

Regular Meeting of the Board of Education (Monday, July 16, 2018)

Generated by Susan Temple on Tuesday, July 24, 2018

Members Present: Jay Wilson, Tammy Neumann, Seth Haight, Elizabeth Huneke, Lucy Kelly, and Mark Schneider**1. Opening of Meeting****A. Call to Order**

President, Jay Wilson called the Regular Meeting of the Board of Education to order at 7:28 p.m.

2. Presentations**Mr. Kenneth Aikens**

Mr. Kenneth Aikens, Board Member Candidate, introduced himself to the group. Mr. Aikens lives on Elk Creek with his wife and two sons. He attended high school in Walton, went off to college, then moved back to delhi. He has worked in Bovina for 25 years. Mr. Aikens stated he has been interested in becoming a Board member for several years and feels now is a good time to get in. He commented he has worked with many districts and Delaware Academy is a very, very good school, which makes it easy for him to say he wants to be a part of this Board of Education. He said he feels he would benefit from becoming a member, as well as the Board of Education. Mr. Aikens commented he enjoys learning and solving problems; he does it every day. Mr. Aikens opened the floor to questions from the public. there were no questions.

The Board thanked Mr. Aikens for his interest in this Board of Education.

3. Public Comments

A. Public may address the Board

President, Jay Wilson opened the floor to public comments. There were no public comments.

4. Routine Matters**A. Approve Minutes - Regular Meeting**

On a motion made by Tammy Neumann, seconded by Elizabeth Huneke, the Board of Education approved the Minutes of the Regular Meeting held on June 11, 2018 as submitted. There were no questions, comments, or discussion, and the motion unanimously carried.

B. Approve Minutes - Special Meeting

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education approved the Minutes of the Special Meeting held on June 25, 2018 as submitted. There were no questions, comments, or discussion, and the motion unanimously carried.

C. Financial Reports

On a motion made by Mark Schneider, seconded by Seth Haight, the Board of Education accepted the AL Kellogg, Morgan Stanley Report for the period dated May 1-31, 2018 and the May 2018 Treasurer's Report as submitted. There were no questions, comments, or discussion, and the motion unanimously carried.

D. Personnel Recommendations

On a motion made by Tammy Neumann, seconded by Mark Schneider, the following personnel recommendations by the Superintendent be made pending fingerprint clearance (Retirements, Resignations, Probationary, Mentor, with the exception of the appointment of Melissa White as mentor. This appointment was tabled to the next scheduled Board of Education meeting, August 27, 2018, Summer Workers, Substitutes, and Special Election Workers):

Retirements:

- Raber, Linda, Elementary Special Education Teacher, effective November 23, 2018, after 15 years of service.

Resignations:

- Bennett, Tiffany, Elementary Teacher, effective August 31, 2018
- Sanford, Lynn, FT Bus Driver, effective June 30, 2018
- Soule, Courtney, Sr. Typist/CSE Secretary, effective July 31, 2018
- Tracy, Mike, Head Varsity Football Coach, Effective July 11, 2018

Provisional Appointments Awaiting Civil Service Exam:

No provisional appointments for July 2018

Probationary Appointments:

- **Albright, Kathleen**, 6th Grade Math Teacher, FT, 10 month, Location: Middle/High School, Certification: Permanent in the following areas: Pre-K, Kindergarten, and Grades 1-6, Probationary Period Effective: August 31, 2018 through August 31, 2021 with one year credit given for receiving tenure previously, Tenure Area: Elementary, Salary: \$45,000.00, Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and /or 3012-d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

