

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, MAY 17, 2021

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

I. CALL TO ORDER

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, May 17, 2021, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:00 P.M. with seven (7) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; David Gutshall, Treasurer; William Piper, Secretary; Robert Over, Frank Myers, and Richard Roush.

Absent: Wardle, Hurley

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Robyn Euker, Director of Curriculum and Instruction; Richard E. Kerr, Jr., Business Manager; Cathy Seras, Board Minutes; Rob Krepps, Director of Technology and Mrs. Donna Minnich, BSSD PIMS Coordinator.

II. PLEDGE TO THE FLAG

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

III. Approval of Minutes

Approval of the May 3, 2021 Regular Board Meeting Minutes and the May 3, 2021 Committee of the Whole Meeting Minutes.

Motion by Deihl, seconded by Roush, for the approval of the May 3, 2021 Regular Board Meeting Minutes and the May 3, 2021 Committee of the Whole Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Over, Piper, Roush, Gutshall and Myers.

Motion Carried unanimously. 7-0

IV. Student/Staff Recognition and Board Report – Everett Baker

Everett shared the information listed.

- Mrs. Powell's Incubator Class consisting of Seniors Cassandra Jones, Austin Long, Grand Long and Junior Lariah Ann Wilson started their own business called the Nature Bug Company. They produce an all natural bug repellent made with essential oils in a roll on applicator. For more information please visit their website.
- On Tuesday May 4th, the FFA and Environmental Club planted 40 trees and shrubs around the HS woods and track area as part of their community service project. Majority of the trees are fruit-bearing trees to attract wildlife and add aesthetics for the community that walks the trail. Trees and shrubs were donated by the Chesapeake Bay Foundation.

Student Board Report (continued)

- Tuesday May 11th was the Twilight Jazz Ensemble Concert. The jazz band last performed for an audience in May of 2019 and were so excited to be able to make live music again, even for a limited audience. They had 20 people in attendance and had over 100 views of the livestream.
- The National Honor Society Inducted their new members on Wednesday May 12th. The new members are: Nevaeh Barnhart, Alyssa Bear, Josh Durff, Jerikah Fetterhoff, Rylee Garman, Elyssa Gilbert, Jaden Hair, Raychael Holtry, Ava Hunt, Morgan Koch, Ava Lay, Rylee Piper, Trevor Richwine, Taylor Waggoner, Mikaela Ward, and Hannah Werle. The current NHS officers conducted the induction ceremony.
- Mr. August received a pie in the face on Thursday May 12 from Mr. Knapp's Advisement class. Mr. Knapp, Mrs. Schenk, and Mrs. Frankford's Advisements brought in the most items to help support the HS Dawg closet during the FFA food and product drive. These three teachers then competed in a pie contest to see who would win the coveted opportunity to pie the Principal in the face.
- Saturday, May 15th BSHS held Prom on the high school grounds from 7-10 PM. Only seniors were allowed to attend with one guest. The king, Ethan Runyon and queen, Aleya Eisenberg, were crowned at Prom with their parents in attendance.
- Freshman Gracie Jones competed regionally in gymnastics and earned 6th place on bars and 8th place for all-around. She has qualified as an alternate for the Level 10 Junior Olympic Nationals.
- Junior Matthew Raudabaugh was named Swimmer of the Year by The Sentinel newspaper. Brendon Morris-Dice, Luke Hand, Caleb Stewart, Mattea Penner, Rylie Ward and Alexis Clouse were all named as Honorable Mentions for the 2020-21 Swimming Season.
- Freshman Megan Zimmerman broke the HS Girl's High Jump record with a jump of 5'2.5" during the track meet vs. Boiling Springs.
- The Softball team is currently ranked in 6th place in the playoff power points. Teams in the top 8 make it to the first round of playoffs.

V. FINANCIAL REPORTS

a. PAYMENTS OF BILLS

General Fund	\$ 1,143,010.92
Capital Projects Reserve Fund	\$ -
Cafeteria Fund	\$ 147,690.86
Student Activities	\$ <u>10,182.04</u>
Total	\$ 1,300,883.82

Motion to approve the Payments of Bills, as presented.

Motion by Deihl, seconded by Gutshall for acceptance of the Payment of Bills as outlined above.

Roll call vote: Voting Yes: Swanson, Deihl, Gutshall, Roush, Myers, Piper and Over.

