

EATON BOARD OF EDUCATION REGULAR MEETING
Hollingsworth East Elementary School Cafeteria
May 14, 2018
6:00 p.m.

I. Opening of the Meeting

A. Call to order – Vice President

B. Roll Call

C. Pledge of Allegiance

D. Recognition of Students

The Eaton Board of Education and Administration wishes to congratulate all students who participated in academic contests and commend them on their outstanding performances and representation of Eaton Community Schools.

Whereas the Board and Administration wishes to recognize the Eaton High School FFA chapter for being a Gold Rated Chapter.

Furthermore, the Board and Administration wishes to recognize the following teams and individuals for their accomplishments at the Ohio State FFA Convention;

Trent Broermann – 1st place in Forage Crop Proficiency

Andrew Brooks – 3rd place in Agricultural Sales Proficiency

Grain Merchandising Team – 1st place: Katelyn Niehaus, Kendale Hamilton, Rebecca Wright, Trent Broermann, Andrew Brooks.

Grain Merchandising Individuals: Katelyn Niehaus – 1st place; Kendal Hamilton – 3rd place; Rebecca Wright – 8th place; Trent Broermann – 18th place.

Gold Rated Officer Books: Blake Whitesell – Treasurer, Arica Hamilton – Reporter, Trent Broermann – Secretary.

Greenhand Quiz Team – 10th Place: Mallory Deaton, Kendal Hamilton, Ella Bruce, Dawson Brubaker.

Agricultural Issues Team – 5th Place: Katelyn Niehaus, Andrew Brooks, Mallory Deaton, Jacob McIntosh, Spencer Hunt, Dawson Brubaker, Kendal Hamilton.

State FFA Degree recipients – Andrew Brooks and Arica Hamilton.

Congratulations!

E. Recognition of Employee Achievement

The Eaton Board of Education and Administration wishes to recognize the following educators who have completed the Resident Educator Program, and commend them on their dedication to the educational process:

Amy Stevens-Arend
Carolyn Bulach
Emily Dumler
Joseph Ferriell
Nathan Islamovsky
Kaitlin Lawson
Allyson Luther
Samantha Torrey

Congratulations!

F. Recognition of Visitors

1. Lisa White, Flag Corps Advisor, to discuss the Colorguard program and a presentation by Colorguard members.
2. Mike Halderman, parent, to discuss school safety.

G. Executive Session

To discuss the employment of a public official or employee.

Motion by _____, second by _____ to convene executive session.

Beeghly___ Durham ___ Noble ___ Parks___ Pool ___

Vice President declares motion _____.

Vice President convenes executive session at _____ p.m.

Vice President resumes open session at _____ p.m.

II. Treasurer's Business – Rachel Tait

ADOPTION OF CONSENT AGENDA ITEM – FINANCIAL

Action by the Board of Education in "Adoption of Consent Agenda Item" at this point of the agenda means that item A is adopted by one single motion unless a member of the Board, the Superintendent, or the Treasurer requests that any such item be removed from the "Consent Agenda Items" and voted on separately.

A. The Treasurer recommends approval of the following:

1. Approve minutes of the April 9, 2018 Special Board Meeting.
2. Approve minutes of the April 9, 2018 Regular Board Meeting.
3. Approve minutes of the April 25, 2018 Special Board Meeting.
4. Submission of Warrants for March and April.
5. Submission of Financial Report for March and April.
6. Submission of Investment Report for March and April.
7. Approve FY18 Supplemental Appropriations by Fund.
8. Approve FY18 revised Five Year Forecast.
9. Return advance in the amount of \$60,000.00 from Food Service 006-0000 to General Fund 001-0000.
10. Return advance in the amount of \$60,000.00 from Athletics 300-9500 to General Fund 001-0000.
11. Approve Then and Now purchase order to Sinclair Community College in the amount of \$3,108.57.
12. Approve agreement with Hunter Consulting Company, through Southwestern Ohio Educational Purchasing Council Group Program for Ohio Worker's Compensation and Unemployment Compensation. This fee will not exceed \$870.00 for June 1, 2018 through May 31, 2019.

Motion by _____, seconded by _____

Discussion

Beeghly ____ Durham ____ Parks ____ Pool ____ Noble ____

Vice President declares motion _____.

