the Elementary Guidance Department from Bridges Transitions of Culver City, CA at a cost of \$200. Dates of the renewal are August 1, 2016 through August 1, 2017.

10. **Vision Campus Software Renewal Approval**

Be it recommended that the Board approve to renew the Vision Campus Software from Netop of Portland, OR at a cost of \$800. Dates of renewal are July 27, 2016 through July 27, 2017. Vision Campus allows faculty to monitor computer lab computers.

11. **Health Sciences Library Support Renewal Approval**

Be it recommended that the Board approve to renew the PA/POWER Library Tech Support Fees from Health Sciences Libraries Consortium at a total cost of \$525 which includes two libraries from Health Sciences Libraries Consortium of Philadelphia, PA. Dates of renewal are July 1, 2016 through June 30, 2017.

12. **E-Rate Services Renewal Approval**

Be it recommended that the Board approve to renew the annual eRate services provided by the CSIU of Milton, PA for the 2016-2017 school year at a cost of \$3,800.

This Item Was Removed From The Agenda.

13. **Shoretel Telephone Maintenance Renewal Approval**
Be it recommended that the Board approve to renew the Silver Plan Service Maintenance on the Shoretel Telephone and Voicemail System. Maintenance includes NBD service on Shoregear 90 telephone switches, all Shoretel Licenses, and Voice Mail Server. Annual cost of the plan is \$7,857 from Sage Technology Solutions of Mt. Joy, PA. Dates of the agreement are July 1, 2016 through July 1, 2017.
14. **Addendum to Agreement of Sale Approval**
Motion to approve an Addendum to the Agreement of Sale dated April 12, 2016, between the District and Scott A. Wilhour for the sale of premises at 196 School Road, Dalmatia, PA, to increase the consideration from Twenty Thousand (\$20,000.00) Dollars to Twenty-Two Thousand (\$22,000.00) Dollars.
15. **Physician Training (Sports Medicine) Agreement Approval**
Be it recommended that the Board approve an agreement with Geisinger Clinic and Medical Center to establish a relationship whereby GWV Fellow Physicians (pending all required clearances) may receive training and education in sports Medicine at Line Mountain subject to the provisions of the agreement at no cost to the district as per attached pages.
16. **IDEA Agreement Approval**
Be it recommended that the Board approve the IDEA-B Agreement and authorize the Superintendent to execute the agreement which includes the following documents as per attached pages:
 - IDEA-B Agreement for the Distribution of funds for the Fiscal Year 2016-17 for the IDEA allocation of \$186,216.
 - The Notice of Adoption of Policies, Procedures and Use of Funds by School Districts
 - Use of IDEA Pass Through Funds Assurance Form
17. **School Based Access Program Participation Approval**
The administration recommends approval of the Pennsylvania School-Based Access program (SBAP) Local Education Agency Agreement to Participate FY 2016-2017 and authorization for the superintendent to execute the agreement as per attached pages.
18. **Overhead Projectors Purchase Approval**
Be it recommended that the Board approve to purchase 4 Epson overhead projectors (2 new and 2 replacements) from CDW of Vernon Hills, IL at a total cost of \$1,956 off of Costars Contract 003-032.
19. **Portable Toilet Rental Agreement Approval**

Be it recommended that the Board approve a contract for portable toilet rentals with PA Environmental Solutions, Inc., Dalmatia PA from July 1, 2016 to June 30, 2017 at a cost of \$50.00 per unit per month for portable toilet rental and hand wash station rental plus \$75.00 per unit per month for handicap accessible portable toilet rental and authorize the administration to execute the agreement.

20. **Cafeteria Tables Purchase Approval**

Be it recommended that the Board approve the purchase of 22 uniframe tables from Kurtz Bros., Clearfield, PA at a cost of \$23,393.00 through Costars contract #035-002 pending solicitor's approval as per attached page (Cafeteria Fund).

