

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_



Wednesday, June 14, 2017  
Regular Meeting  
7:00 pm

RIPLEY UNION LEWIS HUNTINGTON  
LOCAL SCHOOL DISTRICT BOARD MEETING  
1317 S. Second St.  
Ripley, Ohio

**1. Welcome/Opening**

**Subject** A. Roll Call  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 1. Welcome/ Opening  
**Access** Public  
**Type** Procedural  
Yea - Mr. Cluxton (arrived 7:09)  
Yea - Mrs. Huff  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

Also in attendance was Dr. Linda Naylor- Superintendent, Jeff Rowley-Treasurer, Sgt Major Otis Kokensparger, Melody Kokensparger, Mike Scanlan, Pam Fannin, Michelle Rau, Mr. James Wilkins, and numerous students, and guest

**Subject** B. Pledge of Allegiance  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 1. Welcome/Opening  
**Access** Public  
**Type** Procedural

"I pledge allegiance to the flag of the United States of America,  
and to the republic for which it stands, one nation under God,  
indivisible, with liberty and justice for all."

**2. Public Comments/Visitors**

**Subject** A. Public Comments  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 2. Public Comments /Visitors  
**Access** Public  
**Type** Information  
None were noted.

File Attachments  
Public Participation at Board Meetings (1).pdf (65 KB)

**3. Call for additions or deletions to Agenda**

**Subject** A. Additions to the Agenda  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 3. Call for additions or deletions to Agenda

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Access Public

Type Action

Recommended Action (Resol. #06-17-214) Mr. Sims made a motion, and Mrs. Huff seconded the motion to add the following items to the meeting agenda as recommended by the superintendent:

- Under Administrative Advisory, to add the approval of the MOU with the RULHEA that changes the number of extended days for the Middle and High School music teachers.

- After the Executive Session to add as an Administrative Advisory item the approval of the Administrative and Confidential Salary Schedules for the 17-18, 18-19, and 19-20 school years.

n/a - Mr. Cluxton      Yea - 4 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

#### 4. Superintendent's Report

Subject A. Recognition of retirement of Sgt Mjr Kokensparger

Meeting Jun 14, 2017 - Regular Meeting

Category 4. Superintendent's Report

Access Public

Type Information

Following a farewell reception prior to this evening's meeting, Dr. Linda Naylor on behalf of the board and the entire District, recognized Sgt. Major Otis Kokensparger for his years of service to the district and specifically his service to the students of the Marine Corps Jr. ROTC program. Sgt. Major is retiring after 15 years of service as the MCJROTC Instructor at the end of June. He will be greatly missed by the RULH school community.

Subject B. Student Recognition

Meeting Jun 14, 2017 - Regular Meeting

Category 4. Superintendent's Report

Access Public

Type Information, Recognition

The board recognized several students for their performance in various education and extracurricular activities over the past year as part of the RULH School District.

The following students were recognized for outstanding work in the Art Show: Joshlyn Boone, Jayceon McGill, Keegan Macleod, Spencer Fisher, Anna Woods, Anshika Singh, Shade Kendrick, Chase Graham, Journey Salisbury, Harper Brown, Aaliyah Baker, Kinley Rigdon, Madison Steelman, Trinity Franklin, Autumn Graves, Hannah Hauke, Owen Kirk, Jayden White, Reese Brown, Hailey Pollock, Judah Jones, Casie Turner, Kelsey Glover, Lillian Gray, Olivia May, Grace Adams, Lindsey Mays, Brooke Sims, Lexi Padgett, Kenlee Finn, Jersey Fulton, Makenna Scott, Taylor Fowler, Gregory Crago, Kyndall Price, Mahayla Dragoo, Maci Hartz, Jaxson Plum, Gracie Himes, and Brittany Redden.

The following JROTC cadets were recognized for their performance at the Raider Competition at Morehead State University: Squad Drill Team - 1st place - Dalton Applegate, Joseph Blum, Selina Cummins, Travis Flannery, Jack Love, MacKenzie McMillion, Nicole Mock, Dallas Smith, and Shanee Weatherspoon. Obstacle Course Team - 2nd Place - Matthew Akers, Clinton Bartley, Landon Dearing, Brian Dunn, Justin Garrison, Ethan Phillips, Chris Reuss, Noah Rowley, Jonathon Smith, and Charity York. Color Guard Team - 5th Place - Joseph Blum, Jacob Castle, Jack Love, and Dallas Smith.

The following students were recognized for their performance at the state level FCCLA Convention: Earning Gold - Carlee Daulton, Haylee King, Charisma Lee, Katelyn Miller, Grace Mitchell, Andrea Preston, and Destini Stewart. Earning Gold and National - Brianna Phillips and Shelby Smith.

There were two students recognized for their performance at the state FFA Convention: Sarah Bolar - State Degree, and Derick Jones - Gold Treasurer's Book

Subject C. Annual Food Service Program Update

Meeting Jun 14, 2017 - Regular Meeting

Category 4. Superintendent's Report

Access Public

Type Information

The Child and Food Nutrition Program Director will give the annual presentation on the District Food Service Program

TO: R-U-L-H Board of Education

From: Michele Rau, Child Nutrition Director

Re: 2016-2017 Food Service Report

Date: June 14, 2017

#### A. Farm to School Initiative

1. The Ohio Farm to School Initiative is part of the USDA national network. Ohio's Farm to School Initiative provides youth, pre-K through college, with access to nutritious meals while supporting local farmers and communities. This program is intended to provide children with fresh, locally grown or raised food, and to

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educate them about many aspects of agriculture and their community.

