

**CENTENNIAL SCHOOL DISTRICT  
Warminster, Pennsylvania**

**MINUTES OF BOARD MEETING  
HELD FEBRUARY 9, 2010**

**CALL TO ORDER**

A Regular Meeting of the Centennial School Board was held on February 9, 2010 in the Administration Building. The meeting was called to order by Dr. Pollock at 7:00 p.m.

**ROLL CALL**

The following Board members were in attendance:

Kati Driban	Mark B. Miller
Michael Hartline	Cynthia Mueller
Thomas Hezel	Dr. Andrew Pollock
Betty Huf	Thomas Reinboth
Jane Schrader Lynch	

The following Administration members were in attendance at the meeting:

Dr. Jennifer Foight-Cressman	Dr. Thomas Turnbaugh
Susan Klyman	Timothy Vail
Victor Lasher	

Additional meeting attendees are listed on the attached sheets.

**PLEDGE OF ALLEGIANCE**

Dr. Pollock led the group in the Pledge of Allegiance.

**ANNOUNCEMENTS**

Dr. Pollock announced that due to the weather, some of the agenda would be postponed to the next Board meeting. He also requested that comments be held to a minimum so that everyone could leave before the roads got bad, if possible.

Ms. Driban made the following statement, which she requested be added to the Minutes verbatim:

"I would first like to express my disappointment in the delivery of the last statement by Dr. Pollock. In all aspects of our society, it is expected that an individual should be able to

face his or her accuser. Dr. Pollock denied each of us that right by allowing a third party to deliver his message while he was unavailable. The statement read would not have been diminished in any way if it had been delivered when Dr. Pollock could personally appear to represent his views.

“Now let me address the issues at hand. First, this entire debate has centered around the single phrase ‘if possible’. Webster’s dictionary defines the word possible as follows:

‘that can be; capable of existing; depending on circumstances [a possible candidate]; that may be done; permissible’

“Given that definition, the nomination of any representative from each township makes it possible because the circumstances existed. There is no mention in that definition that it depends on anything else. The other argument given is that the circumstances were not possible because there were not five votes. Five votes is a given for any policy where a different vote is not specified either by school code or by our own policy. That makes it unlikely at best that the phrase if possible reflected the voting of any member. Lastly, since much has been made of Mr. Garton’s opinion from 2004, I would point out that he only states a board member’s vote may not be dictated, but he does not give any opinion on whether the board, through policy, has the right to give qualifications for nomination.

“Even the President of the United States must meet the following requirements for nomination:

**Age and Citizenship requirements - US Constitution, Article II, Section 1**

“No person except a natural born citizen, or a citizen of the United States, at the time of the adoption of this Constitution, shall be eligible to the office of President; neither shall any person be eligible to that office who shall not have attained to the age of thirty-five years, and been fourteen years a resident within the United States.’

“I wish to close by stating that I am insulted by Dr. Pollock’s previous closing where he reviews for us in detail board obligations and our code of conduct. In my eight months on the board, I have witnessed over and over the blatant disregard of these values by more than one member of this board. I have listened to members extol how they refuse to vote for a motion because they were opposed to the entire project, even though this same code of conduct calls for us to ‘accept the will of the majority vote in all cases and give support to the resulting resolution.’ I listen to board members say things like ‘We agree? It’s going to snow!’ This seems to focus on personalities and exchanging barbs instead of the issues. I even asked how we can enforce this code of conduct more strictly and was met with silence. But now, since it is convenient, let’s bring up the code of conduct and see if we can use that to bolster our position and allow us to continue to violate policy. No, wait. I have a better idea - let’s actually start to lead our community and our children by example. Let’s follow our own policy, let’s allow for a fair and equitable system of governing our school board and let’s start treating each director and their opinion with respect.

“Thank you.”

Mrs. Lynch made the following statement, which she requested be added to the Minutes verbatim:

“Member of the Board, Residents, Parents, Students, Administration and Teachers:

“It was stated by a Board Member at our last meeting, ‘How fortunate we are to have our

meetings telecasted and also have our meetings archived.' I reviewed our meetings with regard to Policy 1.3 (Centennial School Board Organization), the innuendo and remarks on this subject have totally monopolized a great deal of our time at our School Board meetings.