III. Reports

A. Miami Valley Career Technology Center Report – Terry Parks

B. Parks and Recreation Board Report – Darrell Durham

C. Superintendent Report – Dr. Barbara Curry

D. Other Reports

IV. Old Business

V. New Business

ADOPTION OF CONSENT AGENDA ITEMS - PERSONNEL

Action by the Board of Education in “Adoption of Consent Agenda Items” at this point of the agenda means that items A through N are adopted by one single motion unless a member of the Board, the Superintendent, or the Treasurer requests that any such item be removed from the “Consent Agenda Items” and voted on separately.

A. Resignations and Retirement

The Administration recommends the following resignations and retirement.

1. Teresa Grant, Teacher, resignation for the purpose of retirement, effective May 25, 2018.
2. Deanna Hicks, 1st Grade Level Leader, ½ stipend, effective June 30, 2018.
3. Art Smith, substitute bus driver, resignation effective April 10, 2018.

B. Employment – Administrative Contract

The Administration recommends approval of Joseph Mergler as the East Elementary Principal on a two year limited contract, July 1, 2018 to June 30, 2020. Salary and duties per Board Policy, Administrative Rules and Regulations, and all applicable state and local requirements.

C. Employment of Consultant

The Administration recommends the employment of Joseph Mergler as a Consultant on a limited contract beginning June 1, 2018 and ending June 30, 2018, for up to ten (10) days to attend gifted training.

D. Amend Administrative Employee Handbook

The Administration recommends approval to amend the Salary and Fringe Benefits Handbook pertaining to the Assistant Superintendent, Principals, Assistant Principal, Directors, Psychologist, to reflect the benefits for Joseph Mergler.

E. Extended School Year Tutors

The Administration recommends approval of 3 Extended School Year tutors to provide extended school year services to qualified special education students to be paid at a rate of \$20.00 an hour not to exceed 20 hours per employee for summer instruction.

F. Japanese Services

The Administration recommends approval of contracting with Megumi Wedig, at a cost of \$225.00, to complete the interpreter services for testing of Japanese students at Bruce Elementary, retroactive to May 4, 2018.

G. Employment – Certificated Staff Supplemental Contracts

The Administration recommends the following supplemental contracts for the 2018-2019 school year. Salary and duties per Board Policy, Negotiated Agreement, Administrative Rules and Regulations, and any applicable state requirements.

1. William Aukerman, Assistant Swim Coach
2. Kristina Fiemeyer, 1st Grade Level Leader, ½ stipend
3. Nathan Islamovsky, High School Assistant Wrestling – ½ stipend
4. Amanda Jerdon, 8th Grade Volleyball
5. Jennifer Jones, Honor Society Advisor – MS, ½ stipend
6. Kaitlin Lawson, 5th Grade Level Leader, ½ stipend
7. Michelle Moore, Assistant Drama Director, ½ stipend (spring)
8. Donele Rice, Assistant Peer Counselor Advisor

H. Employment – Non-certificated Staff Extracurricular Positions

The following positions have been posted and neither an employee of the district holding an educator license, who meets all of the Board's qualifications, nor a nonemployee of the district holding an educator license, who meets all of the Board's qualifications, has applied for, been offered, or accepted the position. The Administration recommends the employment of these nominees on one-year limited contracts for the 2018-2019 school year, or as noted, contingent upon completion of all state and local requirements. Salary and duties per Board Policy, Negotiated Agreement, and Administrative Rules and Regulations.

1. Mark Silvers, Assistant Cross Country Coordinator
2. Nan Silvers, Program Assistant Cross Country – Class VII
3. Austin Fudge, High School Assistant Football – ½ stipend
4. Tommy Jones, High School Assistant Football – ½ stipend
5. Clint Buffenbarger, High School Assistant Football – ½ stipend
6. Chad Lee, High School Assistant Football – ½ stipend
7. Robbie Sams, Football – Middle School
8. Hope Burrell, Varsity Cheerleader Advisor (Football)
9. Sasha Owens, Reserve Cheerleader Advisor (Football)
10. Tiffany Baker, 8th Grade Cheerleader Advisor (Football)
11. Tiffany Baker, 7th Grade Cheerleader Advisor (Football)
12. Tiffany Baker 8th Grade Cheerleader Advisor (Basketball)
13. Tiffany Baker 7th Grade Cheerleader Advisor (Basketball)