- a. Mrs. Schelling's Greenhouse class was able to grow two crops of fresh romaine which provided 2 days of a fresh green vegetable to the high school cafeteria on two separate occasions. During the 2017-2018 school year a larger greenhouse will be built in the fall of 2017. So it is my hope that the Agriculture education classes can start a growing cycle to produce the romaine and tomatoes on a more regular bases for the school foodservice program and evidently provided produce for all three buildings.
- b. Mrs. Rau's Culinary Essentials course conducted internships at the Ripley Tortilla Factory. Through this process the students who participated in the program learn the value of using locally grown products and preparing nutritious meal alternatives for their community. This effort allowed us to serve locally produced whole grain tortillas in the high school cafeteria twice during the Spring of 2017 school year. The goal is to continue this opportunity for students during the 2017-2018 school year and to provide the local tortillas in the high school cafeteria and eventually the other two buildings. This initiative allowed use to network in or community to provide fresh local products and provided educational opportunities for RULH students. This Farm to Plate Initiative will also provide an opportunity for the Greenhouse to provide fresh produce and herbs to local businesses.

**B. School Breakfast and Lunch Program Compliance/Meal Components and Nutrition Standards of a la carte food and beverages sales: Smart Snacks in Schools**

1. Approve NSLP Breakfast meal Components RULH School District for the 2017-2018 school year.
  - a. See Google docs Breakfast/Lunch Components.
2. Approve NSLP Lunch meal Components for RULH School District for the 2017-2018 school year.
  - a. See Google docs Breakfast/Lunch Components.
  - b. Upcoming policy changes from USDA include flavored milks can be 1%, optional whole grain waiver, and sodium level remains at current level and does not progress to the next tier reduction. (See Sonny Perdue, Secretary of Agriculture Proclamation statement)
3. Approve NSLP Nutritional Standards of a la carte food and beverage and Smart Snacks sold in school for 2017-2018 school year.
  - a. See Google docs Smart Snack guidelines.

**C. 2016-2017 Administrative Review of RULH Child Nutrition Program**

1. ODE audited and reviewed RULH Child Nutrition/Food Service Operations during the Spring of 2017. The following categories were reviewed for compliance. (see Google Doc. for Administrative Review checklist, I have provided the categories that were reviewed below). This rigorous process occurs every 3 years under the new guidelines set forth by USDA for NSLP programs. RULH Elementary school was selected as the cafeteria for the onsite part of the review process.

100-Certification of Benefits  
 200-Verification  
 300-Meal Counting and Claiming  
 800-Civil Rights  
 900-SFA On Site Monitoring  
 1000-Local Wellness Policy  
 1100-Smart Snacks  
 1200-Professional Standards  
 1400- Food Safety  
 1600-School Breakfast and SFSP Outreach  
 \*Meal Component and Quantities (Menus, production, Compliance worksheets, CN labels, Nutrition Facts, Signage)

2. Findings and results:

*100-Certification of Benefits*-Some student's eligibility status was not properly transferred to POS system. Some student/family eligibility were incorrectly determined and some application were approved using inappropriate conversion factors. This most likely was caused by a software issue. Corrective action was to change to a more reliable software company and to manually check all application processed.

*200-Verification*-Three families did not provide appropriate or complete information for verification. This issue was corrected by contacting families discussed during on-site review and request additional documentation. We sent results letter and change status as needed. Upload results letter to CRRS. The verification report submitted had information that was not accurate do to the fact that we over verified more than the system number required...reason for this error was because we added applications to the list that provided no income source. This issue was corrected by assuring that the verification manual will be reviewed each year prior to verification. To check for to changes in the way that verification process takes place every year and only use the required verification number.

*300-Meal Counting and Claiming*-PreK-1 meal counts were being taken by the teachers in the classroom prior to meal service then entered into the POS system after the students ate. There was no POS counting occurring. This issue was corrected by the cashier by taking meal counts at the point of service. Use alphabetical count sheets developed during on-site review and uploading two weeks of count sheets as evidence that this practiced was put into place.

*800-Civil Rights*-Correct statement was on all documents and website except verification results letters had outdated non-discrimination statement. Corrected by revision to verification letter.

3. All other areas of the review required no corrective action and received a compliant rating. ODE reviewers were very impressed with our School Wellness Policy and the overall operations of the elementary school cafeteria. All issues identified in #2 from the review were corrected.

**D. Professional Standards for School Nutrition Professionals**

1. Approve Requirements for School Nutrition Professionals for 2017-2018 set forth by NSLP:
  - a. At least 8 hours of food safety training is required either not more than five years prior to their starting date

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- or completed 30 days of the employee's start date
- b. Directors: at least 12 hours of annual continuing education. This in addition to the food safety training.
- c. Managers: 10 hours of annual continuing education.
- d. All other staff: at least 6 hours of annual continuing education
- e. Part-Time Staff: Each year 4 hours of annual continuing education, regardless of the number of hours worked (<20 hours week). This would include cashiers and subs.

