

**Minutes  
Transylvania County Board of Education  
August 15, 2016**

INVOCATION/PLEDGE OF ALLEGIANCE

CALL TO ORDER/WELCOME

Work Session (4:30 - 6:30 p.m.) - School Facilities and Bond

BUSINESS ITEMS

1. Approval of Agenda
2. Public Comment
3. Good News Report
4. Former Students in the Military
5. Consent Agenda:
  - A. Minutes
  - B. Personnel Report
  - C. Non-Faculty Coaches
6. Policy:
  - A. 5000 Series: Community Relationships
  - B. 9030, "Facility Construction"
7. FY17 Budget Resolution
8. Request to Name School Facility
9. Superintendent's Update
10. Important Dates
11. Public Comment
12. Other Items
13. Closed Session

The Transylvania County Board of Education met at 4:30 p.m. on August 15, 2016 at the Morris Education Center. The purpose was to hold a two-hour work session on school facilities and bond before the regular business session at 6:30 p.m. Marty Griffin led in a moment of silence and Tawny McCoy led the Pledge of Allegiance. Chairman McCoy welcomed everyone and called the meeting to order. In addition to four guests, the following individuals were present for the work session and/or business meeting:

*BOARD MEMBERS:*

Tawny McCoy, Chair  
Ron Kiviniemi, Vice Chair  
Marty Griffin  
Cindy Petit  
Betty Scruggs

*BOARD ATTORNEY:*

Chad Donnahoo

*MEDIA:*

John Lanier, *Transylvania Times*

*STAFF:*

Dr. Jeff McDaris, Superintendent  
Jenny Hunter, Administrative Assistant  
Dr. Jeremy Gibbs, Chief Academic Officer  
Norris Barger, Director, Business Services  
Brian Weaver, Senior Director, Human Resources  
Kevin Smith, School-Community Relations Coordinator  
April Gaydosh, Principal, BES  
Joe Russo, President, TCAE  
Chad Owen, School Resource Officer

**Work Session**

Norris Barger presented options for Brevard High School and Rosman High School. Option 1 includes renovations to the existing high schools. Option 2 represents a new BHS and a new RHS. Board members discussed each of the options and phasing of potential work. Phase 1 would start in approximately two years; Phase 2 would start in approximately 4 years. Board

members authorized Mr. Barger to further explore Option 2 with the Clark Nexsen architects. It was agreed to request a 2-on-2 meeting with the county commissioners in order to discuss a tax-exempt "COPS" lease-purchase financing option. Board members and staff took a short dinner break from 5:45 to 6:10 p.m. The work session concluded at 6:33 p.m. and was immediately followed by the regular business meeting.

1. **Approval of Agenda**

ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. KIVINIEMI, the meeting agenda for August 15, 2016 was approved as presented. Dr. McDaris noted that there would be two requests made under item No. 8, Request to Name School Facility.

2. **Public Comment**

There was no public comment.

3. **Good News Report**

Dr. McDaris reported the following items:

*SEAT BELTS FOR SCHOOL BUSES*

For the 2016-2017 year, three new school buses in Transylvania County Schools will be equipped with lap/shoulder belts as part of a pilot project with the North Carolina Department of Public Instruction, Transportation Services section. Over the past decade, lap/shoulder belt technology has been implemented in many school districts across the country with favorable results. According to Transportation Section Chief Derek Graham, "We are hearing about a shortage of school bus drivers across the state, compounded in part by drivers leaving the profession due to discipline issues on the bus. We believe this technology can improve student behavior on the bus, let the driver focus on driving, and at the same time provide enhanced safety for student passengers." TCS Transportation Director Alan Justice notes that seatbelts are the latest in a series of initiatives to improve driver effectiveness and student safety. Twelve yellow buses were recently outfitted with a full suite of eight cameras each, included stop-arm cameras that monitor the behavior of motorists passing buses stopped on the roadway. Every yellow bus in the TCS fleet has at least two cameras, and before school begins on August 29, GPS tracking will be installed on all yellow buses and five additional activity (white) buses. The first three buses locally to get seatbelts will be used for Pisgah Forest Elementary School, Rosman Elementary School, and special education students. Students riding on a school bus equipped with seatbelt technology will be required to use the lap/shoulder belts.

