



The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, November 26, 2018 at 5:30 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Cheryl Birx, Joe Delforte, Bill Patrowicz, Michelle Pedzich (*left at 6:25 p.m.*), Megan Personale, John Polimeni, Jen Schneider

BOARD MEMBERS ABSENT: Beth Thomas

LEADERSHIP TEAM PRESENT: Jamie Farr, Matt Fitch, Brian Nolan, Matt Schrage

ADMINISTRATIVE TEAM PRESENT: Vernon Tenney, John Arthur, Brian Amesbury, Jim Simmons, Caroline Chapman, Stephanie Knapp, Dan Bowman

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Parents, student athletes, coaches, Drew Bittel

Executive Session

Upon a motion made Mrs. Pedzich, seconded Mr. Patrowicz, with all present voting yes, the Board of Education approved calling an Executive Session at 5:30 p.m. for the purposes of discussing two proposed, pending or current litigation and the medical, financial, credit or employment history of nine particular persons or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation.

Return to Open Session

Upon a motion made by Mrs. Pedzich, seconded by Dr. Schneider, with all present voting yes, the Board of Education returned to Open Session at 6:25 p.m.

Pledge of Allegiance to the Flag

Mrs. Grimm called the meeting to order at 6:30 p.m. with senior Katie Ringhoff leading all in the Pledge of Allegiance.

President's Comments

Mrs. Grimm welcomed all in attendance.

Superintendent's Report

Fall Athletic Recognition

Mr. Jim Simmons, Athletic Director, recognized the 2018 Fall Scholar Athletes. Currently, 75% of a team's roster must have a 90% average to be considered when determining a team's average GPA. Those teams are:

Boys Soccer, Girls Soccer, Girls Swimming, Girls Tennis, Boys Volleyball and Girls Cross Country

Coaches and athletes from each of these teams were present with the athletes recognized for being scholar athletes and for individual successes.

Athletes and parents left at 7:04 p.m.

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Superintendent Farr handed out a draft of the Field Trip Request form that has been updated for easier reading. The form is more specific on true costs and to include basic information on one page. The Board provided feedback to possibly change to an approval process that involves one review by the Board with no meetings or money to be held until the Board approves. One recommendation was to determine how far in advance the approval should be submitted to the Board. Superintendent Farr will meeting with the Principals and Athletic Director and make the suggested changes.

Public Comments

There were no public comments.

Student Representative ~ Drew Bittel

Student Representative, Drew Bittel reported winter sports and fall concerts have begun at the Academy. Academy Players show earlier in November was *On the Razzle*. Veteran's Day celebrations took place in each building. Report cards were mailed home last week. Students will be participating in a New York Youth Development Survey. Several students attended the NYS CLSA State Conference in Niagara Falls. CA Student Government was awarded the Honor Council Award. Students Sophie Pedzich and Drew each won a scholarship. Jackson Brague was elected to the Student Board for this year and Haley Briggs won the Outstanding Student Leader Award. Red Cross will be hosting a blood drive in December. And PAW Club will be showing a documentary.

Drew left at 7:19 p.m.

October Warrants

Upon a motion made by Mrs. Birx, seconded by Mr. Delforte, with all present voting yes, the Board of Education approved the October Warrants.

APPROVED: OCTOBER WARRANTS

0065 Federal 000424-000427 (Positive Pay)
0066 General 008538-008554 (Positive Pay)
0067 Federal ACH000092
0068 General 008555-008557 (Positive Pay)
0069 Federal ACH000093-ACH000094
0070 General ACH003807-ACH003846
0071 Federal 000428-000432 (Check Print)
0072 General 008558-008702 (Check Print)
0073 General 008703-008704 (Positive Pay)
0075 General 008705-008712 (Positive Pay)
0076 Federal ACH000095
0077 General 008713-008715 (Positive Pay)
0078 Federal 000433 (Positive Pay)
0079 Capital 000317-000320 (Check Print)
0080 General ACH003847-ACH003893
0081 Federal 000434-000440 (Check Print)
0082 General 008716-008857 (Check Print)
0083 General 008858-008870 (Positive Pay)
0084 General 008871 (Positive Pay)
0085 Cafeteria 001749-001777
0087 General 008872-008883 (Positive Pay)
V051 General 008382 (Check Print)
V066 General (Check Print)

Educational Presentation

State of the State: ESSA Update

Mr. Matt Schrage, Assistant Superintendent for Instruction, and Tracy Lindsay provided an NYSED update to the Board of Education focused on ESSA (Every Student Success Act). The presentation provided background for the updated set of accountability measures included in the ESSA and how this will impact our reporting going forward.