**E. Policies**

- 1. The Wellness Policy was updated and revised in January of 2016. The RULH Wellness Policy was reviewed during the Foodservice Administrative Review Audit in the Spring of 2017. Our Wellness Policy as well as the evaluation tools and other components available on the school website received an excellent verbal rating by the reviewers from ODE and did not require any corrective action.
  - a. 2016-2017 School Wellness Committee consisted of Physical Education teachers Ms. Walker, Mr. Scott and Mr. Woodward, School Nurse- Mrs. Manning, parent- Mrs. Shawna King, one high school student- Charity York, Child Nutrition Director and FCS teacher Mrs. Rau, school board member Jeff White and Superintendent Dr. Naylor.
  - b. Recommended that The RULH School Wellness Committee will meet at least twice during the 2017-2018 school year for a minimum of 2 hours in length for each meeting with one meeting in the Fall and one meeting in the Spring. Also a new high school student will need to be selected to replace Ms. York who graduated.
- 2. Approve School Meal Charge Policy
  - a. See Google Doc. -USDA Unpaid Meal Charges: Local Meal Charge Policies  
 \*Unpaid Charges for 2016-2017: E.S.- \$14.55 M.S.- \$159.70 H.S.- \$42.15 Total \$216.40
  - b. See Google Doc.- RULH School Meal Charge Guidelines

**F. Finances**

1. History of Revenue and Expenditures (Google Doc. Attachments provided with full month to month breakdown per 2016-2017 school year)

	Begin Balance	Receipts	Expenditures	End Balance
2013-2014 GRAND TOTALS:	187,084.97	460,228.23	585,533.11	61,780.09
2014-2015 GRAND TOTALS:	61,780.09	604,903.12	534,125.27	132,557.94
2015-2016 GRAND TOTALS:	132,557.94	414,220.16	490,486.02	56,292.08
2016-2017 GRAND TOTALS:	88,804.59	369,582.41	487,847.09	29,460.09-

\* NOTE: The ending balances of 2016-2017 doesn't reflect the final payment estimated at \$31, 250.78.

- 2. School Program Meal, Snack and Milk payments to States and Schools Food Authorities
  - a. See Google Doc. - 2016-2017 reimbursement rates
  - b. New reimbursement rates to schools for the 2017-2018 school year will not be available till early July.
- 3. Recommendation for Prices Increase:
  - a. Approved meal price increase: Full paid lunch prices: HS and MS currently are \$2.80 request to increase price by \$0.10 to the minimum of \$2.90. ES current cost is \$2.65 request to increase price to \$2.75. Recommend Adult meal price \$3.50 (Note: the largest price increase required is 10¢ and that SFA's still have the authority to raise their prices more than 10¢, if needed.)
  - b. NSLP meal compliance cost formula (example if the reimbursement rate for a free meal is \$3.16 and to reimbursement rate for a paid meal is \$0.30 then 3.16-.30 = \$2.86 this would be the amount you would have to match or charge for a full price lunch.
  - c. Note: SY 2016-17 Weighted Average Price equal to or above \$2.86 are compliant for SY 2017-18. \$2.86 is the difference between the Free and Paid reimbursement rates for SY 2016-17. This is from the Lunch Equity tool statement.
  - d. Research comparing prices across the county:
    - All schools in the area serve Universal Breakfast.
    - Georgetown ES-\$2.65 HS- \$2.90 Adult-\$3.40
    - Wester Brown \$2.65 Adult \$3.00
    - Ohio Valley ES \$2.50 HS \$3.00 Adult -\$3.50
 Note: Ripley prices fall in the middle from lowest to highest, even with requested increase.
  - e. Reduced price at all buildings would remain at \$.40 unless changed in the new reimbursement chart for 2017-2017 school year. Milk and juice would remain at .50 cents.
  - f. With decrease enrollment and participation, I am requesting that the two part-time cashier positions at the M.S. and H.S. be eliminated at this time leaving only the E.S. position. Positions can be added back if enrollment and participation levels increase. This will be a financial savings of \$9,604.00 per cashier for a total of \$19,200.00. The high school operated the last two months without the cashier position by rotating the cashier position and serving between the two cooks with no issues.

**G. Equipment and Technology**

- 1. Upgraded Technology- new computers for the cafeteria \$389.00 each. Purchased six, the total cost was \$2,334.
- 2. Issue with Freedom Cafe software and overall tech support from company. RULH will be switching to new KBM software the software and training cost is \$9,940.00(one time fee) and Maintenance/Tech Support fee of \$3,557.00 for 2017-2018 school year.

File Attachments

2016-2017FoodServiceReport.docx (20 KB)

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**Subject** D. Superintendent's Monthly Update  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 4. Superintendent's Report  
**Access** Public  
**Type** Information, Report

**Superintendent Report for June 2017**

**Vision, Continuous Improvement and Focus of District Work**

- At the request of the DLT, I participated in a conference call with Misty Ewry, UDL Region 14 trainer, and Ron Rogers, UDL state trainer, regarding their desire to implement Understanding Design for Learning in 2017 - 2018. This information has been shared with Mr. Wilkins.
- I met with Mrs. Sebastian in regards to completing the CCI P for the 2017 - 2018 school year.

**Communication and Collaboration**

- I attended the RULH Alumni Dinner and Program at RULH High School on Saturday, May 20, 2017.
- I attended the Region 14 Hopewell Governing Board meeting at Hopewell on Thursday, June 8, 2017. The Governing Board meeting was followed by an OULP Professional Development session on providing English Language Learner services (ELL) to students.
- I attended the Brown County Superintendents' meeting on Friday, June 9, 2017, followed by the Annual ESC Leadership Retreat and Insurance Consortium meeting. Larry Grooms, ODE Finance Coordinator, shared information about the next biennial budget.

**Policies and Governance**

- I met with the LPDC Committee in regards to various licensing processes across the district on Wednesday, May 25, 2017.
- I contacted the principals and teachers on the Discipline Committee regarding revisions to the Student Handbook. All responses indicated no revisions to the district student handbook were needed; each team would meet with their principal in August and create any addendums per building.

**Instruction**

- I met with Shelby Schelling, RULH Ag. Ed. Instructor, regarding the 5th Quarter grant, which would provide the district with funds to increase Mrs. Schelling's extended days to 60.
- I sent several emails and made calls regarding transfers in the teachers' union to the RULHEA President and OEA Labor Representative.

