

Buena Vista City Public School

School Board Meeting

Ramsey Center

July 23, 2020

Minutes

In attendance: John Rice, Teresa Ellison, John Roberts, Roy Mohler, Wayne Flint (participated remotely due to continuing health concerns) Sherrie Wheeler, John Keeler, Donna Frazier, Kelly Linkenhoker, Sandra Mohler, and 81 Zoom participants

Chairman Teresa Ellison called the meeting to order, Pledge of Allegiance and Moment of Silence was observed.

Chairman Ellison went over Zoom protocols for people participating in our meeting remotely.

Approval of Agenda:

Chairman Ellison – We do have some amendments to the Agenda. Have some items that need to include for action items this evening.

Action Item D - Resignation letter from School Board Member John Butler

Action Item E - Resolution – Petition for Writ of Election

Action Item F - Special Called Meeting to approve the calendar & advertisements relating to filling the Interim School Board vacancy. Do I have a motion to that effect?

Motion was made to approve the amended Agenda by John Rice, seconded by Roy Mohler. All other members voted yes. Motion is carried.

Chairman Ellison –There will not be a closed session for this meeting.

RECOGNITION:

Dr. Keeler – We would like to present Mrs. Gilbert, and her staff at Parry McCluer Middle School with the Exemplary Achievement Academic Award. Parry McCluer Middle School was chosen by the 2020 Virginia Board of Education. This is the highest individual award we have received. Let's give these folks a big hand. There are 2,182 public schools in the state of Virginia. Of the 2,182 schools only 71 were recognized. That puts the Middle School in the top 3.2% in the State. We were notified by the Board of Education that 2 of our schools had won awards. The High School won recognition for attendance improvement. The Middle School won their award on Academic Achievement. Debbie is always looking to make things better. The Blue Hole Café has been a great success. The students love it and they want to come school.

Debbie Gilbert: I remember Bob Williams, who was my principal and he always gave credit to the people around him. That stayed with me. You are only as good as the people surrounding you.

Chairman Ellison – We are extremely proud of each and every one of you. This is a great honor. VSBA selected the Blue Hole Café to be in its Showcase for Success. Debbie did a presentation about the program and she did an outstanding job.

Presentation: Return to School Plan and the amended School Calendar for 20 - 21

Dr. Keeler – I would like to thank our Task Force Member for the job they did. We had 139 pages of guidelines from the Department of Education. So we divided up into groups instruction, technology, transportation, maintenance and health. Individual parts were written and combined into one plan that would be submitted the Depart of Ed. The Health plan has already been accepted. We plan to submit the final instructional plan in the next week or so. Resources contributed to the plan included surveys, social media feedback, CDC and VDH guidelines. Consultations with local health department and regional instructional leaders and superintendents. Due to the length and details of the plan, a copy of the presentation is attached

— BE A BLUE —

Buena Vista City Public Schools Fall 2020 PreK-12 Reopening Plan

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ACADEMICS ARTS ATHLETICS —

— BE A BLUE —

Task Force Members:

Superintendent: John K. Keeler

Administrators: Lisa Clark, Melissa Cobb, Debbie Gilbert, Kelly Linkenhoker, Sherrie Wheeler

Facilities and Maintenance: Jeremiah Brockenborough, Jimmy Mason

Transportation - Bucky Buchanan

Health and Safety: Sara Knick, Juli Gibson

Food Services: Mary Poe

KES Team: Melanie Beard, Lauren Fauber, Lori Garrett, Kristi Kehrer, Peggy Poluikis, Mitzi Wheeler

EHES Team: Hannah Borgerding, Sara Hayes, Brandi Kerr, Teresa Roberts, Chuck Rice

PMMS Team: Laurie Armstrong, Angie Patterson, Carrie Crawford, Lucas Wheeler

PMHS Team: Mike Cartolaro, Troy Clark, Danny Cole, Chris Floyd, Mike Gibson, Carlie Owen, Mark Wheeler, Bob Williams, Daniel Kosogof

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ACADEMICS ARTS ATHLETICS —

BVCPS is committed to providing:

Safe Operations-Aligned with Best Practices recommended by the CDC and VDH for all school buildings, transportation and food services.