Tax Certiorari – Canandaigua National Bank & Trust Company

Upon a motion made by Mrs. Birx, seconded by Dr. Schneider, with and all other present voting yes, the Board of Education approved voting on the Tax Certiorari.

APPROVED: TAX CERTIORARI

WHEREAS, Canandaigua National Bank & Trust Company filed tax certiorari petitions challenging the assessment of its property located on South Main Street in the City of Canandaigua for the 2014-15, 2015-16, 2017-18 and 2018-19 tax years; and

WHEREAS, Canandaigua National Bank & Trust Company has proposed settlement of the pending tax certiorari proceeding upon the following terms:

72 South Main Street

- Reduce the 2014 assessment to \$2,022,475
- Reduce the 2015 assessment to \$2,052,812
- Reduce the 2016 assessment to \$2,083,604
- Reduce the 2017 assessment to \$2,115,483
- Reduce the 2018 assessment to \$2,147,850
- Set the 2019 assessment at \$2,180,712

56 South Main Street

- Reduce the 2014 assessment to \$286,258
- Reduce the 2015 assessment to \$290,552
- Reduce the 2016 assessment to \$294,910
- Reduce the 2017 assessment to \$299,422
- Reduce the 2018 assessment to \$304,003
- Set the 2019 assessment at \$308,655

WHEREAS, the City and County are in agreement with the terms of the proposed settlement; and

WHEREAS, the Board of Education is willing to settle the proceeding pursuant to the terms outlined above.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education agrees to settle the tax certiorari proceedings commenced by Canandaigua National Bank & Trust Company in accordance with the terms set forth above and in the form approved by Ferrara Fiorenza PC and hereby delegates to Ferrara Fiorenza PC the authority to execute such settlement documents.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Mrs. Cheryl Birx
Mr. Joe Delforte

Voting Yes
Voting Yes

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Mr. Bill Patrowicz	Voting Yes
Mrs. Michelle Pedzich	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting No
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Absent
Mrs. Jeanie Grimm	Voting Yes

The Resolution was thereupon declared adopted.

Tax Certiorari – Rite Aid Corporation

Upon a motion made by Mr. Delforte, seconded by Mrs. Birx, with and all other present voting yes, the Board of Education approved voting on the Tax Certiorari.

APPROVED: TAX CERTIORARI

WHEREAS, Rite Aid Corporation filed tax certiorari petitions challenging the assessment of its property located at 539 North Main Street and 170 Eastern Boulevard in the City of Canandaigua for the 2008-09 through 2018-19 tax years; and

WHEREAS, Rite Aid Corporation has proposed settlement of the proceedings upon the reduction of the assessment of each tax parcel to \$2,425,000; and

WHEREAS, the City and County are in agreement with the terms of the proposed settlement; and

WHEREAS, the Board of Education is willing to settle the proceedings pursuant to the terms outlined above.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education agrees to settle the tax certiorari proceedings commenced by Rite Aid Corporation in accordance with the terms set forth above and in the form approved by Ferrara Fiorenza PC and hereby delegates to Ferrara Fiorenza PC the authority to execute such settlement documents.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Joe Delforte	Voting Yes
Mr. Bill Patrowicz	Voting Yes
Mrs. Michelle Pedzich	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Absent
Mrs. Jeanie Grimm	Voting Yes

Tax Certiorari – Centerpointe

Upon a motion made by Mrs. Birx, seconded by Dr. Schneider, with and all other present voting yes, the Board of Education approved voting on the Tax Certiorari.

APPROVED: TAX CERTIORARI

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WHEREAS, Morgan Canandaigua Land LLC and Morgan Centerpointe APRMT, LLC (“Centerpointe”) filed a tax certiorari petition challenging the 2018 assessment of its property located on the corner of Brickyard and Yerkes Road in the Town of Canandaigua; and

WHEREAS, Centerpointe has proposed settlement of the proceedings the following terms:

- Reduce the assessment for Tax Parcel 56.00-1-55.220 to \$700,000;
- No reduction in the remaining tax parcels;
- Waiver of real property tax refunds; and

WHEREAS, the Town is in agreement with the terms of the proposed settlement; and

WHEREAS, the Board of Education is willing to settle the proceedings pursuant to the terms outlined above.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education agrees to settle the tax certiorari proceedings commenced by Centerpointe in accordance with the terms set forth above and in the form approved by Ferrara Fiorenza PC and hereby delegates to Ferrara Fiorenza PC the authority to execute such settlement documents.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Joe Delforte	Voting Yes
Mr. Bill Patrowicz	Voting Yes
Mrs. Michelle Pedzich	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Absent
Mrs. Jeanie Grimm	Voting Yes