**Resources**

- On Friday, May 12, 2017, Mr. Rowley and I met with Mr. Jim Frazier in regards to services contracted from Brown County Educational Service Center for the 2017 - 2018 school year.

Respectfully submitted June 14, 2017.  
 Linda Naylor

**5. Financial Reports & Resolutions**

**Subject** A. Minutes  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 5. Financial Reports & Resolutions  
**Access** Public  
**Type** Action

Recommended Action To approve the minutes from the May 24, 2017 regular meeting and May 31, 2017 special meeting as presented. See draft copy of minutes attached for your review.

File Attachments  
[May 24 2017 regular minutes final draft .pdf \(282 KB\)](#)  
[May 31 2017 special minutes final draft .pdf \(120 KB\)](#)

**Executive Content**

Please review draft minute records below, and advise of any noted additions or corrections.

**Subject** B. Financial Report  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 5. Financial Reports & Resolutions

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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Access Public

Type Action

Recommended Action To approve the Financial reports as presented for the month ending May 31, 2017

Admin Content

Please see the following financial reports for the month ending May 31, 2017:

- A1 - Cash Reconciliation
- A2 - Financial Summary Report by Fund
- B - Summary Check Listing
- D - General Fund Appropriation Summary Report
- F - Utility Report

## Administrative File Attachments

- [A1 CSHREC MAY17 signed.pdf \(20 KB\)](#)
- [A2 FINSUMM MAY17.pdf \(46 KB\)](#)
- [B CHECKS ALL MAY17.pdf \(42 KB\)](#)
- [D APPSUM BOARD MAY17.PDF \(6 KB\)](#)
- [F Utility Report 2016-2017 .pdf \(106 KB\)](#)

Executive Content

Please see the following financial reports for the month ending April 30, 2016:

- A1 - Cash Reconciliation
- A2 - Financial Summary Report by Fund
- B - Summary Check Listing
- C - Vendor Detail Check Listing
- D - General Fund Appropriation Summary Report
- E - Summary Receipt Listing
- F - Utility Report

I have also attached my monthly Detail Treasurer Report which gives a month to month comparison and explanations, and a copy of the most recent Investment Portfolio showing the purchase of a higher earning FHLMC Bond with a step-up coupon which I purchased to replace a portion of the \$400,000 CD maturing on June 16 at Merchants Bank.

## Executive File Attachments

- [A1 CSHREC MAY17 signed.pdf \(20 KB\)](#)
- [A2 FINSUMM MAY17.pdf \(46 KB\)](#)
- [B CHECKS ALL MAY17.pdf \(42 KB\)](#)
- [C CHEKPY BOARD MAY17.PDF \(41 KB\)](#)
- [D APPSUM BOARD MAY17.PDF \(6 KB\)](#)
- [E RECRPT MAY17.PDF \(19KB\)](#)
- [F Utility Report 2016-2017 .pdf \(106 KB\)](#)
- [Treasurer Detail Report for June 14 2017.pdf \(82 KB\)](#)
- [Investment Portfolio\\_053117.pdf \(66 KB\)](#)

Subject **C. Final 2016-17 Amended Certificate**

Meeting Jun 14, 2017 - Regular Meeting

Category 5. Financial Reports &amp; Resolutions

Access Public

Type Action

Recommended Action To approve the Final Amended Certificate of Estimated Resources for the 2016-17 fiscal year as presented and authorize its submission to the Budget Commission.

Admin Content

See final Amended Certificate attached in the amount of \$13,301,108.97 (Total incl Beginning Fund Balance of \$19,632,717.56). This represents a change from the last Amended Certificate adopted on 4/19/17 \$197,294.90.

## Administrative File Attachments

- [AMDCERT 16-17 FINAL.PDF \(7 KB\)](#)

Subject **D. Final 2016-17 Appropriation Resolution**

Meeting Jun 14, 2017 - Regular Meeting

Category 5. Financial Reports &amp; Resolutions

Access Public

Type Action

Recommended Action To approve the Final Fiscal Year 2016-17 Appropriation Resolution as presented.

Admin Content

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See Final 16-17 Appropriation Resolution attached in the amount of \$13,673,252.79. This represents an \$292,103.76 from the last appropriation resolution adopted on 4/19/17.

Administrative File Attachments  
APPRES 16-17 FINAL.PDF (36 KB)

Subject E. Amended Certificate of Estimated Resources - 2017-18  
Meeting Jun 14, 2017 - Regular Meeting  
Category 5. Financial Reports & Resolutions  
Access Public  
Type Action

Recommended Action To approved the proposed temporary Fiscal Year 17-18 Estimated Resources to be filed with the County Auditor in the amount of \$11,688,030.02.

Admin Content

Attached is the Proposed Estimated Revenue measure for the 17-18 Fiscal Year beginning July 1, 2017, in a detailed account-by-account listing.

Final revisions will be made to funds once a final funding budget has been passed by the State of Ohio under HB49; once all activity budgets have been prepared by the advisors/coaches; and after new federal program funding has been allocated .

The proposed revenue amounts for the General Fund directly correspond to the amounts presented in the 5 Year Forecast at the last regular meeting.

Administrative File Attachments  
Acct Detail Est Resources 17-18 Temp.pdf (98 KB)

Subject F. Temporary Appropriation Resolution - 2017-18  
Meeting Jun 14, 2017 - Regular Meeting  
Category 5. Financial Reports & Resolutions  
Access Public  
Type Action

Recommended Action To approve the Temporary Fiscal Year 17-18 Appropriations as presented in the amount of \$12,049,731.73.

Admin Content

Attached is the Proposed Temporary Appropriation Resolutions measure for the 17-18 Fiscal Year beginning July 1, 2017, as well as, a detailed account-by-account listing.