21. **Cooler Repair Approval**

Be it recommended that the Board approve the repair of the walk-in cooler at the Line Mountain Middle High School by Silvertip, Inc., Lewisburg, PA at a price of \$9,500.00 as per attached page (Cafeteria Fund).

22. **2016-2017 Insurance Coverage Approval**

Be it recommended that the board approve the 2016-2017 insurance policy renewal with Liberty Mutual through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$64,916 annually which includes Property, General Liability, School Leaders E&O, Automobile, Inland Marine, Crime, Equipment Breakdown, and Umbrella coverage.

23. **2016-2017 Worker's Compensation Insurance Coverage Approval**

Be it recommended that the board approve the 2016-2017 Worker's Compensation insurance policy renewal with PICS/Amerihealth through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$40,475 annually.

24. **2016-2017 Sports Accident/Student Accident Insurance Coverage Approval**

Be it recommended that the board approve the 2016-2017 Insurance policy renewal with AG Administrators/US Fire Insurance through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$11,000 annually which includes the Sports Accident Insurance.

Voluntary Student Accident insurance is offered to parents at a rate of \$28 for school time or \$124 for 24-hour coverage per student to be paid for by the parent if they choose it.

25. **Tax Claim Bureau Sale Approval**

Be it recommended that the Board approve the Consent of Sale Property from the Tax Claim Bureau Repository List and authorize Administration to execute the same as per attached pages.

26. **Yearbook Extension Approval**

Be it recommended that the board approve the yearbook contract to Jostens, Inc. of State College, PA for the 2016/2017 and 2017/2018 school years at a price of \$15,956.84. This is a two year extension of the 2015/2016 bid price.

27. **2016-2017 School Vehicle Contractors**

Be it recommended that the Board approve the following school vehicle contractors for the 2016-2017 school year at a rate of \$1.60 per approved daily miles:

- Linda Derck – Shamokin, PA
- Janet Schwartz – Trevorton, PA
- Jim Schwartz – Trevorton, PA
- Gail Harris – Dornsife, PA
- Ken Harris – Dornsife, PA

28. **Propane Gas Approval**

Be it recommended that the Board approve the 2016-2017 propane pricing effective July 1, 2016 to June 30, 2017 to Kopyy's Propane, Inc., Williamstown, PA at a:

A. Fixed price of \$1.175 per gallon

OR

B. Fluctuating price of \$1.1275 per gallon (as of 5-26-16)

After a brief discussion, the Board opted to proceed with the fixed price option for the propane.

29. **2016-2017 Mobile Ag Ed Science Lab Agreement Approval**

Be it recommended that the Board grant permission for Administration to execute Agreements with Pennsylvania Friends of Agriculture Foundation, of Camp Hill, PA for the Mobile Ag Ed Science Lab Program (pending clearances) as per attached pages:

		<u>Amount</u>
Line Mountain Middle School	11/14/16 thru11/18/16	\$2,000.00
Line Mountain Elementary School	11/07/16 thru11/11/16	\$2,000.00

30. **Toshiba Copier Lease Rental Agreement Approval**

Be it recommended that the Board approve a lease rental agreement with Toshiba Business Solutions of Elizabethtown, PA for two Toshiba eStudio 757 digital copiers and one Toshiba eStudio 307 copier located at the elementary and middle/high school buildings at the following cost: 63 months @ \$1,531.85 as per Costars contract #001-055 and authorize Administration to execute the agreement.

31. **2015-2016 Geisinger Blood Drive Scholarship Approval**

Be it recommended that the Board accept a scholarship from the Geisinger Blood Drive in the amount of \$2,500.00 to be distributed to a senior Key Club officer.

32. **Middle School Apple iPad Purchase Approval**

Be it recommended that the Board approve to purchase 90 Apple iPad-Air 2 tablets and 3 Pure Charge Charging Stations from Apple Education for the Middle School Computer Lab. Total cost is \$49,259.85 to be covered by the Capital Project Fund and is Per PEPPM Pricing 2016.