*BHS STUDENT PERFORMS WITH HOLLAND AMERICA CRUISES*

Madison Allen, a junior at Brevard High School and member of the BHS concert and marching bands, has enjoyed her summer performing with the Holland America Cruise Line through the Inside Passage to Alaska. Madison had the opportunity to play Alto Saxophone along with special guest saxophonist Uriel Vega, and got to know other guest performers such as the Christian vocal group, The Martins, and Nashville session player Gordon Mote. The Holland American Line and Holland America Line Foundation support cancer organizations in North America, Europe, and Australia. As a cancer survivor, Madison was honored to join Holland America by leading and participating in "On Deck for a Cause," a 5K fundraising walk held while sailing. Madison is the daughter of Terry and LaVelle Allen of Lake Toxaway.

*TCS STAFFERS PERFORM AT BREVARD MUSIC CENTER*

On August 7, Transylvania County Schools staff members joined in the Brevard Music Center season finale as invited members of the chorus performing “Ode to Joy,” the final movement of Beethoven’s famous Ninth Symphony. Chorus teacher Bart Gilleland (BHS) and former chorus teacher Mary Beth Shumate (BHS) sang in the chorus, along with English and History teacher Alana Marshall (RHS), and communications officer Kevin Smith (MEC). The ensemble rehearsed over three weeks to perform with Maestro Keith Lockhart and the BMC Orchestra for the final concert of the Music Center’s 80<sup>th</sup> season. Among the 150 voices were vocal majors, piano students, and members of the Janiec Opera Company, plus over a dozen invited members of the community who prepared under Brevard College professor David Gresham.

**4. Former Students in the Military**

The board reviewed the list of former students from Brevard High School, Rosman High School, and Davidson River School who are currently serving or have previously served in the U.S. Military. There were no new names on the list.

**5. Consent Agenda**

ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. SCRUGGS, the minutes of the July 18, 2016 meeting, the personnel report for August 15, 2016 (see attached), and the non-faculty coaches for fall sports 2016 (see below) were unanimously approved:

BREVARD HIGH SCHOOL		BREVARD MIDDLE SCHOOL	
Bo Williams	Football - A	Wayne Brown	Football - A
Paul Fedorczyk	Men’s Soccer - A	Kyle Justice	Football - A
Aaron Phillips	Men’s JV Soccer	BJ Owens	Football - A
Philip Latter	Men’s Cross Country - H	Gary Dehaven	Soccer - H
Jackie Witherspoon	Women’s Cross Country - H	Blake Phillips	Soccer - A
Lindsay Altizer	Women’s Tennis - H		
ROSMAN HIGH SCHOOL		ROSMAN MIDDLE SCHOOL	
Shannon Galloway	Volleyball - VA	Sarah Chappell	Girls’ Volleyball - A
Sarah Chappell	Volleyball - A		
Tyrea Allen	Football - A		
Brian Chapman	Statistician		
Hannah Galloway	JV Cheerleading		

H - Head; A - Assistant; VA - Volunteer Assistant

Chairman McCoy extended the board’s best wishes to T. C. Henderson Elementary School Principal, Tony Meachum, in his retirement.

**6. Policy**

At the July meeting, 16 new policies from the 5000 Series, Community Relationships, and 12 old policies for rescission were presented as first-read information. Dr. Jeremy Gibbs reported that policy 5210, Distribution and Display of Non-School Material, had been revised to select the Option 3 standards for distribution and display of non-school materials. Mr. Donnahoo reported that counsel had recommended Option 3 as the best choice, noting that Options 1 and 2 were too cumbersome and strict, and Option 4 opened the door too widely. Mr. Gibbs added that Option 3 best aligns with current practice and provides a measure of flexibility. There were no questions from the board, and ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. PETIT, the board unanimously adopted the 16 new policies from the 5000 series identified below as

presented. ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. GRIFFIN, the board unanimously rescinded the 12 old policies identified below.