Motion Carried unanimously. 7- 0

b. TREASURER'S FUND REPORT

General Fund	\$	17,591,696.90
Capital Projects Reserve Fund	\$	7,951,710.14
Cafeteria Fund	\$	300,883.22
Student Activities	\$	<u>242,401.90</u>
Total	\$	26,086,692.20

Motion to approve the Treasurer's Fund Report, as presented.

Motion by Deihl, seconded by Gutshall for acceptance of the Treasurer's Fund Report as outlined above.

Roll call vote: Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Myers and Over.

Motion Carried unanimously. 7– 0

The administration prepared the YTD General Fund Report and the YTD Taxes for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports, as submitted.

Motion by Deihl, seconded by Roush for acceptance of the YTD General Fund Report and YTD Taxes as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Roush, Myers and Gutshall.

Motion Carried unanimously. 7- 0

VI. Reading of Correspondence**a. Pennsylvania Department of Education - 2021-2022 Reduction of Local Property Taxes**

Dr. Richard W. Fry, Superintendent of Schools received correspondence from the Pennsylvania Department of Education regarding the 2021-2022 reduction of local property taxes as a result of the distribution of state gaming funds through the Taxpayer Relief Act, also known as Special Session Act 1 of 2006.

Correspondence is included in the agenda.

VII.. Recognition of Visitors - Bill Beck, 108 Lawrence Lane, Carlisle, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members, administration, staff, students and community.**VIII. Public Comment Period****IX. Structured Public Comment Period****X. Old Business****XI. New Business****XII. Personnel Items****12.a. Recommended Approval for Summer 2021 Student Interns**

The administration worked with the Ms. Lisa Black to match students to specialized summer work positions for the District. Mr. Greve, a graduate headed to the Colorado School of Mines, will work in the technology department focused on the implementation of Transfinder and PrimeroEdge. Mr. Grove, a junior, will also work in the technology department on device deployment and security. Mr. Miller will continue in his position as an accountant focused on student activity funds.

The administration recommends the Board of School Directors approve the student summer paid internships for the summer of 2021.

Personnel Items

12.b. Resignation - Nursing Department Chairperson

Mrs. Judy Breneman has submitted her resignation for the position of Nursing Department Chairperson, effective the end of the 2020-2021 school year.

The administration recommends the Board of School Directors approve Mrs. Breneman's resignation, as presented.

12.c. Resignation - Middle School Yearbook Advisor

Miss Jessica Sprecher has submitted her resignation for the position of Middle School Yearbook Advisor, effective the end of the 2020-2021 school year.

The administration recommends the Board of School Directors approve Miss Sprecher's resignation, as presented.

12.d. Resignation - Newville Elementary School Learning Support Aide

Ms. Celeste Sheaffer has submitted her resignation for the position of a Learning Support Aide at Newville Elementary School, effective June 10, 2021.

The administration recommends the Board of School Directors approve Ms. Sheaffer's resignation, as presented.

12.e. Recommended Approval for a Volunteer Softball Coach - Carly White

Mr. Joseph Sinkovich, High School Assistant Principal/Athletic Director, would like to recommend Carly White as a Volunteer Softball Coach, effective immediately.

The administration recommends the Board of School Directors approve Ms. White as a Volunteer Softball Coach, as presented.

12.f. Recommended Approval for an Autism Support Aide - Sarah Litz

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the individual listed as an aide for the position listed.

Sarah Litz - Autism Support aide at Oak Flat Elementary School, replacing Melissa Brennan who has resigned.

The administration recommends the Board of School Directors approve Ms. Litz as an ESS aide, as presented.

12.g. Recommended Approval for Transfers of Professional Personnel

The administration will transfer the professional staff whose names are listed below for the 2021-2022 school year. These transfers are in accordance with Board Policy 309, Assignment and Transfer.

- **Ms. Tara Barnard** from Big Spring Middle School Learning Support Teacher to a Kindergarten Teacher at Mt. Rock Elementary School.
- **Ms. Erin Zinn** from Big Spring Middle School Seventh Grade English Teacher to a Learning Support Teacher at Big Spring Middle School.
- **Ms. Shania Washabaugh** from a Second Grade Teacher at Oak Flat Elementary School to a Kindergarten Teacher at Oak Flat Elementary School.