14. Paige Harper, Cheer Advisor – Competition
15. Randy Titkemeyer, Varsity Golf
16. Tim Appledorn, Reserve Golf
17. Matt Money, Varsity Boys Soccer
18. Christopher Briley, Reserve Boys Soccer – ½ stipend
19. Andrew Bergeron, Reserve Boys Soccer – ½ stipend
20. Michael Bacher, Varsity Girls Soccer
21. Kevin Schaeffer, Reserve Girls Soccer
22. John Hitchcock, Varsity Girls Tennis
23. Parker Fields, Varsity Volleyball
24. Gerald Cornett, Reserve Volleyball
25. Amanda Meckstroth, 7th Grade Volleyball
26. Alex Prater, Varsity Boys Basketball
27. David Honhart, Varsity Girls Basketball
28. Kajsa Ruebush, Varsity Swim
29. Mark Silvers, Varsity Wrestling
30. Bo Maggard, High School Assistant Wrestling – ½ stipend

I. Employment – Certificated Staff – Substitute Teachers/Tutors as Certified by the Preble County Educational Service Center

The Administration recommends approval of the following substitute teachers/home instruction tutors for the 2017-2018 school year, as certified by the Preble County Educational Service Center.

1. Jake Foster
2. Karen Hamilton

J. Employment of Non-certificated Substitutes

The Administration recommends employment of the following personnel for the 2018-2019 school year. Employment contingent upon certification (if necessary), criminal record check, and all other state and local requirements. Salary and duties per Board Policy and Administrative Rules and Regulations with no fringe benefits.

Substitute Educational Aides

1. Martha Allen
2. Erin Chapin

3. Sarah Clabaugh
4. Marcia Durham
5. Kathleen Erbaugh
6. Karen Hamilton
7. Susan Kiracofe
8. Cindy Kuehlthau
9. Tia Webb
10. Kesha Yuppa

Substitute Health and Educational Aides

1. Paula Connerley
2. Donna Deaton
3. Susan Kiracofe
4. Mileah Miller

Substitute Bus Drivers

1. Stacey Bair
2. Jeffrey Barney
3. Eric McCloud
4. Tammy Rigsby

Substitute Cafeteria Workers

1. Ruth Biggs
2. Erin Chapin
3. Glenda Gunsalus
4. Stephanie Jennings
5. Ann Murray

Substitute Custodians

1. Glenda Gunsalus
2. Stephanie Jennings
3. Corey Mowen
4. Tammy Rigsby
5. Gary Shepherd
6. Suzanne Stephen
7. James VanWinkle

Substitute Secretaries

1. Sarah Clabuagh
2. Gwen Durham
3. Marcia Durham
4. Kathleen Erbaugh
5. Karen Hamilton
6. Cindy Kuehlthau
7. Brenda McCloud
8. Ann Murray
9. Janice Wentzell

L. Employment – Temporary Positions

The Administration recommends the following as temporary summer workers, contingent upon completion of all state and local requirements for employment.

1. Technology helpers, at a rate of \$13.75 per hour, not to exceed 40 hours per week, for a maximum of 156 hours; as needed from May 29, 2018 through August 10, 2018.
 - a. William Aukerman
 - b. Debra Finfrock
 - c. Beverly Richardson
 - d. Emily Schaeffer
2. Maintenance helper, at a rate of \$13.75 per hour, not to exceed 40 hours per week, for a maximum of 12 weeks; as needed from May 29, 2018 through August 10, 2018.
 - a. Randall Pearson
3. Custodian helpers, at a rate of \$13.75 per hour, not to exceed 40 hours per week, for a maximum of 12 weeks; as needed from May 29, 2018 through August 10, 2018.
 - a. Sherry Hood
 - b. Stephanie Jennings
 - c. Belinda Moormeier
 - d. Janice Wentzell
4. Transportation helper, at a rate of \$13.75 per hour, not to exceed 40 hours per week, for a maximum of 12 weeks; as needed from May 29, 2018 through July 27, 2018.
 - a. Darrell Bryant
5. Transportation/Maintenance/Custodial helper, at a rate of \$13.75 per hour, not to exceed 40 hours per week, for a maximum of 12 weeks; as needed from May 29, 2018 through August 10, 2018.
 - a. Eric McCloud

M. Volunteers

The Administration recommends approval of the following volunteers for the 2017-2018 school year, contingent upon completion of all state and local requirements, including criminal background check if necessary.