RECOMMENDED ACTION

That the Board of School Directors approve the above fiscal action.

Moved by Marlin Yeager, Jr. and seconded by Lauren Hackenburg to approve Item Numbers A2, A3, A4, A5, A6, A7, A8, A9, A10, A11, A12, A14, A15, A16, A17, A18, A19, A20, A21, A22, A23, A24, A25, A26, A27, A28, A29, A30, A31 and A32 and carried by a vote of 8 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT – None.

1. Tenure Approval

The administration recommends approval of tenure for the following teachers effective July 1, 2016. They have met the requirements and will receive a Professional Employee contracts:

Brigitte Styer

Joseph Kahl

2. Professional Employee Retirement Approval

The administration recommends approval of the resignation for the purposes of retirement of Cindi Grimm, school nurse at the Line Mountain Middle High School effective September 10, 2016.

3. Coaches/Advisors Approval

A. Be it recommended that the Board approve the resignation of Shawntel Hoover as Elementary OM Advisor effective June 21, 2016.

Be it recommended that the Board approve (pending all required paperwork) the following coaches/advisors during the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Ashtin Klingler	Varsity Head Field Hockey Coach	\$2,170.00
Margaret Fessler	Assistant Field Hockey Coach	\$1,570.00
Mark Davis	Boys Head Soccer Coach	\$1,540.00
Shannon Snyder	Girls Head Soccer Coach	\$2,260.00
Scott Kissinger	Girls Assistant Soccer Coach	\$1,390.00
Bridgette Kieffer	Fall Cheerleading Advisor	\$1,450.00
Dana Brown	Marching Band Advisor	\$2,620.00
Cheryl Ibberson	Asst. Marching Band Director	\$2,380.00
Courtlyn Trautman	Band Major Instructor	\$1,605.00
Theresa York	HS OM Advisor	\$1,605.00
Marcy Walshaw-Miller	Elementary OM Advisor	\$ 975.00
Francine Ferster	FFA Advisor	\$2,985.00
Karrie Bowman	FBLA Advisor	\$1,785.00

Michael Buriak	Archery Advisor	\$ 705.00
Dana Brown	Instrumental Director	\$2,530.00
Michael Martz	Varsity Head Wrestling Coach	\$3,280.00
Chuck Johnson	Assistant Wrestling Coach	\$2,560.00
Robert Renn	MS Wrestling Coach	\$2,635.00
Stephen Kelley	Head Boys Basketball Coach	\$2,440.00
Pjay Hunsberger	Asst. Boys Basketball Coach	\$1,750.00
Willard Reed	MS Boys Basketball Coach	\$1,460.00
Brad Williams	MS Boys Basketball Coach	\$1,190.00
Kam Traugh	Head Girls Basketball Coach	\$2,170.00
Lori Hackenberg	Asst. Girls Basketball Coach	\$1,570.00
Willard Reed	MS Girls Basketball Coach	\$1,460.00
Kevin Mace	Varsity Head Boys Baseball Coach	\$2,350.00
Kelly Klinger	Asst. Boys Baseball Coach	\$2,380.00
Chad Latsha	Asst. Boys Baseball Coach	\$1,660.00
Ashtin Klingler	MS Girls Field Hockey	\$1,460.00
Margaret Fessler	MS Girls Field Hockey	\$1,370.00
Dana Brown	Musical Director	\$1,515.00
Cheryl Ibberson	Musical Business Manager	\$2,085.00

4. **2015-2016 Support Personnel Approval**

The administration recommends approval (pending working papers) of the following support personnel for the 2015-2016 school year effective July 1, 2015:

Statistician/Bookkeeper

Amanda Riehl

Kayla Ray

5. **Work Beyond the School Day Approval**

A. Be it recommended that the Board approve work beyond the school day for Lon Balum, High School Guidance Counselor at the Collective Bargaining Agreement rate of \$22.00 per hour for the following hours effective July 1, 2015:

Financial Aid Night parent workshop	3 hours
Keystone Testing planning	27.5 hours
LM Cyber School parent meeting	3 hours

B. Be it recommended that the Board approve work beyond the school day for Jared Haas and Joseph Kahl, Middle High School Technology Education teachers at the Collective Bargaining Agreement rate of \$22.00 per hour for a combined total of 120 hours to repair and refurbish the Technology shop rooms effective July 1, 2016.