Consensus Agenda

Upon a motion made by Mrs. Birx, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved:

APPROVED: CONSENSUS AND SUPPLEMENTALS

Business and District Matters

1. Treasurer’s Report

the Treasurer’s Report for the Period of October 1, 2018 – October 31, 2018. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

2. Budget Status Report

the Appropriation Status Report, which is a summary, for the period of July 1, 2018 – October 31, 2018. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

3. Revenue Status Report

the Revenue Status Report, which is a summary, for the period of July 1, 2018 – October 31, 2018. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

4. Agreements

an agreement with Teresa Stampler-Webster for speech and language evaluations to be completed in student(s) native Spanish language at a rate of \$100/hour not to exceed \$5,000.

an agreement with Futures Education for a Special Education Analysis.

5. Budget Transfers

the below transfer is over \$20,000 and requires Board of Education approval. This is necessary for salaries.

From	2110-160-090-1270 Aides NI Salary	\$31,669.15
To	2110-160-090-1271 Recess Monitor NI Salary	\$31,669.15

the below transfer is over \$20,000 and requires Board of Education approval. This transfer is for Media Library Services which were previously purchased directly but are now being provided by WFL BOCES necessary.

From	A2630-220-010-0000 Theater Operations Equipment	\$43,290
To	A2610-490-010-0000 Library/AV BOCES Services	\$43,290

6. Volunteer

the request of Mr. Vernon Tenney, Academy Principal, for Alexandria Gardner with Starbridge to volunteer to assist a particular student during the musical.

7. 2018-2019 Health Services

We are required to provide the same health services to students attending private and parochial schools as are provided for the children attending public school. The Education Law permits the School District to bill the district of residence for health services to non-resident students. This rate is based on a calculation of our per pupil health services cost using a formula prescribed by the State Education Department.

The rate is \$751.29 per student, per year for the purpose of billing for health services provided to students attending private and parochial schools who are not residents of the Canandaigua City School District for the 2018-2019 school year. The total number of students for the 2018-2019 school year is 77.

8. Surplus Equipment

the request of Mr. Jim Simmons, Athletic Director, to declare as surplus equipment older and non-usable clothing to be donated to the boys basketball booster club the following items:

- Jerseys – White (76), Red (68), Grey (15)
- Shorts – White (65), Red (75)
- Misc. – Pinnies (23)

the request of Mr. Vernon Tenney to discard the following science items no longer in use or are outdated/broken.

- Bill Nye VHS collection
- Seven Gel electrophoresis boxes and 2 electrical gel boxes (which don't work)
- Triple beam balance- broken and technician deemed beyond repair last week

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- Three electrical metal hot water baths (indeterminate age but came from the original HS) unclear whether or not they work

the request of Mr. Vernon Tenney to declare library books as surplus. These items are outdated and are no longer used. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

9. Student Teacher

the recommendation of Mr. Brian Amesbury, Primary-Elementary Principal for:

- Erin Hogan, SUNY Geneseo with Deb Vandemortel from 1/24/19 – 3/15/19
- Loretta Hauslauer, Hobart William Smith with Leslie Tomanovich from 1/28/19 – 3/22/19
- Andrew Hargrave, SUNY Fredonia with Kim Kane from 1/23/19 – 3/18/19
- Samantha Cook, Keuka with Julie Marie Smith from 12/18/18 – 1/30/19
- Emma Cleveland, Keuka with Lynn Pierce-Morey from 12/18/18 – 1/30/19
- Amy Hoffman, Niagara University with Julie Lawrence from 3/18/19 – 5/8/19

the recommendation of Mr. John Arthur, Middle School Principal for:

- Amy Hoffman, Niagara University with Annette Annesi from 1/22/19 – 3/11/19

40 Observation Hours

- Christopher Guertler, Hobart William Smith with Kelley Mariano from 1/22/19 – 5/6/19
- Jessica Bartels, Hobart William Smith with Karen Samatulski from 1/22/19 – 5/6/19

the recommendation of Mr. Vernon Tenney, Academy Principal for:

120 Hour Internship

- Courtney Lane, Keuka College with Cindy Vanderlee from 12/17/18 - 1/31/19

40 Observation Hours

- Daphna Bendall, Hobart William Smith with Colleen Gioseffi from 1/22/19 – 5/6/19

10. New Club

the request of Mr. John Arthur, Middle School Principal for a new club called **CMS Coffee Club**. The two unpaid advisors will be Maria Wade and Dee Culhane. One of this club's primary activities will be the operation of a coffee shop.