ADOPTED		RESCINDED	
5000	Schools and the Community	KB	Public Information Program
5010	Parent Organizations		
5015	School Volunteers	IICC	School Volunteers
5020	Visitors to the Schools	KK; JL	Visitors to the Schools; Student Gifts and Solicitations
5022	Registered Sex Offenders	ACAC	Registered Sex Offenders
5025	Prohibition of Alcoholic Beverages		
5030	Community Use of Facilities	KG; KG-R; KG-E	Use of School Facilities
5040	News Media Relations	KB	Public Information Program
5050	Emergency Closings		
5100	Relationship with Other Governmental Agencies		
5110	Relationship with County Commissioners		
5120	Relationship with Law Enforcement	JFG	Interrogations of Students
5210	Distribution and Display of Non-School Material	KFA	Distribution of Materials to Students (from Commercial, Non-Profit, or Charitable Organizations)
5220	Collections and Solicitations	IGDF; KI	Student Fund Raising Activities; Public Solicitations in the Schools
5230	Participation in Research Projects		
5240	Advertising in the Schools	KI	Public Solicitations in the Schools

Brian Weaver reported that in early August, the NCSBA issued a special update to policy 9030, Facility Construction. The update responds to a new requirement in G.S. 115C-521 that all local boards must have a policy to address change orders for construction or repair contracts in place by October 1, 2016. Mr. Weaver reported that NCSBA would be issuing further revisions to the policy based on concerns from some LEAs. Mr. Donnahoo recommended that the board postpone review of the policy based on the pending new revisions, then waive first read and take action on the policy at the September meeting. ON A MOTION BY MRS. MCCOY, SECONDED BY MR. GRIFFIN, the board tabled policy 9030 until the September meeting.

**7. FY17 Budget Resolution**

Norris Barger presented the final budget resolution for the 2016-2017 fiscal year. He reviewed the changes to the local current expense budget resulting from state mandated pay raises and reported there were no significant changes to the capital outlay budget. Mrs. Scruggs commented that the current expense budget reflects no new items or programs, just mandates, and pointed out that the board is having to draw from its fund balance to pay for capital needs that were not covered by the county allotment. Mr. Barger remarked that five buckets are currently sitting at the maintenance shop to catch roof leaks; a new shop roof had to be cut from the budget. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. SCRUGGS, the budget resolution for the 2016-2017 fiscal year was unanimously approved (see attached). The board thanked Mr. Barger and Dr. McDaris for all they manage to do each year with less.

**8. Requests to Name School Facilities**

Dr. McDaris reported that the Rosman Board of Aldermen passed a resolution in February 2015 asking the Transylvania County Board of Education to consider naming the Rosman High School football field in honor of William J. "Bill" Cathey Jr., in recognition of his efforts in establishing the very first football program at RHS and his many contributions to the Rosman community and the county school system. Over the course of his career, Mr. Cathey has served as a teacher, coach, high school principal, Mayor of Rosman, and following retirement, a 12-year member of the Transylvania County Board of Education. Dr. McDaris reported that he had received very positive input from staff, students and the community regarding the request and recommended that the board name the football field, which is located within the Silversteen Memorial Stadium, the William J. "Coach" Cathey Jr., Athletic Field. ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. KIVINIEMI, the board unanimously approved the superintendent's recommendation. Dr. McDaris reported that a naming ceremony honoring Mr. Cathey is being planned for the RHS v. BHS football game on August 26.