C. Be it recommended that the Board approve an additional 380 hours for the two MS/HS guidance counselors at the Collective Bargaining Agreement rate of \$22.00 per hour effective for the 2016-2017 school year.

D. Be it recommended that the Board approve the following personnel for work beyond the school day for summer hours at the LMEA contracted rate of \$22.00 per hour effective for the 2016-2017 school year.

<u>Name</u>	<u>Purpose</u>	<u>Hours</u>
Lori Brown	Study Island	13
Amy Zartman	Study Island	13

E. Be it recommended that the Board approve an additional 25 hours for the MS/HS nurse at the Collective Bargaining Agreement rate of \$22.00 per hour effective for the 2016-2017 school year.

6. **Classified Personnel Approval**

A. The administration recommends approval of the resignation of Lynnette Schadel, teacher aide at the Line Mountain Elementary School effective June 30, 2016.

B. The administration recommends approval of the resignation for the purposes of retirement of Cheryl Schaffner, cafeteria worker at the Line Mountain Middle High School effective June 27, 2016.

C. The administration recommends approval of the employment of Marie Long (pending all required paperwork) as a teacher aide for the Line Mountain School District at a salary of \$8.00 for 6.5 hours per day effective June 29, 2016.

7. **2016-2017 Extended School Year (ESY) Special Education Personnel Approval**

A. The administration recommends approval of the following as ESY Instructors at the collective bargaining agreement rate of \$22.00 per hour. Salary expenses will be paid through the IDEA grant:

<u>Name</u>	<u>Hours</u>	<u>Name</u>	<u>Hours</u>
Heather Troutman	Up to 70 hours	Erin Musser	Up to 70 hours
Christina Lahr	Up to 70 Hours	Sandra Kase	Up to 30 Hours
Peggy Long	Up to 10 Hours		

B. The administration recommends approval of the following ESY classroom aides and ESY personal care aides at their regular hourly pay rates no to exceed 60 hours each. Salary expenses will be paid through the IDEA grant:

<u>Name</u>	<u>Salary</u>	<u>Name</u>	<u>Salary</u>
Vicki Jones	\$13.54	Christine Leader	\$14.87
Gertrude Masser	\$14.87	Lisa Wren	\$11.12
Betty Jean Reiner	\$14.87	Marie Long	\$ 8.00

8. **2016-2017 Substitute Summer Library Program Personnel Approval**
The administration recommends approval of the following substitute personnel (as needed) for the summer library program operating at the Line Mountain Elementary School:

<u>Name</u>	<u>Salary</u>
Beth Reed	\$22.00 per hour as per CBA
Sandy Kase	\$22.00 per hour as per CBA
Marie Long	\$ 7.25 per hour
Connie Savidge	\$ 7.25 per hour

9. **Uncompensated Leave Approval**
The administration recommends approval of uncompensated leave for the following personnel for the 2015-2016 school year:

<u>Name</u>	<u>Dates</u>	<u>Purpose</u>
Jody Rebeck	6/02 to 6/09/16 in addition to 6/13, 15, 17, 20, 22, 24/16	Health
Tammy Wetzel	5/23 to 5/27/16	Travel
Donna Mattern	½ day 5/27 & ½ day 5/31/16	Health
Angelica Lucas	6/24/16	Travel

10. **Substitute Classified Personnel Approval**
The administration recommends approval of the employment of Lana Reed as a substitute cafeteria worker at the hourly substitute rate of \$7.25 effective upon completion of all required paperwork.
- 11 **Classified Staff Hourly Increase Approval**
A. Be it recommended that the Board approve the motion to increase classified staff members at a rate of \$.40 per hour for the 2016-2017 school year.
B. Be it recommended that the Board approve an increase at a rate of \$.40 per hour for Thomas Maisel, sub custodian, effective July 1, 2016.