Final revisions will be made to funds once a final funding budget has been passed by the State of Ohio under HB49; once all activity budgets have been prepared by the advisors/coaches; and after new federal program funding has been allocated.

The proposed appropriation amounts for the General Fund directly correspond to the amounts presented in the 5 Year Forecast at the last regular meeting.

Administrative File Attachments  
APPRES 17-18 TEMP.PDF (31 KB)  
Acct Detail Temporary Approp 17-18\_061417.pdf (197 KB)

Subject G. Motion and Second  
Meeting Jun 14, 2017 - Regular Meeting  
Category 5. Financial Reports & Resolutions  
Access Public  
Type Action

Recommended Action (Resol. #06-17-215) Mr. Sims moved and Mr. White seconded upon the recommendation of the treasurer to approve the minutes, financial report, and financial resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
Yea - Mrs. Huff      Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

See Final 16-17 Appropriation Resolution attached in the amount of \$13,673,252.79. This represents an \$292,103.76 from the last appropriation resolution adopted on 4/19/17.

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Administrative File Attachments  
APPRES 16-17 FINAL.PDF (36 KB)

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

**Subject** E. Amended Certificate of Estimated Resources - 2017-18

**Meeting Held** Jun 14, 2017 - Regular Meeting 20

**Category** 5. Financial Reports & Resolutions

**Access** Public

**Type** Action

**Recommended Action** To approved the proposed temporary Fiscal Year 17-18 Estimated Resources to be filed with the County Auditor in the amount of \$11,688,030.02.

**Admin Content**  
Attached is the Proposed Estimated Revenue measure for the 17-18 Fiscal Year beginning July 1, 2017, in a detailed account-by-account listing. Final revisions will be made to funds once a final funding budget has been passed by the State of Ohio under HB49; once all activity budgets have been prepared by the advisors/coaches; and after new federal program funding has been allocated .

The proposed revenue amounts for the General Fund directly correspond to the amounts presented in the 5 Year Forecast at the last regular meeting.

Administrative File Attachments  
Acct Detail Est Resources 17-18 Temp.pdf (98 KB)

**Subject** F. Temporary Appropriation Resolution - 2017-18

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 5. Financial Reports & Resolutions

**Access** Public

**Type** Action

**Recommended Action** To approve the Temporary Fiscal Year 17-18 Appropriations as presented in the amount of \$12,049,731.73.

**Admin Content**  
Attached is the Proposed Temporary Appropriation Resolutions measure for the 17-18 Fiscal Year beginning July 1, 2017, as well as, a detailed account-by-account listing.

Final revisions will be made to funds once a final funding budget has been passed by the State of Ohio under HB49; once all activity budgets have been prepared by the advisors/coaches; and after new federal program funding has been allocated.

The proposed appropriation amounts for the General Fund directly correspond to the amounts presented in the 5 Year Forecast at the last regular meeting.

Administrative File Attachments  
APPRES 17-18 TEMP.PDF (31 KB)  
Acct Detail Temporary Approp 17-18\_061417.pdf (197 KB)

**Subject** G. Motion and Consent

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 5. Financial Reports & Resolutions

**Access** Public

**Type** Action

**Recommended Action** (Resol. #08-17-218) Mr. Sims moved that the Board concur upon the recommendation of the treasurer to file the minutes, financial report, and financial forecasts as specified.

Yea - Mr. Cluxton      Yea - 5 NBY - 0  
Yea - Mrs. Huff      Motion Carried  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson



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Held \_\_\_\_\_ 20\_\_\_\_\_

6. Facilities and Transportation

Subject A. Sale of Used Buses by Public Auction
Meeting Jun 14, 2017 - Regular Meeting
Category 6. Facilities and Transportation
Access Public
Type Action

Recommended Action To approve the sale by public auction by contract with Towler's Auction Service the following 3 buses due to their age, mileage, and cost to maintain and therefore of no value to the District.

- Bus #15 - 1993 Blue Bird Trans - #1BAAGCSAOPF053094 - Tag#105490 - Diesel - 191,664 miles
• Bus# 1 - 1996 GMC Conv - #1GDM7T1P8TJ513291 - Tab# 105664 - Gas - 154,720 miles
• Bus #21 - 1999 Blue Bird Trans - #1BAAHCSA4XF088329 - Tag# 105635 - 222,686 miles

Admin Content

Towler's will advertise and display the buses on all their access sites and papers, and will receive a 10% commission on the sale price as per the attached contract.

Administrative File Attachments
Towler's Auction Service Contract Buses 2017.pdf (108 KB)

Subject B. Motion and Second
Meeting Jun 14, 2017 - Regular Meeting
Category 6. Facilities and Transportation
Access Public
Type Action

Recommended Action (Resol. #06-17-216) Mrs. Huff moved and Mr. Cluxton seconded upon the recommendation of the treasurer to approve the Facilities and Transportation resolutions as presented.

- Yea - Mr. Cluxton Yea - 5 Nay - 0
Yea - Mrs. Huff Motion Carried - Y
Yea - Mr. Sims
Yea - Mr. White
Yea - Mr. Wilson

7. Education/Curriculum/Instruction

Subject A. FFA Camp from June 26-30, 2017 with Mrs. Shelby Schelling as Advisor.
Meeting Jun 14, 2017 - Regular Meeting
Category 7. Education/Curriculum/Instruction
Access Public
Type Action

Recommended Action Approve trip for FFA Camp from June 26 - 30, 2017 with Mrs. Shelby Schelling as Advisor.

What: FFA Camp Muskingum where students will learn leadership skills in a fun, action-packed environment, and connect with other FFA students from across the state. Attendance at camp will help improve the overall FFA Program.

Who: 6 FFA High School students; Supervisor - Shelby Schelling.