The administration recommends the Board of School Directors approve the above listed transfers, as presented.

Personnel Items

12.h. Recommended Approval for Nurses' Salary Adjustments

Four out of the five District's Licensed Practical Nurses (LPN's) and Registered Nurses (RN's) have been compensated on the former salary matrix given their tenure within the District. In an effort to convert all classified employees to the same salary matrix and to recognize any advanced degrees, the administration recommends the following adjustments to the nurses' compensation which will take effect for the 2021-2022 school year:

- Kimberly Egger – Transition from Step 7 of former salary matrix to Letter B Step 11 of the new salary matrix;
- Tina Fickes – Transition from Step 7 of the former salary matrix to Letter B Step 11 of the new salary matrix;
- Gretchen Horst – Transition from Step 7 of the former salary matrix to Letter B Step 12 of the new salary matrix (additional year added for an Associate's Degree);
- Veronica Saylor - Transition from Step 7 of the former salary matrix to Letter B Step 12 of the new salary matrix (additional year added for an Associate's Degree)

The administration recommends the Board of School Directors approve the nurses' adjustments, as presented.

12.i. Recommended Approval for a Second Grade Teacher - Madison Frick

Education:

Shippensburg University - Elementary Education, PK-4 (Bachelor's Degree)

Experience:

Dickinson College Children's Center, Substitute Teacher

The administration recommends the Board of School Directors appoint Madison Frick, as a second-grade teacher, replacing Annette Nygaard who is retiring. The Compensation for this position should be established at a Bachelor's Degree, step 1, \$54,955.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.j. Recommended Approval for a First Grade Teacher - Samantha Webber

Education:

Shippensburg University, Elementary Education (Bachelor's Degree)

Experience:

Big Spring School District - Long-term substitute first grade teacher at Mt. Rock Elementary School

Big Spring School District - Student teacher, kindergarten at Newville Elementary School

The administration recommends the Board of School Directors appoint Samantha Webber as a first-grade teacher, replacing Andrew Pettit who is retiring. The compensation for this position should be established at a Bachelor's Degree, step 2, \$55,355.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items

12.k. Recommended Approval for a High School Art Teacher - Jordan Robinson

Education:

Shippensburg University - Art Education (Bachelor's Degree)

Experience:

Greencastle-Antrim Middle School, Student Teacher

The administration recommends the Board of School Directors appoint Jordan Robinson as a High School Art Teacher, replacing Judy Mislitski who is retiring. The compensation for this position should be established at a Bachelor's Degree, step 1, \$54,955.00, for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.l. Recommended Approval for a Seventh Grade English Teacher - Jesse Bortner

Education:

Mount Aloysius College - English (Bachelor's Degree)

Wilkes University - English, 7-12, Educational Leadership K-12 (Principal's Certificate - Master's Degree)

Experience:

Cumberland Valley School District - English Teacher

The administration recommends the Board of School Directors appoint Jesse Bortner as a seventh-grade English teacher, replacing Jenny Kump who is retiring. The compensation for this position should be established at a Master's Degree, step 6, \$62,625.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.m. Recommended Approval for a High School Guidance Counselor - Adam Oldham

Education:

Shippensburg University - School Counseling (Master's Degree)

Experience:

East Pennsboro Area School District - High School Counselor

Mechanicsburg Middle School - Long-term Substitute Middle School Counselor

The administration recommends the Board of School Directors appoint Adam Oldham as a High School Counselor, replacing Sherri Webber-Mains who is retiring. The compensation for this position should be established at a Master's Degree, step 7, plus thirty, \$65,585.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

VOTE ON XII., NEW BUSINESS, 12.A-12.M, PERSONNEL CONCERNS

Motion by Diehl, seconded by Roush, to approve Items 12A – M, as outlined and recommended above.

Voting Yes: Swanson, Deihl, Roush, Gutshall, Piper, Over and Myers

Motion carried unanimously. 7 – 0 Mr. Deihl abstained from voting on item 12i.