1. Bryan Deacon, Volunteer Flag Corps Advisor
2. Kelley Deacon, Volunteer Flag Corps Advisor

N. Volunteers

The Administration recommends approval of the following volunteers for the 2018-2019 school year, contingent upon completion of all state and local requirements, including criminal background check if necessary.

1. Paige Harper, Volunteer Cheerleading Coach
2. Christina Koeller, Volunteer Cheerleading Coach

3. Eric Mendenhall, Volunteer Cheerleading Coach
4. Douglas Mize, Volunteer Girls Basketball Coach
5. Wes Monebrake, Volunteer Wrestling Coach
6. Shawn Murphy, Volunteer Girls Basketball Coach
7. Micki Sittloh, Volunteer Volleyball Coach
8. Allison Thompson, Volunteer Girls Soccer Coach

O. Create and Post Position

The Administration recommends creating and posting the following non-certificated position for the 2018-2019 school year. Salary and benefits to be paid in accordance with board policy and negotiated agreement.

1. One (1) Educational Aide Position

Motion by _____, seconded by _____

Discussion

Beeghly___ Durham ___ Parks ___ Pool ___ Noble___

Vice President declares motion _____.

ADOPTION OF CONSENT AGENDA ITEMS - ADMINISTRATIVE

Action by the Board of Education in “Adoption of Consent Agenda Items” at this point of the agenda means that items O through JJ are adopted by one single motion unless a member of the Board, the Superintendent, or the Treasurer requests that any such item be removed from the “Consent Agenda Items” and voted on separately.

P. Resolution

The Administration recommends approval of the resolution opposing HB 512;

WHEREAS, the Ohio House of Representatives is currently considering legislation that would consolidate the Ohio Department of Education, the Ohio Department of Higher Education, and the Governor’s Office of Workforce Transformation into a new state agency called the Department of Learning and Achievement; and

WHEREAS, the proposal transfers nearly all the duties and authority of the State Board of Education and the Superintendent of Public Instruction to the new state agency; and

WHEREAS, this proposal was drafted without the input of students, parents, educators, administrators, schools, school districts, superintendents and board members, all of whom would be negatively affected by the bill; and

WHEREAS, this legislation creates an environment in which the unique needs of students, educators, parents, and school districts will be lost within an expanded bureaucracy, and the role and authority of the elected members of the State Board of Education would be undermined by stripping it of nearly all its duties; and

WHEREAS, supporters of the bill cite a lack of communication among state education agencies as the key source of Ohio's education problems, but effective collaboration and cooperation is already occurring, and each school district strives to effectively prepare its students for college or a career; and

WHEREAS, important decisions on topics like school funding, graduation requirements, report cards, and state assessments would be made by politically appointed, unelected staff with little to no accountability and under a process with almost no public input; and

WHEREAS, public education is at its best when the interests of the people are served through publicly elected boards, and the State Board of Education is no exception; and

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED, that the Eaton Community School Board of Education does express its opposition to this legislation, HB 512; and

BE IT FURTHER RESOLVED that the Treasurer be directed to spread this resolution upon the minutes of the Board of Education and that copies of the resolution be forwarded to members of the Ohio House of Representatives and the Ohio Senate.

Q. Memorandum of Understanding

The Administration recommends approval of the Memorandum of Understanding between the Board of Education of Eaton Community Schools and the Eaton Classroom Teachers Association for a Fall Athletic Study Table Monitor and a Winter Athletic Study Table Monitor (Attachment A).

R. Memorandum of Understanding

The Administration recommends approval of the Memorandum of Understanding between the Board of Education of Eaton Community Schools and the Eaton Classroom Teachers Association for a Tri-Hi-Y Advisor (Attachment B).

S. Memorandum of Understanding

The Administration recommends approval of the Memorandum of Understanding between the Board of Education of Eaton Community Schools and the Eaton Classroom Teachers Association for tuition reimbursement and stipends for gifted training (Attachment C).

T. Memorandum of Understanding with Indiana Wesleyan University

The Administration recommends approval of the Memorandum of Understanding between Indiana Wesleyan University and the Eaton Community City School District for the placement of field experience/practicum/student teaching (Attachment D)

U. Elementary Summer School

The Administration recommends the employment of eight (8) staff members and one (1) program coordinator for the East Summer School “Jump Start,” which runs from July 23, 2018 through August 3, 2018, Monday through Thursday and one field trip Friday. Staff will be paid \$100.00 a day for 9 days and the coordinator will be paid an additional \$100.00 for pre and post summer school work. A total cost of \$8,200.00 will be paid with grant funds.