Teaching and Learning- Prepared, engaging and aligned instruction.

Communication-Commitment to ongoing, frequent communication with all stakeholders.

Equity and Access- Access provided to all needed resources and supports for all students.

Informed Flexibility- Educational options will be adapted to meet all levels of accessibility and will change and adapt according to state requirements.

Behavioral Health-Whole Child approach will be used to support students, families and the community.

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ACADEMICS ARTS ATHLETICS

Our Goals

- Consider the safety and wellness of students and employees, first and foremost;
- Continue to strive for excellence in academics with literacy remaining a top priority for all students;
- Incorporate critical thinking, creative thinking, collaboration, communication, citizenship and leadership while working in a blended learning environment;
- Provide learning choices for families to accommodate all needs and health concerns;
- Involve multiple stakeholders when making decisions regarding the reopening of schools;
- Maintain consistent communication with students, families, and employees.

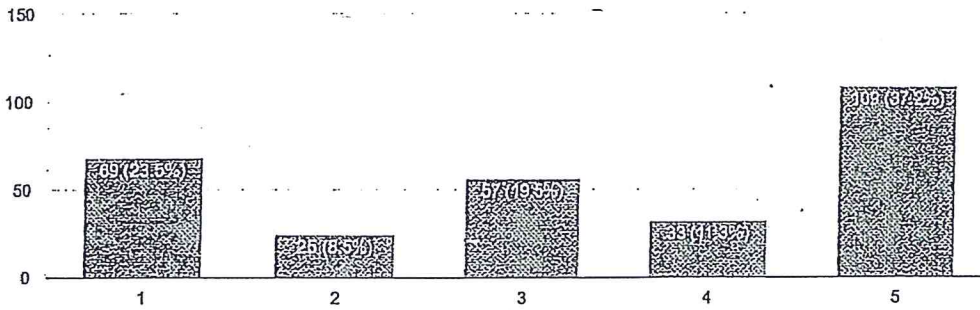
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ACADEMICS ARTS ATHLETICS

Key Points from Our Parent Survey

Grades preK-5 attend school daily (group sizes would be small to adhere to the 6ft apart guideline).

293 responses



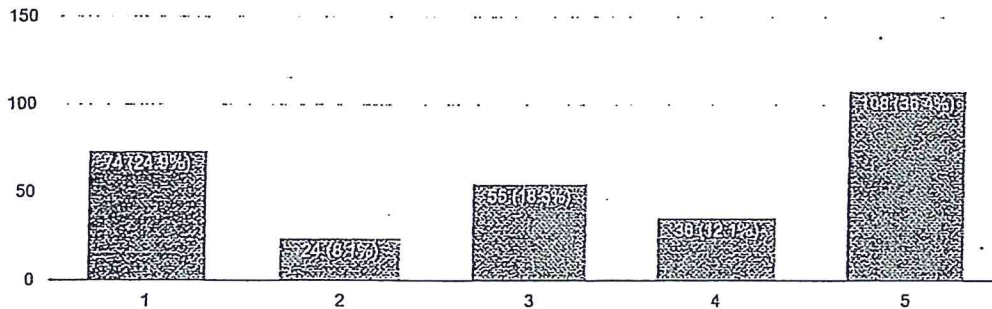
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ACADEMICS ARTS ATHLETICS

Key Points from Our Parent Survey

Grades preK-7 attend school daily (group sizes would be small to adhere to the 6ft apart guideline).

297 responses



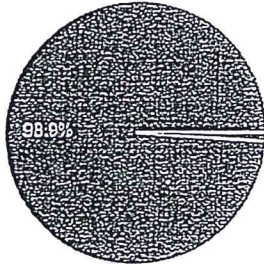
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ACADEMICS ARTS ATHLETICS

Key Points from Our Staff Survey

Do you currently have a health condition or concern that will prevent you from returning to your worksite this Fall?