"In my opinion, these discussions have gone to new levels of embarrassment for all who view our broadcast and the entire Centennial Community. I am the first to admit that each member of this Board has the right to their opinion and the right to address their views.

"Currently, the Board has focused too much time on this issue and I believe this Board will continue to argue about this Policy once again tonight. Our Board is made up of 3 Regions and we are elected in these regions, we are not elected by Townships. Let us complete this revision of this Policy tonight and move on!! I and others on this Board have not agreed with decisions this Board has made but, to the respect of the Board with have had to accept that the majority has made these decisions and we have to accept their decisions, which in many cases has been very difficult.

"Each and every Board member spends so very much time and efforts with their role of School Director. MBIT, Intermediate Unit, Education Committee, Finance Committee, Operations meetings. Labor Negotiations, PSBA Liaison, Policy Committee and so many other functions we attend. Our Officers and especially the President whose work is endless with the amount of time required to complete the work of the Board.

"To my fellow Board Members, let us show the Residents of Centennial Community the excellent work we do and present the true imagine of all the efforts we spend in trying to make our School District the best it can be.

"Let us begin tonight to work as a team and move our District forward in a positive manner and stop bickering and move away from the negativity and have harmony and a united front to the Public.

"This is not saying we are giving up the right to dissent or give up our individual views on matters coming to the Board. There is a way to get your point across without going to the level this Board has most recently been driven to.

"Enough is enough; let us channel our efforts in a more accomplished manner than has been witnessed in our recent Board Meetings."

Mrs. Mueller stated that she had received a communication from Mrs. McHugh regarding Davis School closing in June. She responded that the Board had not decided to close Davis in June nor the new location of a school. The Board has not discussed the location of a Region One school. No decision had been made.

Mrs. Lynch stated that she had also received a communication from Mrs. McHugh and had a conversation with her about this rumor.

Dr. Pollock stated that there was nothing on the agenda relating to this.

Dr. Turnbaugh stated that the site selection for the Region One school was contingent upon the completion of negotiations underway between the School District and Upper Southampton Township. He believed this would be concluded prior to the next Board meeting. There was a possibility that Davis could close if that were the site selected. That was being driven by the recommendation from our investment bankers and also our architect that the sooner we go to

construction, the less cost there will be to building these schools. The two sites being considered in Region 1 currently were at Davis and in the park. He anticipated that the Board would make a decision this month. If Tamanend Park was selected, then Davis would not be impacted. If the decision was made to build at Davis, then we probably would not receive bids until October or November. If contracts would be awarded, the students would have to be moved in the middle of winter. Dr. Turnbaugh would recommend that they be moved at the beginning of the school year (September rather than in the middle of winter.)

Mr. Miller stated that he would not be opposed to or in favor of this until the community had a say in this.

Dr. Turnbaugh stated that this was discussed in Operations by Administration and with the architects.

Mr. Miller believed that they talked about no interruption of school.

Dr. Turnbaugh confirmed that this was a result of the recommendation of the investment banks and architects that they discussed at Finance and also at Operations.

Mr. Miller asked where the Davis students would go. Dr. Turnbaugh indicated that the only place we could put the entire population of Davis together was at McDonald and we couldn't accomplish that unless we could free up the rooms currently being used by the I.U. classes.

Mr. Hezel stated that he wanted to clarify what happened in Operations. They discussed that bidding needed to go out in October or November. It was discussed that we would probably have to move fast on the bond issue and the bid contract. He was a little taken aback by this. He thought this didn't happen until 2012.

Dr. Pollock stated that his belief was that once a site was chosen, we would have a meeting such as we did at Willow Dale with the community. But this could be discussed in Operations so he urged the community to come to those meetings.

## **COMMUNITY COMMENTS**

Judith Braunston of 1455 Nancy Drive, Southampton, spoke about a unanimous letter she had received in the mail that day, with no signature and no return address.

Ellie Jefferson of Reeves Lane wondered if some of the issues could be on a referendum in November rather than the nine Board members deciding them.

## **OLD BUSINESS**

None.