XIII. New Business

13.a. Credit Pay

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

Dianne Doll	\$3,240.00
Frank Landis	\$7,755.00
Alexa Maier	\$2,988.00
Michael McVitty	\$1,548.00
Shane Miller	\$1,620.00
Scott Penner	\$1,590.00
Cherie Powell	<u>\$2,988.00</u>
Total	\$21,729.00

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

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Over and Myers

Motion carried unanimously. 7– 0

13.b. Recommended Approval for Facilities Utilization Request - Aquatics Swim Test/Merit Badge

Ms. Christina Katora is requesting to utilize the High School pool, retroactive to May 16, 2021 from 1:00 p.m. - 3:00 p.m. for Big Spring Aquatics swim test and merit badge. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Ms. Katora's request to utilize the High School pool for Big Spring Aquatics swim test and merit badge, as presented

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Over and Myers

Motion carried unanimously. 7– 0

13.c. Recommended Approval of a Non-Resident Student Attending Big Spring High School

The parents of Zoe Koser, High School Senior are requesting permission for Zoe to attend Big Spring High School for the remainder of the 2020-2021 school year and graduate with the class of 2021, per the conditions outlined in Board Policy 202.1: "The Board may permit the admission of nonresident students in accordance with Board policy. The parent/guardian are required to provide the necessary transportation.

The administration recommends the Board of School Directors approve Mr. and Mrs. Koser's request for Zoe Koser, Senior, to attend Big Spring High School for the remainder of the 2020-2021 school year and graduate with the class of 2021, as per the conditions outlined in Board Policy 202.1.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Over and Myers.

Motion carried unanimously. 7– 0

New Business

13.d. Recommended Approval of the Year-End Financial Statement for the Newville Wrestling Association

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and a copy of the statement is included with the agenda.

Newville Wrestling Association 2020 Financial Statement

The administration recommends that the Board of School Directors accept the financial statement, as presented.

Motion by Diehl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over and Myers.

Motion carried unanimously. 7– 0

13.e. Recommended Approval for Service Agreements

The administration received and reviewed the following service agreements. The CAIU proposed a 5 yr agreement for connection to the WAN and 1.1 Mb internet connection. Gallagher proposed a renewal of existing workers comp and package insurance as shown. PSBA proposed a renewal of their policy and training. Questeq submitted a quote for a 2 year renewal of Sophos anti-virus & security. Last is a renewal of the student accident insurance for athletics (and parent purchase).

<u>Vendor</u>	<u>Services</u>	<u>Length</u>	<u>Cost/Yr</u>
CAIU	WAN & Internet Svcs	5 yr	37,809.26
Brickstreet	Workers Comp Insurance	1 yr	75,384.00
Utica	Package, Auto & Umbrella Insurances	1 yr	90,213.00
PSBA	Board Support Svcs	1 yr	15,158.79
Sophos	Computer device security services	2 yr	14,490.15
Axis	Student Accident Insurance	1 yr	14,013.00

The administration recommends the Board of School Directors approve the agreements as presented and authorize the administration to sign the appropriate documents and submit payment.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Over and Myers.

Motion carried unanimously. 7 – 0

13.f. Recommended Approval for School Solicitor Services

Dr. Richard W. Fry, Superintendent of Schools received an agreement from Gareth D. Pahowka, Esquire, of Stock and Leader for School Solicitor services for the 2021-2022 school year. The agreement is included with the agenda.

The administration recommends the Board of School Directors approve the one-year agreement with Stock and Leader for School Solicitor services, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over and Myers.

Motion carried unanimously. 7– 0

New Business

13.g. Recommended Approval for the 2021-2022 River Rock Academy Contracted Services

The administration has received and reviewed the 2021-2022 River Rock Academy Contracted Services and are included with the agenda.

<u>2019-2020 Elementary Service Rates</u>	<u>2020-2021 Elementary Service Rates</u>
The per diem rate was \$30.90 (8 Student Slots)	The per diem rate will be \$31.83 (8 Student Slots)
<u>2019-2020 Secondary Service Rates</u>	<u>2020-2021 Secondary Service Rates</u>
The per diem rate was \$121.56 x (17 Student Slots)	The per diem rate will be \$125.21 (17 Student Slots)

The administration recommends the Board of School Directors approve the River Rock Academy Contracted Services, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over and Myers.

Motion carried unanimously. 7– 0

13.h. Settlement Agreement

The Administration recommends that the Board of School Directors approve a Settlement Agreement between the District and parents of a student and authorize the administration, Board Officers and special counsel to take all steps necessary to implement the settlement.

Motion by Deihl , seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over and Myers.