11. Donation

the request of Mr. Vernon Tenney to accept donations for their volunteer work assisting with the Finger Lakes Racing Canandaigua Half Marathon last spring. Each club will receive a donation of \$800.

- Robotics – advisor Steve Schlegel
- Student Government – advisor Roberta Bittel

12. Course Additions ~ Final Approval

at the October 10, 2018 CIE meeting, the Council reviewed the following Course addition. A thorough review occurred through the department, the building principal, and finally CIE as directed in the District's Curriculum Procedures Manual. Initial approved at October 29, 2018 Board meeting.

- Forensics 2

13. Course Name Change ~ Final Approval

at the October 10, 2018 CIE meeting, the Council approved the following course name change. Initial approved at October 29, 2018 Board meeting.

- From Intro to Programming to Intro to Computer Science

14. Course Addition ~ Initial Approval

at the November 14, 2018 CIE meeting, the Council reviewed the following Course additions. A thorough review occurred through the department, the building principal, and finally CIE as directed in the District's Curriculum Procedures Manual.

- AP Computer Science Principles

15. Course Name Changes ~ Initial Approval

at the November 14, 2018 CIE meeting, the Council approved the following course name changes.

- From Electronic Music 6-8 to Music Lab 6-8
- From Music Appreciation I & II to Academy Music Lab I & II

16. District Physical Education Plan

at the November 14, 2018 CIE meeting, the Council reviewed the District Physical Education Plan for the 2018-2019 school year.

17. Assessment Package Change ~ Final Approval

at the October 10, 2018 CIE meeting, the Council approved the following assessment package change. Initial approved at October 29, 2018 Board meeting.

- LOTE Assessment Package – adjustment to Checkpoint A and B exam. Per the State guidelines the LOTE department has chosen for these tests to be written locally.

18. District Technology Plan

adoption of the approved District Technology Plan for the 2018-2019 school year. Final approval was received from the State Education Department. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

19. Athletic Volunteers

the request of Mr. Jim Simmons is requesting approval for the below winter athletic volunteers:

- Mike Emerson, boys basketball
- Abby Notter and Kelsey Zahn, girls basketball
- Brittany Chapman, cheerleading
- Jack Coons and Kasey Smith, indoor track
- John Taylor, boys swimming
- David Taft and Brian Groff, hockey

20. Guest Speaker

the request for community member and retired Federal Bankruptcy Judge, Western District New York, John Ninfo to speak to Academy and Middle School students on the importance of financial literacy,

21. Athletic Trip ~ Final Approval

the request of Mr. Jim Simmons for final approval for the below trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

- **Varsity Wrestling**, Windsor, NY, December 27-28, 2018 (*initial October 15, 2018*)

22. Certification of Lead Evaluators-Teachers

BE IT RESOLVED THAT **Heidi Robb** is hereby certified as a Qualified Lead Evaluator of Teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

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- 1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- 2) Evidence-based observation techniques that are grounded in research;
- 3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- 4) Application and use of the State-approved Teachers rubric selected by the Canandaigua City School District for use in the evaluation of Teachers, including training on the effective application of such rubric to observe a Teachers practice;
- 5) Application and use of the assessment tools that the Canandaigua City School District utilizes to evaluate its Teachers, including by not limited to evidenced based observation, evidenced based school visits, artifact collection and review and professional goals;
- 6) Application and use of the State-approved locally selected measures of student achievement used by the Canandaigua City School District to evaluate its Teachers;
- 7) The scoring methodology utilized by the Department and the Canandaigua City School District to evaluate a Teachers under 8 NYCCR Subpart 30-2, including
 - a. How scores are generated for each subcomponent and the composite effectiveness score of Teachers, and
 - b. Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of Teachers and their subcomponent ratings; and

Specific considerations in evaluating Teachers of English language learners and students with disabilities.

23. Recommendations of the Committee on Preschool Special Education

the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File.

24. Recommendations of the Committee on Special Education

the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Melanie Bulman	Teacher Aide	Resignation	11/2/2018
Debora Bowen	Transportation Supervisor	Resignation	1/28/2019
Margaret Bay	Teacher Aide	Retirement	11/23/2018
Janet Dibble	Account Clerk Typist	Retirement	12/30/2018
Paulette Gerstner	Typist	Retirement	12/31/2018

B. Addition of Position

In order to stay in compliance with Civil Service, the Board of Education needs to create one (1) new position of Claims Auditor.