**NEW BUSINESS**1. Preliminary Approval for Trip by FBLA to Hershey, PA April 11-14, 2010

*A motion was made by Mr. Reinboth and seconded by Mrs. Huf to resolve that the Centennial School Board grants preliminary approval for a trip by the Future Business Leaders of America students at William Tennent High School to the FBLA State Competition in Hershey, PA, April 11-14, 2010. The cost to the District is approximately \$7,300.*

*The motion passed 9-0.*

2. Adopt 2010-2011 Preliminary Budget

*A motion was made by Mr. Reinboth and seconded by Mr. Hezel to resolve that the Centennial School Board adopts the preliminary General Fund Budget for Fiscal Year 2010-2011 in the amount of \$97,656,825, and authorizes submission to the PA Department of Education.*

Mr. Miller asked if this was a higher amount than what was advertised. Mr. Reinboth explained that the initial motion in January did not include a year's worth of bond funding.

Mr. Miller asked if it wouldn't be better to cut some funds from the budget. Mr. Reinboth replied that they would be working on that.

Mr. Hartline asked if this would affect any of the state funding. Dr. Pollock replied that it would not.

Mrs. Lynch stated that this was rather high but she knew it was preliminary. It was her hope that ways could be found to lower it. She indicated that she would vote for it because it was preliminary. She stated that it was on the website.

Hal Levinson of 736 Newbury Court, Southampton, asked what the status was of full-day kindergarten in the District.

Dr. Turnbaugh responded that it was not contained in the preliminary budget; however, the funds to construct the elementary schools to contain full-day Kindergarten were.

Mr. Levinson asked when it would be operational. Dr. Turnbaugh replied that it would be operational when the buildings were open and the Board was willing to add the additional \$1 million annual cost.

Ms. Driban asked when this had to be in to PDE. Mr. Vail indicated that it had to be submitted no later than February 22<sup>nd</sup>.

*A roll call vote was taken as follows:*

<i>Mr. Miller</i>	<i>No</i>
<i>Mrs. Mueller</i>	<i>No</i>
<i>Dr. Pollock</i>	<i>Yes</i>
<i>Mr. Reinboth</i>	<i>Yes</i>
<i>Ms. Driban</i>	<i>No</i>
<i>Mr. Hartline</i>	<i>Yes</i>
<i>Mr. Hezel</i>	<i>Yes</i>
<i>Mrs. Huf</i>	<i>No</i>
<i>Mrs. Lynch</i>	<i>Yes</i>

*The motion passed 5-4.*

3. Referendum Exception Application 2010-2011 Budget

*A motion was made by Mr. Reinboth and seconded by Mrs. Huf to resolve that the Centennial School Board authorizes the Administration to submit all back-end referendum exception applications permitted in accordance with the requirements of Special Session Act 1 of 2006.*

Mr. Miller asked why there was no backup.

Mr. Vail stated that there was no backup at this point, that this was for permission to prepare and submit the applications. All the numbers had previously been given to the Board. This was primarily for a grandfathered debt exception and an exception to the retirement rate.

Dr. Pollock asked when these were due.

Mr. Vail indicated that this was due to PDE by March 4<sup>th</sup> and that backup could be provided in the Friday update.

*A motion to table was made by Mr. Miller and seconded by Mrs. Mueller.*

Mrs. Mueller felt that the Board, as well as the community, deserved to know what we would be going for that would raise the millage even higher.

Mr. Vail reiterated that the numbers were previously given to the Board. It was just a matter of putting them together for the application. It would be 1.82 mills for the retirement exception and 3.54 mills for debt. They would also look at the other exceptions, which this resolution gave them the option of doing. As these exceptions were filed for, the District was under no obligation to actually impose the millage. This would simply give PDE an idea of what was contained in the preliminary proposed budget and give the go-ahead to raise the millage appropriately if need be when the final budget was adopted in June.

Mr. Miller stated that if the Board approved this, it would be leaving it up to Administration which ones went forward. He was not writing a blank check by voting for this.

Mrs. Lynch felt that this should be tabled so the Board could get all the information.