Where: FFA Camp Muskingum, 3266 Dyewood Rd. SW, Carrollton, OH (330) 627 - 2208. Students will remain on campgrounds throughout the trip

When: Departure 7 AM, Monday, June 30, 2017; Return?? AM, Friday, June 30, 2017

Why: Opportunity to learn leadership skills in fun, team-building environment and network with other FFA students from around the state. Students will bring the skills they learn back to strengthen the local RULH FFA Program.

How: Travel by school bus or van. Driver does not stay with group, but drops off and returns to Ripley, then drives up and picks up students for return on Friday. Students will pay for \$92 to attend camp which includes lodging and food. Students may purchase additional items (e.g., t-shirt \$15) if they choose.

File Attachments
FFA Camp June 2017.pdf (1.775 KB)

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**Subject B. Motion and Second**

Meeting Jun 14, 2017 - Regular Meeting  
 Category 7. Education/Curriculum/Instruction  
 Access Public  
 Type Action

Recommended Action (Resol. #06-17-217) Mrs. Huff moved and Mr. Cluxton seconded upon the recommendation of the superintendent of schools to approve the Education/Curriculum/Instruction resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**8. Personnel - Administrative****Subject A. James Wilkins - Contract for services**

Meeting Jun 14, 2017 - Regular Meeting  
 Category 8. Personnel - Administrative  
 Access Public  
 Type Action

Recommended Action To approve a contract with James Wilkins for services prior to start of Administrative contract for Superintendent. Said contract will be for no more than 50 hours at \$50.00 an hour from June 15, 2017 to July 31, 2017.

**Subject B. James Wilkins as Superintendent**

Meeting Jun 14, 2017 - Regular Meeting  
 Category 8. Personnel - Administrative  
 Access Public  
 Type Action

Recommended Action To approve the employment of James Wilkins as Superintendent and award a 2 year contract at a starting salary of \$97,000.00 to begin August 1, 2017, and \$98,940 to beginning August 1, 2018.

**Subject C. Motion and Second**

Meeting Jun 14, 2017 - Regular Meeting  
 Category 8. Personnel - Administrative  
 Access Public  
 Type Action

Recommended Action (Resol. #06-17-218) Mr. Cluxton moved and Mr. Sims seconded upon the recommendation of the superintendent of schools to approve the personnel - administrative resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**9. Personnel - Certified****Subject A. Rescind 1 year contract issued to Beth Carrington**

Meeting Jun 14, 2017 - Regular Meeting  
 Category 9. Personnel - Certified  
 Access Public  
 Type Action

Recommended Action To approve to rescind the 1 year contract issued to Beth Carrington in error.

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Beth Carrington was eligible for a 3 year contract but was issued a 1 year contract in error. This action will correct the error by rescinding the 1 year contract issued last month and the next action will award her a 3 year contract effective July 1, 2017.

**Subject** B. Beth Carrington 3 year contract

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 9. Personnel - Certified

**Access** Public

**Type** Action

**Recommended Action** To approve and issue a 3 year contract to Beth Carrington at a salary of BA 150 Step 3 effective July 1, 2017.

**Subject** C. Motion and Second

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 9. Personnel - Certified

**Access** Public

**Type** Action

**Recommended Action** (Resol. #06-17-219) Mr. Sims moved and Mr. Cluxton seconded upon the recommendation of the superintendent of schools to approve the above personnel-certified resolutions as presented.

Yea - Mr. Cluxton Yea - 5 Nay - 0  
Yea - Mrs. Huff Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

**10. Personnel - Classified**

**Subject** A. Sue Miller 2 year contract

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 10. Personnel - Classified

**Access** Public

**Type** Action

**Recommended Action** To approve and issue a 2 year contract to Sue Miller as MS Cook at a salary of Step 01 effective July 1, 2017.

**Subject** B. Motion and Second

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 10. Personnel - Classified

**Access** Public

**Type** Action

**Recommended Action** (Resol. #06-17-220) Mr. Sims moved and Mr. Cluxton seconded upon the recommendation of the superintendent of schools to approve the above personnel-Classified resolutions as presented.

Yea - Mr. Cluxton Yea - 5 Nay - 0  
Yea - Mrs. Huff Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

**11. Personnel - Extended Days and Positions**

**Subject** A. Extended Service Days/Positions for 2017-18 school year

**Meeting** Jun 14, 2017 - Regular Meeting

**Category** 11. Personnel - Extended Days and Positions

**Access** Public

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Type Action

Recommended Action To approve the extended service days/Positions (academic and non-academic) 2017-18 school year for the staff members named in the list below:

Extended service days/Supplementals for the 2017-18 school year:

A+ Coordinator - High School	Pam Fannin	\$4,000.00
A+ Coordinator - Middle School*	Holly Hayden Vicki Asbury	\$4,000.00 (to be split equally)
A+ Coordinator - Elementary School	Mary Sonner	\$2,500 .00
HS Band****	Tim Brown	20 Days
High School Library **(****)	Roberta Armstrong	20 days
Vocational Agriculture****	Shelby Schelling	50 Days
Vocational Education [3]	Michele Rau Patricia Skaggs Tammy Whaley	10 Days each
Building Technology Assistants	Patty Ream	10 Days
Technology Assistant Elementary	Mary Sonner	\$1,500 .00
Technology Assistant Middle School	Patricia Skaggs	\$1,500.00
Technology Assistant High School	Patty Ream	\$1,500 .00
HS Counselor****	Jasmine Osman	40 Days
MS Counselor ****	April Michael	10 Days
Nurse****	Elaine Manning	10 Days
LPDC (per building)	Linda Douglas Patricia Skaggs Paula Ormes Arie Fiscus Karen Dunn	\$300.00 each
National Board Honorarium	Michael Scanlan	\$2500.00
Culinary Supervisor	Michele Rau	\$4,000 .00