V. Summer Credit Recovery Program

The Administration recommends approval of the Summer Credit Recover Program for high school students in grades 9-12. The program will run from May 31, 2018 through June 30, 2018, Tuesdays and Thursdays. Staffing will include one (1) staff member, to be paid \$100.00 per day with duties including planning, supervision, instruction, and test administration. Students who participate will be charged a licensing fee of \$100.00.

W. Annual Membership with the Ohio High School Athletic Association

The Administration recommends approval of the resolution authorizing the 2018-2019 membership in the Ohio High School Athletic Association.

WHEREAS, the Eaton Community City School District, 306 Eaton Lewisburg Rd., Eaton, Ohio 45320, Preble County, Ohio has satisfied all the requirements for membership in the Ohio High School Athletic Association, a voluntary unincorporated association not-for-profit; and

WHEREAS, the Board of Education/Governing Board (“Board”) and its Administration desire for the schools with one or more grades at the 7-12 grade level under their jurisdiction to be voluntary members of the OHSAA;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION/GOVERNING BOARD that Eaton Middle School and Eaton High School do hereby voluntarily renew membership in the OHSAA and that in doing so, the Constitution, Bylaws and Business Rules of the OHSAA are hereby adopted by this Board as and for its own minimum student-athlete eligibility requirements. Notwithstanding the foregoing, the Board reserves the right to raise the student-athlete eligibility standards as it deems appropriate for the schools and students under its jurisdiction; and

BE IT FURTHER RESOLVED that the schools under this Board’s jurisdiction agree to conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, Business Rules, interpretations and decisions of the OHSAA and to cooperate fully and timely with the Executive Director’s Office of the OHSAA in all matters related to the interscholastic athletic programs of the schools. Furthermore, the schools under this Board’s jurisdiction shall be the

primary enforcers of the OHSA Constitution, Bylaws, Sports Regulations, Business Rules and the interpretations and rulings rendered by the Executive Director's Office. The administrative heads of these schools understand that failure to discharge the duty of primary enforcement may result in fines, removal from tournaments, suspension from membership and/or other such penalties as prescribed in Bylaw 11.

X. Agreement with eSpark Learning

The Administration recommends approval of a 3 year agreement with eSpark Learning at a cost of \$44,000.00, to be paid each year for digital eSpark Reading. This cost will be paid with grant funds.

Y. Agreement with Butler County Educational Service Center

The Administration recommends approval of the agreement with Butler County Educational Service Center for their Head Start Program for the 2018-2019 school year (Attachment E).

Z. Textbook Adoption

The Administration recommends the adoption of the following Science materials for the 2018-2019 school year.

1. ScienceFusion published by Houghton Mifflin 2017 for grades 6-8 Science beginning in the 2018-2019 school year.
2. Fundamentals of Anatomy and Physiology published by Pearson 2017 for grades 11-12 Anatomy and Physiology.
3. Biology published by Pearson 2019 for grade 10 biology.
4. Biology in Focus published by Pearson 2017 for grade 10 Honors Biology.
5. Physical Science with Earth Science published by McGraw/Hill 2012 for grade 9 Physical Science.
6. Fundamentals of Physics 10th ed. published by Wiley and Sons, Inc. 2013 for grades 11/12 Physics.
7. Chemistry, Zumdahl, Zumdahl, DeCoste 10th ed. published by Langage 2018 for grades 10-12 Chemistry I and II.
8. Botany: Plants, People, and the Environment published by Berg (Thomson Brooks/Cole) 2008 for grades 11/12 Botony.
9. 3 year agreement with Kids Discover for grade 3 science.
10. Sciencesaurus Student Handbook published by Houghton Mifflin Hardcourt 2014 for grades 4-5 Science.

AA. School Breakfast and Lunch Programs

The Administration recommends approval to participate in the government school breakfast and school lunch programs for the 2018-2019 school year.

BB. School Breakfast and Lunch Prices

The Administration recommends the following school breakfast and lunch prices for the 2018-2019 school year.