- **All, Phillip**, Social Studies Teacher 7-12, FT, 10 month, Location: Middle/High School, Certification: Permanent in the area of Social Studies 7-12, Probationary Period Effective: August 31, 2018 through August 31, 2021 with one year credit given for serving as long-term substitute 2017-2018, Tenure Area: Social Studies 7-12, Salary: \$53,000.00, Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and /or 3012-d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.
- **Emilio, Melissa**, Elementary Teacher, Kindergarten, FT, 10 month, Location: Elementary Building, Certification: Initial in Early Childhood and Childhood Education (B-Gr. 2), Initial in Childhood Education (Gr. 1-6), Probationary Period: August 31, 2018 through August 31, 2022, Tenure Area: Elementary, Salary: \$42,000.00, Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and /or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.
- **LaTourette, Casandra**, Food Service Worker, PT, 5 hours per day, Probationary Appointment effective August 31, 2018, through March 29, 2019, Salary: \$12.78 per hour, and works under CSEA agreement.
- **Pitt, Emily**, Elementary Teacher, Grade 4, FT, 10 month, Location: Elementary Building, Certification: Initial, Childhood Education (1-6), Tenure Area: Elementary, Probationary Period: August 31, 2018 through August 31, 2022, Salary: \$42,000.00, Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and /or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.
- **Piurowski, Rose**, LTA, FT 10 month, Certification: LTA Level 3, Location: MS/HS Building, Probationary Appointment from August 31, 2018, through March 29, 2019, Salary: \$32,726.00, and works under the DESSA contract.
- **West, Emily**, Elementary Teacher, Grade 5, FT, 10 month, Location: Elementary Building, Certification: Initial in Early Childhood Education (B-Gr.2), Students with Disabilities (Gr. 1-6), and Childhood Education (Gr. 1-6), Tenure Area: Elementary, Probationary Period: August 31, 2018 through August 31, 2022, Salary: \$44,800.00, Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and /or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Mentor Appointments, Stipend \$300.00 per semester per DAFA Agreement::

- Boice, Christina, Mentor to Emily West
- Burrows, Rozalyn, Mentor to Melissa Emilio
- Cole, Dulcie, Mentor to Emily Pitt
- Graham, Amanda, Mentor to Lauren MacDonald
- Pecori, Jon, Mentor to Phillip All
- Rosener, Janine, Mentor to Katie Albright
- ~~White, Melissa, Mentor to Amanda Galunas (tabled to August 27, 2018)~~

Leave Request:

No leave requests for July 2018

Permanent Appointments:

No permanent appointments for July 2018

Change in Position:

No change in positions for July 2018

Summer Workers:

- Crandell, Darleen, Bus Aide 1:1 - Springbrook Run, July through August 2018, Salary: \$18.26/hour (\$17.26 plus \$1.00 for 1:1 assignment)
- Hadley, Donna, Bus Driver - BOCES Run, July through August 2018, Salary per CSEA Contract
- Meszler, Kathleen, Bus Driver - Springbrook Run, July through August 2018, Salary per CSEA Contract
- Olson, Tristan, Student Worker - Custodial, July through August 2018, \$10.40 per hour
- Vandenberg, Mary, Bus Aide 1:1 - BOCES Run, July through August 2018, Salary: \$11.40/hour (\$10.40 plus \$1.00 for 1:1 assignment).

Substitute Appointments Pending Fingerprint Clearance - July 1, 2018, through June 30, 2019:

- Cipperly, Robbin, Retired Instructional, \$110.00/day
- Coca, Melissa, Non-Instructional, \$74.00/day, Food Service, \$10.40/hour
- Curley, Kathleen, Instructional, \$95.00/day
- DellaCrosse, Polly G., Instructional, \$95.00/day
- DelSavio, Gail, Retired Instructional, \$110.00/day
- Evans, Daren, Bus Driver, \$23.00/hour

- Fisher, Edward, Bus Driver, \$23.00/hour
- Maney, Cooper, Non-Instructional, \$74.00/day
- Morley, Nancy, Non-Instructional, \$74.00/day
- Olson, Tristan, Student Worker - Custodial, \$10.00/hour
- Schriver, Lynn, Non-Instructional - Food Service Worker, \$10.40/hour
- Silano, Kristin, Nurse, \$100.00/day
- Vandenberg, Mary, Non-Instructional 1:1 Bus Aide, \$10.40/hour
- Wheatley, Elaine, Retired Instructional, \$110.00/day
- Wright, Jessica, Non-Instructional, \$74.00/day