Dr. McDaris recommended that the board change the name of T. C. Henderson Elementary School to the T. C. Henderson School of Science and Technology in order to reflect the school's new magnet curriculum. Mr. Griffin asked if the word "elementary" should remain in the name. There was consensus that "elementary" was not needed. ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. PETIT, the Board unanimously changed the name of T. C. Henderson Elementary School to T. C. Henderson School of Science and Technology.

**9. Superintendent's Update**

Dr. McDaris reported the following updates:

- Fall sports, band camps, and cheerleading are well underway with strong turnouts.
- New Teacher Orientation is scheduled for Monday, August 22.
- FluMist will not be available this year; however, schools will be able to offer flu shots.
- Recent action by the State Board of Education making sixth graders eligible to participate in interscholastic athletics (excluding football), with the approval of the LEA, have raised questions and concerns among superintendents across the state. Dr. McDaris plans to have a recommendation for the board on this issue in November.
- The two-day TCS administrators' forum will be held this Thursday and Friday at NCCAT. Among the focus discussion topics will be the importance of building relationships among the TCS family as well as reinvigorating creativity.
- Thanks and appreciation go to Gorges State Park for making their Visitor Center in Lake Toxaway available for a number of TCS staff events.

**10. Important Dates**

Aug. 18-19	Administrators' Professional Development Retreat, NCCAT
Aug. 22	Regular 5-day schedule resumes
Aug. 22	New Teacher Orientation, 8:30 - 4:00, Gorges State Park Visitor Center
Aug. 22-26	Teacher workdays
Aug. 29	First student day
Sept. 5	Labor Day holiday
Sept. 19	REGULAR MEETING, 6:30 p.m., MEC
Sept. 21	Early dismissal for students, 12:00 noon
Sept. 29	NCSBA District 8 Fall Meeting, 4:00 p.m., Swain County High School
Oct. 12-14	NCSBA Fall Law Conference, Asheville

- Oct. 17           REGULAR MEETING, 6:30 p.m., MEC
- Oct. 19           Early dismissal for students, 12:00 noon
- Nov. 8            Election Day
- Nov. 11           Veterans Day holiday
- Nov. 16-18       NCSBA Annual Conference for Board Member Development,  
Greensboro
- Nov. 21           REGULAR MEETING, 6:30 p.m., MEC
- Nov. 23           Annual leave day (no students)
- Nov. 24-25       Thanksgiving holidays

**11. Public Comment**

There was no public comment.

**12. Other Items**

Attorney Donnahoo invited board members to submit topics of interest for the upcoming NCSBA Fall Law Conference. Ms. Hunter reported that registration for the conference had closed temporarily, but would most likely re-open.

Mr. Griffin suggested that the recommendation for sixth grade athletics be moved up to the October meeting or sooner due to the timing of winter sports tryouts.

**13. Closed Session**

ON A MOTION BY MRS. MCCOY, SECONDED BY MR. GRIFFIN, the board went into closed session at 7:23 p.m. to discuss a confidential personnel matter (superintendent's annual evaluation), pursuant to N.C.G.S. § 143-318.11(a)(1) and 115C-319 through 321. Present in the closed session were Mrs. McCoy, Mr. Kiviniemi, Mrs. Petit, Mr. Griffin, Mrs. Scruggs, and Dr. McDaris. No action was taken in the closed session, and ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. KIVINIEMI, the board reconvened in open session at 8:39 p.m.

There was no further business, and ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. SCRUGGS, the meeting was adjourned at 8:41 p.m.

Respectfully submitted,

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Chairman

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Secretary

**PERSONNEL REPORT  
August 15, 2016**

I. ACCEPT THE REPORT OF RESIGNATIONS/TERMINATIONS ACCEPTED/INITIATED BY THE SUPERINTENDENT FROM/FOR THE FOLLOWING PERSONS:

Licensed Personnel

Chamblee Carrington, Teacher, RMS & RHS, effective August 12, 2016  
Jennifer Malo, Teacher, BHS, effective July 25, 2016  
Tony Meachum, Principal, TCHES, effective August 12, 2016  
April Nelson, Teacher, BMS, effective August 26, 2016  
Marian O'Neil, Teacher, PFES, effective July 20, 2016