*The motion to table passed 9-0.*

4. Approval of Overnight Conference Request

*A motion was made by Mr. Reinboth and seconded by Mrs. Huf to resolve that the Centennial School Board approves the overnight conference request of Carolyn LaRose, school counselor at Willow Dale Elementary School, to attend the Pennsylvania School Counselor Association Conference in Lancaster, Pennsylvania, May 20-22, 2010. The cost to the District is approximately \$350.*

*The motion passed 9-0.*

6. Waiver of Policy 3.4 – Student Trips

*A motion was made by Mr. Reinboth and seconded by Mr. Miller to resolve that the Centennial School Board approves a waiver of the one hour travel time in one direction for elementary students in Policy 3.4 – Student Trips, to allow students from Leary Elementary School and Stackpole Elementary School to travel to Hershey, PA to attend the Pennsylvania Education Technology Expo and Conference on February 23, 2010.*

*The motion passed 9-0.*

8. Curtailment of Educational Programs – Developmental Kindergarten and Transitional First Grade

*A motion was made by Mrs. Lynch and seconded by Mrs. Huf to resolve that the Centennial School Board curtails the elementary Developmental Kindergarten and Transitional First programs effective the 2010-2011 school year, and further authorizes the establishment of an enrichment Kindergarten class in each of the three regions.*

Dr. Turnbaugh gave a brief synopsis.

*The motion passed 8-1. (Ms. Driban opposed.)*

9. Rescission of Prior Vote – Selection of McDonald Site

*A motion was made by Mr. Reinboth and seconded by Mrs. Lynch to resolve that the Centennial School Board rescinds the September 8, 2009 motion to approve the selection of the Johnsville site for the Region 2 school and designates the McDonald site for this*

*construction, and further approves proceeding with selection of a surveyor at an estimated cost of \$30,000.*

Mrs. Huf stated that she was very happy about this decision. She had a problem with the children walking along Centennial Road. She felt the McDonald Site was the best by far and she totally supported this.

Mrs. Lynch stated that this had taken a long time but hopefully it would be voted on favorably.

Mr. Miller asked if the cost would be the same as building on this site. Dr. Turnbaugh stated that it was estimated that there was no significant difference. Mr. Lasher indicated that it could actually be less according to the architect.

Ellie Jefferson stated that she was hoping that something would be done with the planetarium. Mrs. Mueller confirmed that McDonald would be demolished, including the planetarium.

*A roll call vote was taken as follows:*

<i>Mrs. Mueller</i>	<i>Yes</i>
<i>Dr. Pollock</i>	<i>Yes</i>
<i>Mr. Reinboth</i>	<i>Yes</i>
<i>Ms. Driban</i>	<i>Yes</i>
<i>Mr. Hartline</i>	<i>Yes</i>
<i>Mr. Hezel</i>	<i>Yes</i>
<i>Mrs. Huf</i>	<i>Yes</i>
<i>Mrs. Lynch</i>	<i>Yes</i>
<i>Mr. Miller</i>	<i>Yes</i>

*The motion passed 9-0.*

10. Mandate Waiver Application

*A motion was made by Mr. Hezel and seconded by Mr. Miller to resolve that the Centennial School Board approves the application to PDE for a mandate waiver from the requirement to bid the Region 1, 2 and 3 projects with at least four (4) prime contractors.*

*The motion passed 9-0.*

11. Change Order Approval #31

*A motion was made by Mr. Hezel and seconded by Ms. Driban to resolve that the Centennial School Board approve change order number 31 in the amount of \$22,484.81.*

*The motion passed 9-0.*

12. Change Order Approval #41

*A motion was made by Mr. Hezel and seconded by Mrs. Mueller to resolve that the Centennial School Board approve change order number 41 contingent upon receiving approval of PlanCon I from Pennsylvania Department of Education in the amount of \$43,032.*

*The motion passed 9-0.*

13. Distance Learning Classroom/Planetarium

*A motion was made by Mr. Hezel and seconded by Mrs. Huf to resolve that the Centennial School Board approves Burt Hill Architects to design a Distance Learning Classroom/Planetarium addition at the William Tennent High School and approves applying for a mandate waiver to PDE for project to be accomplished through a change order.*

Mr. Miller asked why this was needed at the high school. Dr. Pollock stated that it was his understanding that PDE would not approve this at the elementary school.

Dr. Turnbaugh stated that it was a previous majority decision that the planetarium remain in the school district. PDE would not approve it at the elementary school. It had been determined administratively through the architect and PDE that it would be better served at the high school. That was being recommended for many reasons, including the use of a staff member. The use of that area could be combined through the use of distance learning and computer technology to make it more than just a single-use planetarium. It was more practical to do this at the high school. Given all this, it was asked if there was a consensus opinion at the high school. Through the efforts of Dr. Foight-Cressman and Mrs. Lynch, the issues that the high school had previously raised were resolved so the high school was in agreement.