Breakfast grades K-5	\$2.00
Breakfast grades 6-12	\$2.10
Lunch grades K-5	\$2.75
Lunch grades 6-12	\$3.10

CC. Alternate School Food Authority Agreement

The Administration recommends approval of the Alternate School Food Authority Agreement between the Eaton Community City School District and the Preble County Educational Service Center for the 2018-2019 school year (Attachment F).

DD. Section 504 Policies and Procedures

The Administration recommends approval of implementation of Section 504 of the rehabilitation Act of 1973 during the 2018-2019 school year.

EE. Tentative Graduation List for 2018

The Administration recommends approval of the tentative list of graduates for the class of 2018 (Attachment G).

Graduation will be held Sunday, June 3, 2018 at 2:00 p.m. at 93 Millett Hall, Oxford, Ohio. Participation in the graduation ceremony is contingent upon meeting all state and locally adopted requirements. The high school principal is authorized to remove from the graduation list any student who fails to meet those requirements. The final list of graduates will be approved in July.

FF. Amend Board Meeting Date

The Administration recommends amending the date of the August 2018 board meeting from Monday, August 13, 2018 to Thursday, August 9, 2018.

GG. Overnight Student Travel

The Administration recommends approval of the following overnight student travel.

1. Eaton FFA students and advisor to the Ohio FFA State Convention, Columbus, Ohio, retroactive to May 3-4, 2018.

HH. Out-of-State Student Travel

The Administration recommends approval of the following out-of-state student travel.

1. Girls Basketball team and coaches to Ball State Women's Basketball Shootout, Ball State University, Muncie, Indiana, June 15, 2018.

II. Athletic Camp

The Administration recommends approval for the following athletic camp.

1. High School Varsity Cheerleading Choreography Camp, August 1-2, 2018, provided by V!ROC.
2. Youth Golf Camp, grades 3-12, May 29, 2018 through June 21, 2018.
3. Youth Football Camp, Grades 3-8, June 4, 2018 through June 7, 2018.
4. Youth Girls Basketball Camp, Grades 2-8, June 11, 2018 through June 14, 2018.
5. Youth Boys Soccer Camp, Grades 4-8, June 11, 2018 through June 14, 2018.
6. Youth Tennis Camp, Grades 3-8, June 4, 2018 through June 8, 2018.
7. Youth Volleyball Camp, Grades 3-8, June 18, 2018 through June 21, 2018.
8. Youth Boys Basketball, Grades 3-8, June 25, 2018 through June 28, 2018.
9. Youth Girls Soccer, Grades 4-8, June 18, 2018 through June 20, 2018.

JJ. Obsolete Items

The Administration recommends approval to declare certain items as obsolete and to dispose of them accordingly.

1. Scotsman Ice Maker, tag number 013501, Park Avenue Athletic Field.
2. 1994 Blue Bird TC2000, handicap bus, VIN number 1BAAHCSA5RF060347, tag number 012385, Transportation Department.
3. 1997 Ford Club Wagon, VIN number 1FMEE11L8VHB95761, tag number 04249, Transportation Department.

KK. Donations

The Administration recommends acceptance of the following donations.

1. From the following individuals and businesses to Eaton High School for AP Government,
 - a. Joe Renner
 - b. Mary Bullen
 - c. Jill Hittle, Attorney
 - d. Michael Murphy Insurance
 - e. William Clayton
2. From the following businesses and individuals for the Senior Citizens Lunch:
 - a. Steven Shafer
 - b. Hewitt Ross Dental
 - c. O'Reilly Auto Parts
 - d. Eaton Place
 - e. Eaton Floral
 - f. David Biggs Insurance
 - g. Walmart
3. From Personal Touch, three (3) ring binders, for district use.
4. From Richmond Japanese School, books for Bruce Elementary Library and East Elementary Library.

Motion by _____, seconded by _____

Discussion

Beeghly___ Durham ___ Parks ___ Pool ___ Noble___

Vice President declares motion _____.

LL.Executive Session (if necessary)

Motion by _____, second by _____to convene executive session.

Beeghly___ Durham ___ Noble ___ Parks___ Pool ___

Vice President declares motion _____.

Vice President convenes executive session at _____ p.m.

Vice President resumes open session at _____ p.m.

VI. Adjournment

Motion by _____, seconded by _____ to adjourn the meeting.

Discussion

Beeghly___ Durham ___ Noble ___ Parks___ Pool ___

Vice President declares motion _____.

Vice President adjourns meeting at _____ p.m.