Classified Personnel

Colleene Mackey, Teacher Assistant, PFES, effective October 31, 2016

II. APPROVE THE EMPLOYMENT RECOMMENDATIONS MADE BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

Jaime Belsey, Teacher, RES, effective August 22, 2016  
Michelle Boudreau, Teacher, PFES, effective August 22, 2016  
Mary Beegle, Teacher, BHS, effective August 22, 2016  
Allen Credle, Interim Assistant Principal, BHS, effective August 16, 2016  
Cathy Credle, Interim Principal, TCHES, effective August 15, 2016  
Colleen Fernandez, Part-time School Counselor, BMS, effective August 22, 2016  
Barbara Grimm, Teacher, PFES, effective August 22, 2016  
Thomas Melvin, Teacher, RHS, effective August 22, 2016  
Caroline Morrison, Teacher, BHS, effective August 22, 2016  
Haley Patton, Teacher, PFES, effective August 22, 2016

Classified Personnel

Al Christopher Galloway, Bus Driver, TCS, effective August 16, 2016  
Kayla Kappler, Bus Driver, TCS, effective August 16, 2016  
Lisa McDaris, Office Support, DRS, effective August 8, 2016  
Linda Sisk, Bus Driver, TCS, effective August 16, 2016  
Christina Stamey, Teacher Assistant, BES, effective August 22, 2016  
Christopher Zaludek, Bus Driver, TCS, effective August 16, 2016

III. ACCEPT THE REPORT OF TRANSFER OF ASSIGNMENT MADE BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

Jennifer Bost, from Teacher, BMS, to Assistant Principal, BMS, effective August 9, 2016

Classified Personnel

Vickie Ayers, from Teacher Assistant, BES, to Teacher Assistant, TCHES, effective August 22, 2016  
Joseph Jamison, from Teacher Assistant, DRS, to Student Advocate, DRS, effective August 22, 2016

Nancy VanNess, from Teacher Assistant, BES, to Teacher Assistant, PFES, effective August 22, 2016

IV. APPROVE THE LEAVES OF ABSENCE RECOMMENDED BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

Clare Desmelik, Teacher, BHS, effective August 22, 2016 through January 16, 2017

Classified Personnel

None

V. APPROVE THE SUPERINTENDENT'S RECOMMENDATION FOR THE FOLLOWING SUBSTITUTE EMPLOYEES:

Substitute Teachers

James "Jeb" Buffinton

Laura Dewitt

Sarah Kane

Substitute School Nutrition Workers

None



**Transylvania County Schools  
Budget Resolution  
For the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017**

**BE IT RESOLVED BY THE TRANSYLVANIA COUNTY BOARD OF EDUCATION:**

Section I. The following amounts are hereby appropriated for the operation of the school administrative unit in the State Public School Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

<b><u>Instructional</u></b>	
Regular	\$ 13,148,806
Special	2,800,342
Alternative	732,301
School Leadership	2,024,550
School-based Support	1,508,776
<b><u>Support</u></b>	
Support and Development	207,806
Special Population Support and Development	57,278
Technology Support	23,161
Operational	1,931,002
Financial and Human Resource	154,421
Policy, Leadership, and Public Relations	184,630
Child Nutrition	96,903
Total State Public School Fund Appropriation	<u>\$ 22,869,976</u>

Section II. The following revenues are estimated to be available to the State Public School Fund for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

State Funds	\$ 22,869,976
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Section III. The following amounts are hereby appropriated for the operation of the school administrative unit in the Local Current Expense Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

<b><u>Instructional</u></b>	
Regular	\$ 3,954,763
Special	393,948
Alternative	79,943
School Leadership	1,120,485
Co-curricular	370,925
School-based Support	726,300