Mrs. Poroszok stated that one of her initial concerns was cutting space. She worked with Mr. Lasher to avoid that. Also, while this was a community resource, no high school student would benefit from its placement there.

Dr. Turnbaugh stated that they would work with Dr. Foight-Cressman to expand use of the planetarium to include middle and high school students.

Mrs. Huf stated that she was not excited about having this at the high school. However, she thought it would cost too much to try to keep it at McDonald. She thought it might become a center point of the community at the high school so she would support this as long as the programs and the people would be there.

Mr. Miller stated that his support for the planetarium remaining in the District was that there not be a significant cost to the District. He saw this as a significant cost. He did not see why we were not looking to subsidize this with partnerships.

Mrs. Lynch stated that this was a great jewel of the community and that it was something that was needed.

Mr. Hezel indicated that the motion was to allow the architects to get the details together to send to PDE. If it affected the timeline for the high school ultimately, he might not be in favor of it. But at this time he would vote in favor.

Mr. Miller stated that he would support this now as long as there was another opportunity for the Board to pull the plug if this did not prove to be valuable. He wanted to see an alternate source of funding.

Mrs. Mueller stated that she supported keeping this in the District because of our rich history. Without going for a partnership, she felt this was something that we want rather than need. As of now, she could not support this.

*A roll call vote was taken as follows:*

<i>Dr. Pollock</i>	<i>Yes</i>
<i>Mr. Reinboth</i>	<i>Yes</i>
<i>Ms. Driban</i>	<i>Yes</i>
<i>Mr. Hartline</i>	<i>Yes</i>
<i>Mr. Hezel</i>	<i>Yes</i>
<i>Mrs. Huf</i>	<i>Yes</i>
<i>Mrs. Lynch</i>	<i>Yes</i>
<i>Mr. Miller</i>	<i>Yes</i>
<i>Mrs. Mueller</i>	<i>No</i>

*The motion passed 8-1.*

## **PERSONNEL**

*A motion was made by Mr. Reinboth and seconded by Mrs. Huf to resolve that the Centennial School Board approves the following Personnel items: Resignations/Retirements/Leaves of Absence; Authorization to Employ; Per Diem Substitute Teachers/Nurses; Substitute Support Staff; Mentors; Tutors; and Accepts Award of Tenure.*

Mr. Miller stated that this did not appear to be a complete list.

*The motion passed 6-2-1. (Mrs. Mueller and Mr. Miller opposed; Ms. Driban abstained.)*

## OPERATIONS AND POLICIES

### Discussion:

#### 1.6 – Attendance at Meetings Via Electronic Communications

Mrs. Mueller stated that there were several policies that had been on the agenda but had been removed due to the weather. She felt that if they had been removed, this policy should also be removed. Discussion ensued as to whether to discuss this policy or hold it until the next meeting. Dr. Pollock pointed out that if this was not discussed then Mrs. Lynch, who was going away in March, would not be able to participate. Also, he was away last month and was not able to participate and he would have liked to. While Mrs. Huf was in the hospital, she could have participated.

Mrs. Lynch stated that when she goes away on holiday she listens to the meetings on her computer. Last year she would have given anything to have been able to speak to some of the items on the agenda. If this could be done, she would appreciate it; however, she did not want it to be done just on her behalf.

Mr. Hartline pointed out that Section II.B.1 required three days' notice to attend a Board meeting through electronic communication but Section 1.A. stated that if weather conditions made it impossible for a Board member to attend, then they could attend by electronic communication. He felt this was inconsistent.

Mrs. Mueller felt that there was a lot more that needed to be discussed with this policy, including if a Board member was absent because of illness or on medication. She pointed out that Board members knew when meetings would be and should plan accordingly if they did not want to miss a meeting.

Mr. Miller felt that this should be tabled until the Board could give it proper discussion.

Dr. Pollock felt that it should be limited to the continental U.S. because of problems with electronic communication and the cost.

Mr. Miller stated that he felt that if we have it, then we have it. There are ways to communicate over the internet. He stated that he had many more questions.

Mr. Reinboth asked if this was allowed by the School Code. Mrs. Mueller stated that it was silent. Dr. Pollock stated that it was allowed.