93 responses



Yes, I have a medically documented health condition that will prevent me from returning to work.

No

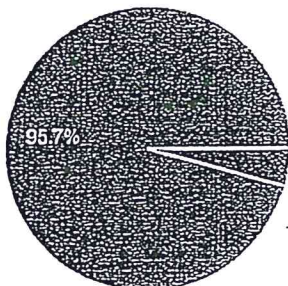
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ACADEMICS ARTS ATHLETICS

Key Points from Our Staff Survey

Does someone in your household have a health condition that will prevent you from returning to your worksite this Fall?

93 responses



Yes, someone in my household has a medically documented health condition that will prevent me from returning.

No

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Reopening Scenarios and Learning Options

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ACADEMICS ARTS ATHLETICS

Reopening Scenarios

Phase I: If schools are required to return to Phase I state-wide OR if a community spread occurs in Buena Vista/Rockbridge County and the health department determines we need to close, all grade levels will return to a complete distance learning model. All students will attend classes via virtual or learning packets and/or materials downloaded onto their school-issued devices.

Phase II: If schools must return to a Phase II model, only grades preK-3, SPED, and ELL students may be permitted to be on campus.

Phase III (most likely for school reopening): All students have the opportunity to receive some instructional time learning on-campus.

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Instruction 8th-12th grade:

- Students will attend in-person 2 days per week on Monday/Wednesday OR Tuesday/Thursday. Students will participate in virtual learning at-home 3 days per week.
- A 4X4 Block Schedule will be implemented. Students will take only 4 classes at a time. Each course will last for only one semester.
- Students unable to attend on-campus classes may participate in the 100% distance learning option.

Communication and Feedback

- Parent Meetings, both virtual and in-person, will be conducted prior to school opening to provide further information.
- Informational Videos will be made available to families to demonstrate safety procedures and practices.
- School Messenger will be utilized to keep parents informed of upcoming meetings and information sessions.
- All information, including the recordings from meetings and informational videos will be made available on school and division websites.

Safety and Health Protocols

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Safety and Health Protocols: Cleaning, Sanitizing and Disinfecting

- A consistent cleaning cycle for high frequency areas, door knobs, handrails, desks, restrooms, fountains, etc.
- Disinfectant cleaner provided to each classroom to use as needed.
- Frequently scheduled hand washing or use of in classroom hand sanitizer.
- Buses disinfected on a regular basis.
- A scheduled deep cleaning routine will be followed as needed.
- Signage will be posted throughout the facilities
- Hand sanitizers will be available when students enter the building at every door, and in every classroom.

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Recess and/or Physical Education Classes

- The district will follow all the recommended protocols and recommendations of the CDC and VDH.
- Weather permitting, all physical education classes will be conducted outside and all equipment will be cleaned before/after use.
- All activities will be designed and implemented to maintain social distancing guidelines.

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Monitoring students and staff

- Families, faculty and staff are asked to self-monitor their signs/symptoms and stay home when ill. Staff members will conduct a daily health screening prior to coming to work each day.
- Parents will conduct health screenings daily before their child leaves home.
- Student temperature checks will be conducted each day upon student arrival.
- Students with a fever will be asked to return home for observation by a family member. Students may return to school if fever free for 72 hours (fever reducing medication free) and/or clearance from a medical provider.
- An isolation room in the school will be available for students who are sick in order to keep the nurse's office available for students needing routine care.

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Protecting Students and Staff at Higher Risk

- Face coverings will be provided and required among all staff physically able to wear them when they cannot maintain at least 6 ft of social distancing.
- Face coverings will be used by students during group work and any hall movement and transition.
- Masks or face shields will be provided to students and staff as needed.
- Staff needs/concerns will be addressed on a case by case basis.
- Opportunities for full remote teaching or virtual learning will be provided.
- Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case by case basis. Appropriate accommodations will be made to fully support their safety and learning.