Subject B. Motion and Second

Meeting Jun 14, 2017 - Regular Meeting

Category 11. Personnel - Extended Days and Positions

Access Public

Type Action

Recommended Action (Resol. #06-17-221) Mr. Cluxton moved and Mrs Huff seconded upon the recommendation of the superintendent of schools to approve the above personnel-extended service days/positions resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs . Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

## 12. Personnel - Supplementals

Subject A. Supplementals for the 2017-18

Meeting Jun 14, 2017 - Regular Meeting

Category 12. Personnel - Supplementals

Access Public

Type Action

Recommended Action To approve the supplemental contracts for the 2017-18 school year for the certified staff members named in the list below:

Supplementals held by certified staff in 2016-17 and being approved for the 2017-18 school year:

Accelerated Reader Coordinator- ES	Kelly Saelens Jennifer Scott	\$457
Academic Ceremony-High School	Jasmine Osman	\$457
Academic Ceremony-Middle School	Patricia Skaggs	\$457
Art Fair-ES (MOU 11/10/16)	Mary Sonner	\$457
Art Fair-MS (MOU 11/10/16)	Amy Klump	\$457

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Art Fair -HS (MOU 11/10/16)	James Gilkison	\$457
FCCLA *	Michele Rau	\$913
Academic Team- Middle School	Justin Birchfield	\$913
National Honor Society	Linda Douglas	\$609
Newspaper - Middle School	Kendra Eichenlaub	\$609
Newspaper - High School	Patty Ream	\$609
Prom Sponsors *(up to 5 sponsors)	Tammy Pfeffer Jason Baum	\$3,044
Science Club* (per building)	Kristi Rosenbaum	\$609
Science/Academic Fair* (per building)	Carrie Parker, Justin Birchfield, Kristi Rosenbaum	\$609
Spanish *	Linda Douglas	\$609
Spelling Bee - Middle School	Holly Hayden	\$457
Student Council - High School	Michele Rau	\$761
Student Council - Middle School	Justin Birchfield	\$457
Yearbook-Elementary (if published)	Mary Sonner	\$761
Yearbook-High School (if published)	Patty Ream	\$1,522
Yearbook - Middle School (if published)	Patricia Skaggs	\$761
5-8 Youth Choir (2 approved performances)	Jessica Kahrs	\$457

**Subject B. Motion and Second**

Meeting Jun 14, 2017 - Regular Meeting

Category 12. Personnel - Supplementals

Access Public

Type Action

Recommended Action (Resol. #06-17-222) Mr. Cluxton moved and Mr. Sims seconded upon the recommendation of the superintendent of schools to approve the above personnel-supplementals resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**13. Personnel - Athletic**

**Subject A. Resignation of Jason Thompson as HS Athletic Director**

Meeting Jun 14, 2017 - Regular Meeting

Category 13. Personnel - Athletic

Access Public

Type Action

Recommended Action To accept the resignation from Jason Thompson as High School Athletic Director for the 2017-18 school year.

Executive File Attachments  
 Thompson, Jason HS AD 17 -18.pdf (7 KB)

**Subject B. Resignation of Rex Woodward as JV Boys Basketball Coach**

Meeting Jun 14, 2017 - Regular Meeting

Category 13. Personnel - Athletic

Access Public

Type Action

Recommended Action To accept the resignation from Rex Woodward as JV Boys Basketball Coach.

**Subject C. Shelby Schelling as JV Volleyball Coach**

Meeting Jun 14, 2017 - Regular Meeting

Category 13. Personnel - Athletic

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Access Public

Type Action

Recommended Action To approve and award a 1 year supplemental contract to Shelby Schelling as JV Volleyball coach for the 2017-18 school year.

**Subject D. Tommy Germann as Freshman Basketball Coach**

Meeting Jun 14, 2017 - Regular Meeting

Category 13. Personnel - Athletic

Access Public

Type Action

Recommended Action To approve and award a 1 year Pupil activity contract to Tommy Germann as Freshman Basketball Coach for the 2017-18 school year.

**Subject E. Jamey Ellis as JV Boys Basketball Coach**

Meeting Jun 14, 2017 - Regular Meeting

Category 13. Personnel - Athletic

Access Public

Type Action

Recommended Action To approve and award a 1 year Pupil Activity Contract to Jamey Ellis as JV Boys Basketball Coach for the 2017-18 school year.

**Subject F. Motion and Second**

Meeting Jun 14, 2017 - Regular Meeting

Category 13. Personnel - Athletic

Access Public

Type Action

Recommended Action (Resol. #06-17-223) Mr. Cluxton moved and Mr. Sims seconded upon the recommendation of the superintendent of schools to approve the above personnel - athletic resolutions as presented.

Yea - Mr. Cluxton

Yea - 5 Nay - 0

Yea - Mrs. Huff

Motion Carried - Y

Yea - Mr. Sims

Yea - Mr. White

Yea - Mr. Wilson

**14. Personnel - Other****Subject A. Leave of absence for Jennifer DePompei**

Meeting Jun 14, 2017 - Regular Meeting

Category 14. Personnel - Other

Access Public

Type Action

Recommended Action To approve a 1 year (2017-18 school year) unpaid medical leave of absence for Jennifer DePompei

Executive File Attachments

DePompei, Jennifer leave of absence 17-18.pdf (312 KB)

**Subject B. Shawna King as a FCCLA Volunteer advisor**

Meeting Jun 14, 2017 - Regular Meeting

Category 14. Personnel - Other

Access Public

Type Action

Recommended Action To approve Shawna King as a FCCLA volunteer advisor for the 2017-18 school year.