Special Election Workers - August 9, 2018:

- June Barriger, Chairperson, Unpaid
- Noble, Vicki L., Chief Election Inspector, \$130.00
- Priest, Susan, Alternate Election Inspector, \$130.00
- Vredenburg, Ruth, Election Inspector, \$130.00
- Thomson, Jason D., Alternate Chairperson, Unpaid

Long-Term Substitute:

No long-term substitutes for July 2018

There were no questions, comments, or discussion, and the motion unanimously carried.

On a motion made by Tammy Neumann, seconded by Mark Schneider, the Board entered Executive Session to discuss a personnel appointment. The Board entered Executive Session at 7:37 p.m.

On a motion made by Elizabeth Huneke, seconded by Lucy Kelly, the Board left Executive Session and entered back into Open Session at 7:41 p.m.

On a motion made by Seth Haight, seconded by Elizabeth Huneke, the Board of Education approved the following personnel appointments:

Extracurricular Activity Appointments 2018-2019, Stipend as per DAFA Agreement and paid in June 2019:

- Ainsworth, David, Honor Society HS, Step V, 3 years of service, Stipend: \$2,473.00
- Coleman, Jill, Color Guard, Step VI, 4 years of service (unpaid)
- Coleman, Jill, Marching Band Assistant, Step VIB, 3 years of service, Stipend: \$1,092.00
- Coleman, Jill, Musical Choreographer, Step VIB, 4 years of service, Stipend: \$1,092.00
- Collison, Kim, Musical Accompanist, Step VII, 4 years of service, Stipend: \$611.00
- Collison, Kim, Musical Director Asst. (Vocal Dir.), Step IIB, 7 years of service, Stipend: \$2,355.00
- Degan, Sean, Musical Director, Step IIA, 5 years of service, Stipend: \$4,917
- Degan, Sean, Stage/Jazz Band (Co-Advisor), Step V, 4 years of service, Stipend: 1,236.50
- Graham, Amanda, Creative Writing Club HS, Step VI, 6 years of service, Stipend: \$1,918.00
- Gray, John, Film Club (unpaid)
- Gray, John, Speech and Debate Club, Step IV, 5 years of service, Stipend: \$3,213.00
- Gray, John, Yearbook Out of Class (Co-Advisor), IB, 5 years of service, Stipend: \$2,775.00
- Gregory, Anne, Safety Patrol (Co-Advisor), Step III, 7 years of service (4 paid), Stipend: \$1,325.33
- Hannigan, Peter, Science Club (Co-Advisor), Step VI, 7 years of service, Stipend: \$959.00
- Kline, Mark, Science Club, (Co-Advisor), Step VI, 11+ years of service, Stipend: \$1,154.00
- Kline, Mark, FFA Assistant, Step III, 3 years of service, Stipend: \$3,976.00
- Layman, Stacy, Safety Patrol (Co-Advisor), Step III, 4 years of paid service, Stipend: \$1,325.33
- Legg, Terry, German Club, Step IV, 11+ years of service, Stipend: \$3,770.00
- Lindner, Aimee, Marching Band, Step V, 2 years of service, Stipend: \$1,585.00
- Lindner, Aimee, Musical Instrument Assistant, Step V, 2 years of service, Stipend: \$1,585.00
- Lindner, Aimee, Stage/Jazz Band (Co-Advisor), Step V, 1 year of service, Stipend: \$792.50
- Losie, Abigail, Student Senate HS, Step IV, 5 years of service, Stipend: \$3,213.00
- Losie, Abigail, Yearbook HS Out of Class (Co-Advisor), Step IB, 5 years of service, Stipend: \$2,775.00
- McGrath, Doreen, Class Advisor - Junior (Co-Advisor), Step V, 3 years of service, Stipend: \$1,606.50
- Pecori, Jon, Class Advisor - Senior (Co-Advisor), Step IV, 8 years of service, Stipend: \$1,606.50
- Piper, Nancy, Honor Society MS, Step IV, 9 years of service, Stipend: \$3,213.00
- Rolfe, Brian, Art Club, Step IV, 11+ years of service, Stipend: \$3,770.00
- Rolfe, Brian, Class Advisor - Junior (Co-Advisor), Step IV, 11+ years of service, Stipend: \$1,885.00
- Sanford, Don, Student Senate MS, Step V, 11+ years of service, Stipend: \$2,993.00
- Sherman, Terri, Class Advisor - Senior (Co-Advisor), Step IV, 4 years of service, Stipend: \$1,606.50
- Sherman, Terri, FCCLA, Step IB, 11+ years of service, Stipend: \$6,515.00
- Temming, Michelle, Safety Patrol (Co-Advisor), Step III, 4 years of paid service, Stipend: \$1,325.33
- Tucker, Brittany, Class Advisor - Sophomore, Step V, 5 years of service, Stipend: \$2,473.00
- Tucker, Brittany, Spanish Club, Step IV, 9 years of service, Stipend: \$3,213.00
- Verspoor, Amy, Musical Stage Crew Manager, Step V, 2 years of service, Stipend: \$1,585.00
- Yando, Allison, SADD, Step IV, 11 years of service, Stipend: \$3,770.00