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Additional Considerations

- Students will wash hands or use hand sanitizer as they enter the bus and classrooms.
- Students will wash hands or use hand sanitizer BEFORE going out for recess and RETURNING from recess.
- Students will wash hands or use hand sanitizer BEFORE breakfast and lunch and AFTER breakfast and lunch.
- Students and staff will abide by social distancing guidelines to the best of their abilities at all times.
- Desks will be spread out 6ft apart and face the same direction.

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— ACADEMICS ARTS ATHLETICS —

Facilities and Transportation

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Transportation

- All students will be encouraged to use hand sanitizer when getting on the school bus or into a school car.
- Students are required to wear a face covering when riding the school bus or being transported in a school car. If students cannot wear mask they must find alternate transportation.
- Students will be seated one per seat. Children living together may sit together on the bus.
- Bus seats will be assigned. If students cannot stay seated in their assigned seats, they must find alternate transportation.
- Windows will be opened to increase ventilation as is appropriate.
- Buses are disinfected after each run.
- During parent pick up, parents will park along the curb directly in front of each school. Parents/family members will stay in their vehicles.
- Students will be escorted out to the parent's vehicle.

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ACADEMICS ARTS ATHLETICS —

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Employee Return to Work Plan

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— ACADEMICS ARTS ATHLETICS —

What are we doing for high-risk employees?

- BVCPS will survey all employees to identify any individual who reports that they have circumstances that will impede their return to on-site work upon reopening.
- The BVCPS Human Resources Department will communicate with all individuals who respond affirmatively to determine the nature of their risk factors or barriers to return and provide accommodations, modifications, supports, and/or alternatives to on-site work as determined appropriate per their individual needs. (Options will include: telework, modified job duties, and virtual instructional opportunities.)

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— ACADEMICS ARTS ATHLETICS —

What if a staff member contracts COVID-19?

- If a staff member contracts COVID-19 they will be allowed 80 hours (2 weeks/10 days) of paid leave before they must use their own leave time.
- We will follow all laws and regulations related to leave such as the Families First Coronavirus Response Act's: Employee Paid Leave Rights.

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— ACADEMICS ARTS ATHLETICS —

Does employee health insurance cover COVID-19 testing?

Yes, BPA will cover 100% of the cost.

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Return to Work Guidance

After the School Board approval of the Plan, staff members will be invited to participate in virtual and in person meetings to discuss procedures and answer any questions.

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Breakfast and Lunch Procedures for Fall 2020

- Breakfasts will be prepared, bagged, and delivered to classrooms by 8:30am
- Lunches will be served in classrooms between 11:30-1:30 pm
- Virtual Student lunches M-Th will be available at the PMMS "Hole in the Wall" on 23rd Street between 10-10:30 am and at EHES on Fridays between 11:00-1:00 pm
- Limited personnel will be allowed in cafeteria at any time

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After School Care

- BEST-
 - Begin The week of September 14th
 - Held in different classrooms than the classrooms used during the school day
 - Will be sanitized before and after use
 - Groups limited to 10 per classroom following social distance guidelines
 - Will adhere to same health and safety procedures as prescribed by the District
 - One bus for transportation of students will be available
- YMCA
 - M-Th 2:00pm-5:00pm
 - Available to Pre-K- 5th students
 - Will adhere to same health and safety procedures as prescribed by the District

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ACADEMICS ARTS ATHLETICS —

Parent Decision Form

In order to finalize individual student schedules, create bus routes, and assign bus seats, we will ask each family to return a *Parent Decision Form* alerting us to your needs and choices.

The *Parent Decision Form* will be posted on our webpage, social media, and will be mailed to all families. It needs to be completed by Friday, July 31, 2020.

A separate form will need to be filled out for each student in a family.

Without a completed form, a student will not be given a school schedule or have a reserved bus seat, if needed.