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C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Vicki White	Substitute School Monitor	11/1/2018	\$10.40/hr.
Anthony Nourse	Substitute School Bus Driver	11/16/2018	\$14.91/hr.
Marco Fantauzzi	School Bus Driver Trainee	11/26/2018	\$10.40/hr.
Kalie Ayers	Teacher Aide	11/26/2018	\$11.10/hr.
Tyler Lawson	Custodial Worker	11/26/2018	\$11.72/hr.
Shatoya Moore	Teacher Aide	11/26/2018	\$11.10/hr.
Greg Stoyles	Sub School Bus Driver	11/26/2018	\$14.91/hr.

2. Instructional Personnel

A. Termination

- 1) of Nathan Sniffin, approved at the October 29, 2018 BOE meeting for a non-certified substitute teacher position, has been terminated.

B. Resignation

- 1) of Catherine Yaeger, contract substitute teacher at the Primary-Elementary School, resigned effective November 12, 2018.

C. Leave of Absence

- 1) of Gabrielle Seeber, Spanish Teacher at the Middle School, for a requested a pregnancy-related disability leave of absence to commence on or about April 22, 2019 and to end on or about June 3, 2019 immediately followed by an unpaid child-rearing leave of absence to end June 30, 2020.
- 2) of Lindsay Jimenez, 4th Grade Teacher, for a requested a pregnancy-related disability leave of absence to commence on or about January 29, 2019 and to end April 5, 2019.

D. Appointments

1) 2018-2019 Non-Compensated Co-Curricular Assignments

The following are recommended for co-curricular assignments:

<u>Name</u>	<u>Club</u>
Maria Wade	CMS Coffee Club
Dee Culhane	CMS Coffee Club

2) Winter Coaches

the following individuals to a Winter Coach position at the contractual rate:

<u>Name</u>	<u>Spork</u>
Paul Sedita	JV Indoor Track
Tori Salato	JV Winter Cheerleading

3) Certified Substitute Teacher

the following individual as a Certified Substitute Teacher conditional upon verification of certification and criminal history clearance from the New York State Education Department where appropriate.

John Zappia – Preferred

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4) Non-Certified Substitute Teacher

the following as a Non-Certified Substitute Teachers conditional upon verification of certification and criminal history clearance from the New York State Education Department and verification of 2 years of college where appropriate.

Kim Brocklebank
Tim Martin
Chelsea Strong

End of Consensus Agenda

Board Committee Reports

Policy Committee

On behalf of the Policy Committee with no second required the Entire Policy Series was accepted for a First Reading.

District Committee Reports

Council for Instructional Excellence (CIE)

Dr. Schneider reported on behalf of CIE which met on November 14. The Committee received an extensive Physical Education update. It was determined that K-2 are currently not meeting the requirement. A plan has been put into place to correct. The Committee approved a few course changes and additions. Two Grants for Excellence were discussed. The next meeting is scheduled for December 12.

Upcoming Events

- November 28 - Middle School Concert
- November 29 - K-5 Parent-Teacher Conferences
- November 30 - Early Dismissal K-5
- December 3 - *Strategic Planning Meeting @ YMCA*
- December 5 - Middle School 6th Grade Band, Orchestra and Chorus
- December 6 - Evening K-5 Parent-Teacher Conference
- December 7 - Early Dismissal K-5 / K-5 Parent-Teacher Conferences
- December 7 - RPO Holiday Pops Concert
- December 10 - **Regular Board Meeting**
- December 11 - Elementary Winter Concert I-5th Grade Orchestra, Jazz and Chorus
- December 12 - Holiday PRISM Concert
- December 13 - Geography Bee Finals
- December 14 - MS Fun Night
- December 15 - 5th Grade PE Dance Celebration
- December 16 - Audit Committee Meeting
- December 17 - *Strategic Planning Meeting @ Operations Center*
- December 18 - Middle School 7th Grade Band, Orchestra and Chorus
- December 19 - Elementary Winter Concert II-5th Grade Orchestra, Jazz and Chorus
- December 24 through January 4 - Holiday Recess

Adjournment

Upon a motion made by Dr. Schneider, seconded Mrs. Personale, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 8:02 p.m. The next Regular meeting will be on December 10, 2018 at the Operations Center at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov
District Clerk