There were no questions, comments, or discussion, and the motion unanimously carried.

On a motion made by Elizabeth Huneke, seconded by Seth Haight, the Board of Education approved the following athletic appointments:

Athletic Appointments 2018-2019, Stipend as per DAFA Agreement Unless Otherwise Specified:

- Neumann, Phil, Interim Head Varsity Football Coach, fall season with 8 years of experience and a stipend of \$5,940.00

Tammy Neumann abstained from the vote. The motion carried with a vote of 5 Aye, 0 Nay, 1 Abstained.

On a motion made by Seth Haight, seconded by Mark Schneider, the Board approved the following personnel recommendations made by the Superintendent:

Volunteer Appointments:

No volunteer appointments for July 2018.

Other - Salary Adjustment/Merit Increase:

- Burns, Susan, LTA, \$2,090.42
- Pardee, Ann, LTA, \$1,707.91
- Padovani, Dolores, \$1,680.38

Other - Bus Driver Trainee:

- VanBuren, Ashley, Bus Driver Trainee, Effective: July 16, 2018 - June 30, 2019, Unpaid

There were no questions, comments, or discussion, and the motion unanimously carried.

E. CSE Recommendations

On a motion made by Mark Schneider, seconded by Tammy Neumann, the Board of Education approved the CSE Recommendations for June 2018 as submitted. There were no questions, comments, or discussion, and the motion unanimously carried.

5. Reports

- Principal's Monthly Reports
- Departmental Reports
- Superintendent Monthly Report

6. Policy Review / Adoption

- No Policy Review for July, 2018

7. Old Business

No Old Business for July, 2018

8. New Business

A. Nomination for NYSSBA Area 8 Representative

On a motion made by Elizabeth Huneke, seconded by Seth Haight, the Board of Education approved the following resolution. WHEREAS, Brian LaTourette is seeking the support in the form of a nomination from the Board of Education of Delaware Academy Central School District at Delhi to continue to serve as the district's New York State School Boards Association (NYSSBA) "Area 8" representative; THEREFORE BE IT RESOLVED, that the Board of Education of the Delaware Academy Central School District at Delhi nominates Brian LaTourette to serve as the district's NYSSBA Area 8 representative. There were no questions, comments, or discussion, and the motion unanimously carried.