Motion carried unanimously. 7 – 0

13.i. Recommended Approval of Payment from Capital Reserve Fund

As part of the fiber build out, the District received this invoice from Celerity. The work completed included the placement of strand, aerial and underground fiber at the entrances into the district office and Newville Elementary. Total due is \$32,822.80. Questeq will apply for reimbursement through the eRate Bear process after payment (approx 60% back from erate).

[Celerity Invoice](#)

The administration recommends the Board of School Directors approve the payment of \$32,822.80 To Celerity from the Capital Project Reserve Fund.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Over, Roush and Myers.

Motion carried unanimously. 7– 0

New Business

13.j. Recommended Approval of the Proposed Final 2021-2022 Budget

The Board is required to take action to designate a proposed final budget at least 30 days before final budget adoption which is scheduled for June 21, 2021. This proposed budget must be available for public inspection 20 days prior to the final adoption and the final adoption advertised 10-days prior. The administration, working with the Board's Finance Committee, is recommending a budget of \$55,825,768 in expenditures. General Fund revenues with a 3.7% tax increase would be \$55,815,142 requiring \$10,626 from fund balance. Proposed real estate taxes at 3.7% would be 15.5677 mills. These numbers can/will change for the final budget.

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$55,825,768 for the 2021-2022 school year with a tax rate of 15.5677.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above. A roll call vote was taken. Voting Yes: Swanson, Deihl, Gutshall, Myers, Roush. Voting No: Piper and Over.

Members absent: Hurley and Wardle. Voting yes: 5 Voting no: 2 Absent: 2

XIV. NEW BUSINESS - INFORMATION ITEM

14.a. Tenure Status Recommendation

The following professional employee has completed the required years of service as a temporary professional employee and has earned tenure based on their satisfactory performance.

Kristen Boles - Elementary School Counselor

Additional information regarding the professional employee has been prepared by Dr. Abigail Leonard, Supervisor of Ancillary Services.

XV. Discussion Item

XVI. Future Board Agenda Items

XVII. Board Reports

a. District Improvement Committee - Mr. Over, Mr. Myers

- It was communicated that a Town Hall Virtual Meeting will be held on May 19, 2021 at 6:00 p.m.

b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers

- No report offered.

c. Vocational-Technical School - Mr. Piper, Mr. Wardle

- No report offered.

d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over

- No report offered.

e. Finance Committee - Mr. Deihl, Mr. Piper, Mr. Swanson, Mr. Gutshall

- No report offered.

Board Reports (continued)

f. South Central Trust - Mr. Deihl

- No report offered.

g. Capital Area Intermediate Unit - Mr. Swanson

- No report offered.

h. Tax Collection Committee - Mr. Swanson

- No report offered.

i. Future Board Agenda Items

- No report offered.

j. Superintendent's Report

- o Dr. Fry communicated that the list of *Year End Activities* has been shared with the Board of School Directors and were submitted to members this evening.
- o Dr. Fry requested the Board of School Directors contact Mrs. Seras if they plan on attending Commencement.
- o Dr. Fry shared the information below regarding Commencement:
 - Each graduate will receive 10 tickets.
 - Commencement will be held Friday, June 11th at the stadium with tickets and masks required for entry.
 - The rain dates for Commencement are Saturday, June 12th at 10:30 a.m. and Sunday, June 13th at 1:00 p.m.

XVIII. Meeting Closing

a. Business from the Floor

- Mr. Over thanked all staff and the administration for all they do and welcomed Mrs. Minnich as the new hire for the Administrative Assistant for the Superintendent of Schools.
- Mr. Gutshall thanked everyone for all they do and stated that he will be in attendance at Commencement.
- Mr. Piper also welcomed Mrs. Minnich.
- Mr. Myers thanked everyone for all they do for the District and welcomed Mrs. Minnich.
- Mr. Deihl thanked everyone for all they do and stated he will be in attendance at Commencement.
- Mr. Swanson thanked everyone for all they do and welcomed Mrs. Minnich as well.

b. Public Comment Regarding Future Board Agenda Items

- No future board agenda items.

c. Adjournment

Motion by Deihl, seconded by Roush, to adjourn the May 17, 2021 Board meeting.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over and Myers.

Motion carried unanimously. 7-0

Meeting adjourned at **8:22 P.M., May 17, 2021.** Next scheduled meeting is: **Monday, June 7, 2021.**