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Subject **C. Motion and Second**

Meeting Jun 14, 2017 - Regular Meeting

Category 14. Personnel - Other

Access Public

Type Action

Recommended Action (Resol. #06-17-224) Mr. Cluxton moved and Mr. Huff seconded upon the recommendation of the superintendent of schools to approve the above personnel-other resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
Yea - Mrs. Huff      Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

**15. Administrative/Advisory**

Subject **A. EMIS Services contract with METASolutions**

Meeting Jun 14, 2017 - Regular Meeting

Category 15. Administrative/ Advisory

Access Public

Type Action

Recommended Action To approve the contract with META Solutions regarding EMIS Services for the 2017-18 school year totaling \$5,496.00. The EMIS contract provides support to the district EMIS Coordinator.

File Attachments  
[META Ripley Union Lewis EMIS FY1 8.pdf \(280 KB\)](#)

Subject **B. Schedule II Summary of Costs contract with METASolutions**

Meeting Jun 14, 2017 - Regular Meeting

Category 15. Administrative/ Advisory

Access Public

Type Action

Recommended Action To approve the Schedule II Summary of Costs contract with META Solutions for the 2017-18 school year totaling \$6,801.90.

The Schedule II contract includes specific programs used by principals and teachers to manage student data and special education services. Schedule II also includes library automation services and access to INFOhio.

File Attachments  
[META Ripley Union FY18 Schedule II.pdf \(144 KB\)](#)

Subject **C. Approve MOU with RULH EA for Music Extended Days**

Meeting Jun 14, 2017 - Regular Meeting

Category 15. Administrative/ Advisory

Access Public

Type Action (Consent)

Recommended Action To approve a Memorandum of Understanding with the RULH Education Association that changes the number of extended days for Middle and High School music teachers.

Administrative File Attachments  
[2017 Ripley MOU Music Extended.docx \(18 KB\)](#)

Subject **D. Motion and Second**

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Meeting Jun 14, 2017 - Regular Meeting

Category

15. Administrative/Advisory

Access

Public

Type

Action

Recommended Action (Resol. #06-17-225) Mr. Cluxton moved and Mr. Sims seconded upon the recommendation of the superintendent of schools to approve the administrative/advisory resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**16. Old Business**Subject **A. Shelter House update**

Meeting Jun 14, 2017 - Regular Meeting

Category

16. Old Business

Access

Public

Type

Information

Mr. Rowley reported that the new shelter house next to the park at the Elementary School has been inspected and completed and ready for use. The new picnic tables are in, and will be assembled and installed by the maintenance/custodial staff this summer as time permits.

**17. New Business**Subject **A. Upcoming Meeting schedules**

Meeting Jun 14, 2017 - Regular Meeting

Category

17. New Business

Access

Public

Type

Information

A Special Board Meeting is being called for the purpose of personnel/employment, financial resolutions, and any other business that may come before the board on June 28, 2017 at the HS Lecture Hall at 7:00 pm.

Due to scheduling conflicts, the July 2017 regular board meeting is being rescheduled from Wednesday, July 19th to Wednesday, July 26th at 7:00 pm. There will be a special reception at 6pm prior to the meeting in recognition of Dr. Naylor's retirement.

**18. Correspondence****19. Executive Session**Subject **A. Motion and Second to enter Executive Session**

Meeting Jun 14, 2017 - Regular Meeting

Category

19. Executive Session

Access

Public

Type

Action

Recommended Action (Resol. #06-17-226) Mr. Sims made a motion and Mrs. Huff seconded to enter into Executive at 8:43 pm for the purpose of (G-1) Employment, Dismissal, Compensation of a public employee or official, and (G-4) to prepare for, conducting, or reviewing negotiations or bargaining sessions with public employees

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

Those present in executive session included Mr. Cluxton, Mr. Sims, Mr. Wilson, Mr. White, Dr. Naylor, Jeff Rowley, and Mr. Wilkins was invited into executive session.

Mr. Sims made a motion and Mr. Cluxton seconded to leave executive session and re- enter public session at 10:10 pm.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

File Attachments

[Exec session language in detail.pdf \(38 KB\)](#)



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20. Additional Administrative/Advisory

**Subject** A. Administrative/Confidential Salary Schedules  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 20. Additional Administrative/Advisory  
**Access** Public  
**Type** Action  
**Recommended Action** To approve the Administrative and Confidential Salary Schedule as presented by the treasurer for the period of 2017-2020. The annual fiscal year base salary increase percentages are to be 2%, 1.25% and 1.5%

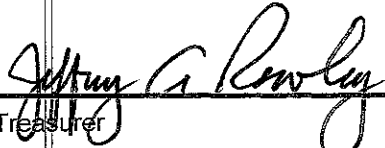
**Subject** B. Motion and Second  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 20. Additional Administrative/Advisory  
**Access** Public  
**Type** Action  
**Recommended Action** (Resol. #06-17-227) Mr. Cluxton moved and Mrs. Huff seconded upon the recommendation of the superintendent of schools to approve the administrative and confidential salary schedule resolution as presented.


Yea - Mr. Cluxton      Yea - 4 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Nay - Mr. White  
 Yea - Mr. Wilson

21. Adjourn

**Subject** A. Adjourn  
**Meeting** Jun 14, 2017 - Regular Meeting  
**Category** 21. Adjourn  
**Access** Public  
**Type** Action  
**Recommended Action** Mr. Cluxton moved and Mrs. Huff seconded to adjourn the meeting at 10:12 pm.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

  
 \_\_\_\_\_  
 Treasurer

  
 \_\_\_\_\_  
 Board President