**Transylvania County Schools  
Budget Resolution  
For the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017**

<b><u>Support</u></b>	
Support and Development	400,327
Special Population Support and Development	51,034
Technology Support	87,424
Operational	2,707,567
Financial and Human Resource	513,324
Accountability	9,132
Policy, Leadership, and Public Relations	329,650
Community Services	8,057
Payments To Other Governmental Units	<u>890,000</u>
Total Local Current Expense Fund Appropriation	\$ 11,642,879

Section IV. The following revenues are estimated to be available to the Local Current Expense Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Local Funds	\$ 11,496,956
Fund Balance Appropriated	<u>145,923</u>
Total Local Current Expense Fund Revenue	\$ 11,642,879

Section V. The following amounts are hereby appropriated for the operation of the school administrative unit in the Federal Grants Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

<b><u>Instructional</u></b>	
Regular	\$ 211,083
Special	744,114
Alternative	1,073,995
School-based Support	12,000
<b><u>Support</u></b>	
Special Population Support and Development	59,686
Alternative Support and Development	27,164
Unbudgeted Federal Grants	<u>73,358</u>
Total Federal Grants Fund Appropriation	\$ 2,201,400

**Transylvania County Schools  
Budget Resolution  
For the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017**

Section VI. The following revenues are estimated to be available to the Federal Grants Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Federal Funds	\$	2,201,400
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Section VII. The following amounts are hereby appropriated for the operation of the school administrative unit in the Capital Outlay Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

<b><u>Instructional</u></b>		
Regular	\$	186,980
Co-curricular		91,395
School-based Support		478,100
 <b><u>Support</u></b>		
Operational		1,569,662
Policy, Leadership, and Public Relations		3,000
Total Capital Outlay Fund Appropriation	\$	2,329,137

Section VIII. The following revenues are estimated to be available to the Capital Outlay Fund for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

State Funds	\$	268,037
Local Funds		1,800,600
Fund Balance Appropriated		260,500
Total Capital Outlay Fund Revenues	\$	2,329,137

Section IX. The following amounts are hereby appropriated for the operation of the school administrative unit in the Child Nutrition Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Child Nutrition	\$	2,475,621
Total Child Nutrition Fund Appropriation	\$	2,475,621

Section X. The following revenues are estimated to be available to the Child Nutrition Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

State Funds	\$	869
Federal Funds	\$	1,642,298
Local Funds		832,454
Total Child Nutrition Fund Revenue	\$	2,475,621

**Transylvania County Schools**  
**Budget Resolution**  
**For the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017**

Section XI. The following amounts are hereby appropriated for the operation of the school administrative unit in the Restricted Grants Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

**Instructional**

Regular	\$ 40,986
Special	155,000
Alternative	39,000
School-based Support	258,157

**Support**

Operational	1,000
Community Services	82,451
Total Restricted Grants Fund Appropriation	\$ 576,594

Section XII. The following revenues are estimated to be available to the Restricted Grants Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

State Funds	\$ 94,451
Federal Funds	330,443
Local Funds	30,000
Fund Balance Appropriated	121,700
Total Restricted Grants Fund Revenue	\$ 576,594

**Transylvania County Schools  
Budget Resolution  
For the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017**


Section XIII. The Board hereby authorizes the Superintendent to transfer appropriations within a fund under the following conditions


- A. Amounts transferred do not exceed a cumulative total of plus or minus ten percent (10%) between functions.
- B. Amounts transferred from the Contingency Fund to a specific line item not previously provided for in this resolution do not exceed twenty thousand dollars (\$20,000) for any line item.

Any such transfer shall be reported to the Board at its next regular meeting and recorded in the minutes.

Section XIV. Copies of the Budget Resolution shall be furnished immediately to the Superintendent and Finance Officer for direction in carrying out their duties.

READ, APPROVED, AND ADOPTED this 15th day of August, 2016 on motion of Ron Kiviniemi, seconded by Betty Scruggs and carried.

  
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Tawny McCoy, Chairman

  
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Dr. Jeff McDaris, Secretary