*A roll call vote was taken as follows:*

<i>Mr. Reinboth</i>	<i>No</i>
<i>Ms. Driban</i>	<i>Yes</i>
<i>Mr. Hartline</i>	<i>Yes</i>
<i>Mr. Hezel</i>	<i>No</i>

<i>Mrs. Huf</i>	<i>No</i>
<i>Mrs. Lynch</i>	<i>No</i>
<i>Mr. Miller</i>	<i>No</i>
<i>Mrs. Mueller</i>	<i>Yes</i>
<i>Dr. Pollock</i>	<i>No</i>

*The motion to table failed 3-6.*

Mr. Miller stated that all business was tabled tonight and that this was a blatant move for Warminster to keep their voting bloc intact and he thought it was repulsive.

Dr. Pollock stated that he objected to Mr. Miller's tone of voice and his language. It was an opportunity to allow a fellow Board member to participate in meetings. He asked what was wrong with that.

Mr. Miller felt that they were trying to ramrod this through without having full discussion on the facts that go back to December 7<sup>th</sup>, the Board reorganization.

Mr. Hezel stated that he kept hearing that this was something about Warminster trying to bully Southampton. This was definitely not that. It was trying to give a courtesy to people. He stated that he wished that would end because it was the most childish thing he had ever heard in his entire life and it was an embarrassment to this District.

Mr. Miller stated that he would not stop until he had a legal conclusion. He questioned why Dr. Pollock would not address the issues or get an opinion from the solicitor as to whether or not the policy should have been followed on December 7<sup>th</sup>. He felt they were being blocked at every turn and had no meaningful position in the District.

Dr. Pollock explained that a solicitor gives an opinion on the legality of whether something can be done or should be done, not comment on whether a Board should do something, only on whether it is legal.

Mrs. Mueller felt that there did not have to be a policy in place for Mrs. Lynch to be able to participate. Mr. Strouse was allowed to participate in discussion without a policy. Someone on vacation could do this with a request to the Board President instead of trying to ram a policy through. A policy did not need to be in place for that to happen.

Ms. Driban stated that she did not support that. She supported participation in the meeting but not to the member being allowed to vote remotely. She felt that to vote the Board member needed to be physically present at the meeting.

Mrs. Lynch stated that if this was doable, fine. It was not Warminster versus Southampton. She was sick of that and asked that the Board address the policy by itself or don't address it at all.

Mrs. Mueller pointed out that at the last several meetings the agenda and backup had changed at the last minute. She wondered how that would be handled if the Board member was not physically present.

Mr. Miller questioned what would happen if the Board had to break for Executive Session and whether the absent Board member would be able to participate in that.

Dr. Pollock asked that comments should go to Dr. Turnbaugh and that this would come back at the next meeting.

Final Approval:

3.10 – Contacts with Law Enforcement Agencies

*A motion was made by Mr. Hezel and seconded by Mrs. Huf to resolve that the Centennial School Board approves the revisions to Policy 3.10 – Contacts with Law Enforcement Agencies.*

*The motion passed 9-0.*

**FINANCIAL**

*A motion was made by Mr. Reinboth and seconded by Mr. Hartline to resolve that the Centennial School Board accepts the:*

- *Schedule of Bills – January 2010*
- *Investments – January 2010*
- *Cafeteria Fund Budget Report – January 2010*
- *Student Activity/Clearing Funds – October 1 through December 31, 2009*

*and approves the:*

- *Fund Profiles/Treasurer's Report – January 2010*
- *Budget Transfers – February 2010*

*The motion passed 6-1-1. (Mrs. Mueller opposed; Mrs. Lynch abstained.)*

**BOARD DISCUSSION AND COMMENT**

Dr. Pollock announced that all schools and offices in the Centennial School District would be closed the following day due to the weather. Selected employees would be required to report. The Executive Session would be on unless Board members were notified by the following afternoon because there was no other time that was available to have it.

**ADDITIONAL COMMUNITY COMMENTS**

None.

**SCHEDULE OF BOARD MEETINGS/CALENDAR OF EVENTS**

Ms. Driban reviewed the schedule. (See Schedule attached hereto.)

**ADJOURNMENT**

*A motion was made by Ms. Driban and seconded by Mrs. Huf to adjourn the meeting. The motion passed 9-0. The meeting was adjourned at 9:01 p.m.*

Respectfully submitted,

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Vickie A. Detwiler  
Board Secretary