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Waivers and Forms

- BVCPS Extracurricular Voluntary Participation Agreement
- Return to School Parent Decision Form
- Daily Staff Health Screening

More information can be found at in our Health Plan Guidelines:

<https://docs.google.com/document/d/1yQkdqva3KYFk8SI2j4qkLzNW9JftGmTG5zUS2o8jiwl/edit>

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Technology-Donna Frazier-Students in grades 2-12 will get a Chrome book to take home for instructional needs. Students in Pre-k-1 will received an iPad to take home. This summer we put public Wi-Fi at the high school throughout the parking lot. It extends to the field house, outdoor classroom and the Press Box. We have purchased 60 hotspots for families if they need it. We used hotspots this summer for families that have poor internet or no internet at all. It worked great. Families can request hotspots.

A video was shown on what a school day would look like. Lucas Wheeler put it together. Kelly Linkenhoker also helped with the video.

Sara Knick – yes, if we have to send a child home, we will follow up with the parent. If the child remains out the next day, we will check to see how the child is doing. See if the child has been seen by a doctor. If we do received notification that a staff member or student has covid-19 the Health Department goes back 2 days before symptoms started. Looking to see who they had contact with. The Health Department will reach out to these people. Not everyone is going to take their child to the doctor.

Dr. Keeler – I am asking the Board to extend the start date to August 31. We need time to prepare. We have a lot of information to get out, so when school starts we are ready.

Juli Gibson- Health plan. Can see the complete plan on the website. Utilize school message system, division website, individual school website, social media, and emails to keep people up to date. Worked closely with the Health Department and Hospital. Different forms for employees. We are working on getting a screening form for students and staff. Form can be done on your cell phone. A lot of signs throughout the schools, buses, food service areas to remind students about the protocols. Requirements for sports, athletes will be tested each day. Protocols for when someone gets sick. If a student gets sick, they will go into an isolation room. There will be one at each school to prevent further contact. Student will either go home or to a health care facility. Cleaning protocols will go into effect. Health Department will be notified. Health Department will help guide us if a school needs to be shut down. There are constant changes and updates that we have to take into consideration. More than happy to answer any questions.

Dr. Keeler – The Health plan was the most difficult, and had to be done first. So that’s our plan, I hope this answers your questions and puts your mind at ease.

Paula Charlton – Does a staff member have to use their sick days, if they are out for 10 to 14 days with covid-19?

Dr. Keeler – No, for those 10 days a staff member will not have to use their sick days.

Audience Member – Will there be some type of orientation for new 8th graders, 3rd graders and 6th graders?

Dr. Keeler – Yes, orientation has been planned for these groups. We call this transition points and we take this very seriously.

Audience Member – I want to thank you, my kids participated in the summer reading program and I thought it was great. Great interaction with teachers. I heard you say you had 300 responses to the surveys. There are 1000 kids, you should have a 1000 survey results from parents. I appreciate all your work to make sure our kids are safe. Thank you. I know it is going to be hard.

Dr. Keeler – the 2nd part of the presentation – We are asking to amend the 2020-2021 School Calendar. We want to move the start date of school from August 17th to August 31st. Thank you so much!

Chairman Ellison - Welcome of Visitors, Parents, and Community Leaders and Public Comment:

Public Comment - Paula Charlton – I want to thank you. It should provide some comfort for parents to know the work put into making this plan possible. This is a different year for everyone. I cannot image a teacher coming back to the conditions. A lot of worry and stress. All of the things you have planned are great. Debbie Gilbert never missed an opportunity to say thank you to her staff. We have the best school system in the state of Virginia. Please remember to encourage staff.

Juli Gibson – Mental health issues – We will be supporting our staff; we have training for staff to help deal with emotional stress of working during covid-19. Also help students deal and cope with emotional stress.

Approval of Consent Agenda:

Motion was made by Roy Mohler to approve the Consent Agenda, that includes minutes for June 25, 2020 and payment of bills. Seconded by John Roberts. All other members voted yes.