B. Accept Donation - Piccolo

On a motion made by Lucy Kelly, seconded by Tammy Neumann, the Board of Education accepted a donation from Jackie Howard of one piccolo, serial #87894 with a value of \$864.00 to the music department. The Board of Education thanks Ms. Howard for the donation and accepts with gratitude. There were no questions, comments, or discussion, and the motion unanimously carried.

C. Resolution to Award Bus Lease

On a motion made by Seth Haight, seconded by Tammy Neumann, the Board of Education approved the following resolution for a bus lease.

WHEREAS the voters of the District at a duly authorized meeting held on May 15, 2018, approved the short-term lease of one (1) 35 passenger wheelchair accessible bus pursuant to Chapter 472 of the Session Laws of 1998, at total cost not to exceed \$113,246.65, and upon the recommendation of the Superintendent of Schools, it is hereby RESOLVED, that the approved short-term lease for said motor vehicle be and is hereby awarded to Matthews Buses Inc., 2900 Route 9, Malta, Ballston Spa, NY 12020, for a period of five (5) years from the date of said agreement at a cost of five (5) equal payments per bus of \$22,651.33, for one (1) 35 passenger Wheel Chair Thomas Saf-T-Liner C2 bus. There were no questions, comments, or discussion, and the motion unanimously carried.

D. Request to Remove Books from Use/Discard - Elementary

On a motion made by Lucy Kelly, seconded by Seth Haight, the Board of Education approved requests from elementary classes to remove books (see attached lists(5)) from use in the HMH program as the HMH program is no longer used for ELA. There was a brief discussion about how we dispose of the books. There were no further questions, comments, or discussion, and the motion unanimously carried.

E. Request to Remove Books from Use/Discard

On a motion made by Elizabeth Huneke, seconded by Mark Schneider, the Board of Education approved a request from Elementary Teachers to remove books (see the attached lists (3)) from the Journey's Program as the program is no longer used for ELA. There were no questions, comments, or discussion, and the motion unanimously carried.

F. Request to Remove Books from Use/Discard

On a motion made by Mark Schneider, seconded by Seth Haight, the Board of Education approved a request from Megan Ainsworth to remove one set (23 books) of The World Book Encyclopedia from use as the set is out of date and obsolete. There were no questions, comments, or discussion, and the motion unanimously carried.

G. Request to Remove Books from Use/Discard

On a motion made by Seth Haight, seconded by Mark Schneider, the Board of Education approved a request from David Ainsworth to remove books from use (see attached list) as the books are unused, damaged, badly worn, obsolete, and outdated. There were no questions, comments, or discussion, and the motion unanimously carried.

H. Request to Remove Books from Use/Discard

On a motion made by Seth Haight, seconded by Mark Schneider, the Board of Education approved a request from the elementary 2nd-grade department to remove books from use (see attached list) as the books are no longer used. There were no questions, comments, or discussion, and the motion unanimously carried.

I. Surplus Equipment - Music Department

On a motion made by Seth Haight, seconded by Mark Schneider, the Board of Education approved a request from the music department to deem one Marching Snare Drum, Manufacturer: Yamaha, Serial #LJ-4928, Model: MS-814U, in good condition, but needs a new drum head as surplus; and the Board of Education approved a request from the music department for permission to donate one Marching Snare Drum, Manufacturer: Yamaha, Serial #LJ-4928, Model: MS-814U, in good condition, but needs a new drum head, to the Margaretville Central School District. There were no questions, comments, or discussion, and the motion unanimously carried.