RECOMMENDED ACTION

That the Board of School Directors
approve the above personnel action.

Moved by Dennis Erdman and seconded by Marlin Yeager, Jr. to approve Item Numbers B1, B2, B3, B4, B5, B6, B7, B8, B9, B10 and B11 and carried by a vote of 8 yes, 0 no and 0 abstentions on roll call vote.

C. POLICY AND PROGRAM

PUBLIC COMMENT – None.

1. **Faculty Conference Approval**
 - A. The administration recommends approval of the following faculty conferences for the 2015-2016 school year as per attached page.
 - B. Be it recommended that the Board approve the following additional faculty conference for the 2015-2016 school year as per attached page for the following employee:
 - Francine Ferster for the 2016 PA Association of Agriculture Educators Summer Conference in Middleburg, PA at a cost of \$433.48
2. **Field Trips Approval**

The administration recommends approval of the following field trips for the 2015-2016 school year as per attached page.
3. **First Reading of Policies:**

Be it recommended to approve first reading of the following policies:

 - 001, Name and Classification, as per attached pages.
 - 105, Curriculum Development, as per attached pages.
 - 808, Food Services, as per attached pages.
 - 827, Conflict of Interest, as per attached pages.
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4. **School District Volunteer Groups Approval**

Be it recommended that the Board approve the following booster clubs as sanctioned school district volunteer groups for the 2016-2017 school year.

Line Mountain Technical Education Boosters
Line Mountain Archery Boosters
5. **Meadows Psychiatric Center Agreement Approval**

Be it recommended that the Board approve a Letter of Agreement with The Meadows Psychiatric Center, Centre Hall, PA at a rate of \$60.00 per day for educational services if needed for the 2016-2017 school year and authorize the superintendent to execute the agreement as per attached page.
6. **SAP Agreement Letter Approval**

Be it recommended that the Board approve the letter of agreement between the Line Mountain school District and the Northumberland County Behavior and Intellectual/Development Services to provide services for the Student Assistance Program for the 2016-2017 school year and to authorize the superintendent to execute the agreement as per attached pages.

7. **Extended School Year (ESY) Program Approval**

The administration recommends approval to conduct the Special Education Extended School Program (ESY) from July 18, 2016 through August 4, 2016 on Tuesdays, Wednesdays, and Thursdays from 8:00AM until 3:00PM at the Line Mountain Elementary School and Line Mountain Middle High School. Salaries and transportation expenses will be paid through the IDEA grant.

RECOMMENDED ACTION

That the Board of School Directors approve the above policy and program action.

Moved by Marlin Yeager, Jr. and seconded by Ronald Neidig to approve Item Numbers C1, C2, C3, C4, C5, C6 and C7 and carried by a vote of 8 yes, 0 no and 0 abstentions on roll call vote

IX. Public Comment – None.

Board Comment:

Solicitor Richard Roberts announced there was an executive session prior to tonight's meeting to discuss collective bargaining issues.

Lauren Hackenburg commented on the trauma care training she is currently undertaking. Line Mountain professional staff will be the first school district to be participating in the trauma care training, which will eventually be a requirement of school district staff.

Dennis Erdman, on behalf of the Board, thanked Cinda Grimm and Cheryl Schaffner for their years of service to the District.

X. Motion to Adjourn:

There being no further business to be brought before the Board, Dennis Erdman made the motion and Lauren Hackenburg seconded the motion to adjourn the meeting at 7:17 PM.

Respectfully submitted,

Patty Troutman
Board Secretary