Action items

Motion was made by Wayne Flint to approve the 2020-2021 Return to School Plan as presented. It was seconded by John Rice. All others members voted yes. Any opposed?

Wayne Flint – I also want to make another motion in relationship to the school plan. I move that the Administration be authorized to veer from or change the School Plan as they see fit. Without seeking Board approval until the next regular Board Meeting. And also in the same motion that the Administration advise each School Board Member of changes being made.

Chairman Ellison noted that Mr. Flint could not present this motion as it is not in our Action Items. The Agenda will need to be amended to include Mr. Flint's additional motion.

John Roberts made the motion to add Mr. Flint's motion regarding changes to the school plan be added to the agenda. It was seconded by John Rice. All other members voted yes.

John Rice made the motion to approve Mr. Flint's motion regarding changes to the school plan go forward. It was second by John Roberts. All other members voted yes.

Any opposed, motion carried.

Dr. Keeler – The School calendar starts 2 weeks later. We had to make changes. We took 2 vacation days at Christmas, 2 vacation days at Spring Break, Dr. King day, and any built in professional development days. We did not want the change the end of May as the last day of School. We needed 2 additional weeks at the beginning of the School year. This gives teachers time to prepare for the start of School.

Chairman Ellison – Noticed that you moved professional development days to the start of the school year. And 2 work days at the end. No professional development days in between?

Dr. Keeler – 180 days schedule, 990 hours. Any professional development that may needed can be done on Fridays.

Chairman Ellison - Do I hear a motion to approve the amended 2020-2021 School Calendar?
So moved by John Rice. Seconded by Roy Mohler. All other members voted yes. Any opposed? motion carried.

3rd item is approval for the Assistant Superintendent to sign for the Superintendent. Designates Mrs. Linkenhoker to be able to sign for the Superintendent in his absence.

Dr. Keeler – It's important now because of my age. We need to get this taken care of especially because of the pandemic.

Chairman Ellison – Do we have a motion?

Roy Mohler made a motion to approve for the Assistant Superintendent to be able to sign for Superintendent as needed. Seconded by John Roberts. All other members voted yes. Motion carries.

Chairman Ellison – 1st is the resignation letter from John Butler. Effective August 1, 2020, I will resign as a member of the Buena Vista School Board. This is because our family will be moving to Clifton Forge, VA. I have enjoyed my time as a member of the School Board and have learned much. We need to approve Mr. Butler's resignation.

John Roberts made the motion to accept the resignation of School Board Member John Butler. Seconded by Roy Mohler. All other members voted yes.

Chairman Ellison-Any oppose? Motion carried. Need to approve a Resolution to Petition for Writ of Election. We have 15 days to Petition for Writ of Election that comes from our Attorney. In November there will be an election for a School Board Member. We will have to appoint someone within 45 days of the opening. This needs to be done by the middle of September.

The resolution reads-Whereas the City School Board of Buena Vista, Virginia, here after called the Board, is comprised of 7 at large members. Whereas John S Butler was a successful candidate for a at large seat at the general election on November 5, 2019 and was elected to take office for the term January 1, 2020

through December 31, 2023 and whereas John S. Butler announced his resignation by letter dated July 23, 2020 and effective August 1, 2020 leaving a vacancy in a at large seat. Whereas the Board pursuant to Virginia Code 24.2-226 is required to petition the Circuit Court of the City of Buena Vista issue a Writ of Election. Now therefore be it resolved that the School Board Attorney is authorized to file with the Circuit Court of the City of Buena Vista a timely Petition for Writ of Election in substantially same form as the Petition of Writ of Election attached hereto.

Once we approve this resolution, it will go to our attorney. Who will file on our behalf in Buena Vista. We need a motion to approve this resolution.

John Roberts – So we could appoint someone within 45 days. We also have to have an election so that person could change?

Chairman Ellison – Yes.

John Roberts – Would it be write in votes?

Chairman Ellison – No, it would not necessarily have to be write in vote. I just was wondering how they will get on the ballot for this November.