J. Surplus Equipment - Music Department

On a motion made by Seth Haight, seconded by Mark Schneider, the Board of Education approved a request from the music department to deem the following items as surplus: - Four (4) Marching Drum Harnesses - 3 Snare, 1 Bass, Serial Numbers: 841870, 841872, 84187G, N/A - Bass, poor condition; - Drum Kit, Unknown brand, TJ percussion drum heads, good condition; - Bass drum stand, Manufacturer: Ludwig, Model: LE788, poor condition; - Drum Kit, Manufacturer: Ludwig, good condition; - Baritone, Manufacturer: Conn, Serial No. 979924, poor condition; - Baritone, Manufacturer: Conn, Serial No. 304035, poor condition; - Flute, Manufacturer: Yamaha, Model: YFL2115, Needs repair; - Clarinet, Manufacturer: Bundy, Serial No. 710971, broken beyond repair; - Tuba case, poor condition; - Clarinet, Manufacturer: Vito, Serial No. 68626, needs extensive repair. There were no questions, comments, or discussion, and the motion unanimously carried.

9. Public Comments

A. Public May Address the Board

President, Jay Wilson opened the floor to public comments. There were no public comments.

10. Other Discussion

A. Board Comments

Tammy Neumann commented it is nice to see the excitement about the new staff by the Principal's. She stated she really enjoyed the graduation ceremony this year; it was fabulous! Ms. Neumann likes hearing about all the positive things that are happening in the district.

Seth Haight remarked on how much he enjoys the end-of-the-year activities. Each night he attends functions, he has a really good time. He appreciates everyone. Mr. Haight commented on the group of candidates that attended tonight stating they seem like a great group of people and that the employment here at Delaware Academy is more than just a job. He pointed out how more than a few of the candidates mentioned when they introduced themselves, that Delaware Academy is where they want to be. Congratulations to all of the new hires.

Lucy Kelly reiterated what Ms. Neumann, and Mr. Haight said regarding the graduation ceremony; it was very enjoyable. She particularly enjoyed the speeches and the music. She mentioned she's glad our administrator's think about ways to reuse the books and items that are on the agenda for discard - not just discarding the items. Ms. Kelly served on the interview committees for the candidates and she commented they all seem to be excellent choices for the district. Another item Ms. Kelly commented on is the plan to continue to look at a Pre-K program and also the need to find funding to keep the program if and when it comes to fruition. She likes the fact that our Board has challenged everyone to "think outside the box."

Mark Schneider remarked on graduation as well, since he had a son that graduated this year. Mr. Schneider appreciates all that Delaware Academy has done for him. He stated his son had some wonderful mentors and people he relates to are all teachers. Mr. Schneider would like to challenge other Board members, if they are attending functions or visiting other school districts for events, to see if they can walk around the building and compare the upkeep. Delaware Academy is cleaner than most schools he's been in. Everyone can take pride in that. Especially the elementary buildings - there is a world of difference in facilities where our students not only get good grades, but are astounding. He wants the Board to continue to invest in the physical aspect of our environment to make it so much more inviting.

Elizabeth Huneke commented that graduation was amazing! Also, Ms. Huneke remarked about her appreciation that we are hiring local people to work at Delaware Academy. She stated we need to keep people like that and find ways to keep students in our district and community. We have a great mentor program and CTEP program. She'll miss the seniors and it would be really great to get them back in our community.

11. Close Meeting

A. Upcoming Board of Education Meeting Dates

- Special Election, Thursday, August 9, 2018 from Noon to 8:00 p.m. in the High School Auditorium.
- Board Retreat, Thursday, August 23, 2018 in the middle school Media Library Center, 8:00 a.m. to 4:00 p.m.
- Regular Board of Education Meeting, Monday, August 27, 2018, 6:00 p.m. in the High School Media Library Center. It is anticipated that the Board of Education will act upon a resolution to convene an executive session and will plan to return to open session at 7:00 p.m.

On a motion made by Tammy Neumann, seconded by Lucy Kelly, the Board entered Executive Session to discuss a contractual item, with no action to be taken, at 8:57 p.m.

9/13/2018

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On a motion made by Elizabeth Huneke, seconded by Mark Schneider, the Board left Executive Session and adjourned the Regular Meeting at 9:55 p.m.

Respectfully submitted,

Susan J. Temple
District Clerk