Chairman Ellison – They do the same thing we had to do. Fill out an application, get 125 signatures. Turn it into the Registrar. It will be a quick turnaround but it can be done. Cannot proceed until this Writ of Election has been approved by a Judge. Again I need approval of the resolution for Filing the Writ of Election.

Wayne Flint made the motion to approve the Resolution-Petition of Writ of Election. Seconded by Roy Mohler. All other members voted yes.

Chairman Ellison – Motion carries. 3rd item. Want to have a special called meeting on July 30, 2020. We need to approve a calendar and advertisements for Interim School Board vacancy for September through November. Need to come up with a timeline for the process, deadline for Letters of interest, advertising, and interview the candidates that are interested in serving as an Interim Board Member.

Do I have a motion to approve the Special Called Meeting for July 30, 2020 at 6:30 here at the Ramsey Center?

John Rice made the motion to approve the Special Called Meeting on July 30, 2020 at 6:30 pm, to approve the calendar and advertisements relating to filling the Interim School Board vacancy. Seconded by Roy Mohler. All other members voted yes.

Chairman Ellison - Motion carries.

Policy meeting – There are some new polices. Kelly will schedule a policy meeting. Will have updates for August meeting.

Finance report – Finance Committee met the past Tuesday. We have spent 93% of the 2019-2020 budget. Does not include expenditures for the accrual payroll. Will have final numbers in August. We finished in the black.

Additional School Board Reports – no reports

Superintendent's Report – August 6-7 is new teacher orientation. August 7-8 is the 1st weekend of School supplies giveaway; backpacks, water bottles, books from Blues Ed. It's important to be consistent during these times. Parents can also fill out Back to School Form and pick up their supplies. We have partnered with 12 other school divisions for an August 7th speaker. Educator Jerry Brooks will be our convocation speaker. Will be a zoom presentation. Jerry Brooks is very entertaining. We need to laugh. Sponsored by one of our educational organizations. August 14-15 Back to School supplies pick up. August 18-21, we have Google classroom training at all schools. August 25-28 performance matters and technology training at all schools. Want to have a mini convocation because I want to address and honor teachers of the year. I have included a letter from Governor Northam, concerning racism. He is asking that we rename anything named after confederate soldiers. To my knowledge, we do not have anything named after confederate soldiers. For informational only.

Special Education/Nurse Report – Nurse has been very busy working with all schools.

Instructional Report – So many teachers are helping us get ready this summer. Very thankful for all the teachers who helped on the re-opening team. We had quite a few teacher participating in virtual summer school. 30 elementary students participated, 10 students from the Middle School, and 38 students from the High School. We had online classes for 8th and 9th grade PE. We had one student who finished a course in order to be a summer graduate. We had very good feedback from parents, students and staff about the summer program. Gave teachers very good practice. Donna spent most of June getting teachers prepared. Will spend the first 3 weeks preparing teaches to be ready for students on August 31. Offer technology PE, more google classroom, coding, word their way, math and science. Goals - How to catch up our students? Assessment plans, locate the gaps. We want to meet the need of the students. Address student handbooks and teacher handbooks. How to engage students?

Transportation Report – Sherrie Wheeler will take over this report. Transportation has been busy working on bus route. Taking kids home might be a little more difficult this year. Maintenance – Had demonstration of the cleaning sprays to keep building and buses clean. Working on cleaning schedules for all schools.

Dr. Keeler – Sherrie does a lot of things behind the scenes. Sherrie will be taking on more responsibilities. She will work with me to develop a budget. This is important, especially when we bring in a new Superintendent.

Chairman-We do not need to have a closed session. Do I have a motion to adjourn the meeting?

John Rice made the motion to adjourn the meeting. Second by Roy Mohler. All other members voted yes.

Chairman Ellison – Meeting adjourn.

Teresa R. Ellison

Teresa Ellison, Chairman

Sandra Mohler

Sandra Mohler, Deputy Clerk