

BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES

Thursday, December 18, 2014

Generated by Renai Cardillo on Monday, January 5, 2015

Members present

Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

Others present: Brigitte Bagocius, Maryellen Brousseau, Stephen Bukowski, Henry Franz, Sharon Fuhrman, Frank Gallagher, Christopher Hey, Elisa Snedaker, William Stone.

Representatives from SAEA and a reporter from The Reporter.

Meeting called to order at 7:05 PM

1. Welcome

1.1 Call to Order - Scott C. Jelinski, Board President

Mr. Jelinski called the meeting to order at 7:06 PM.

1.2 Meeting Protocol

Mr. Jelinski announced the meeting protocol.

1.3 Pledge of Allegiance

Mr. Jelinski lead the meeting in the Pledge of Allegiance.

1.4 Roll Call - William R. Stone, Jr., Board Secretary

Mr. Stone called the roll. Nine Board members were present.

2. Souderton Spotlight

2.1 Comments from the Superintendent

Mr. Gallagher made a statement regarding the tragic events that impacted the community on December 15, 2014. Mr. Gallagher lead the meeting in a moment of silence to honor the victims and for the recovery of student Anthony Flick.

2.2 Souderton Spotlight Video

Mr. Gallagher introduced the Spotlight video, originally shared with all faculty and staff at the 2014-15 Opening Day Faculty and Staff Meeting. Mr. Gallagher and Mr. Jelinski noted that this video was an important reminder of how well the SASD excels in its delivery of traditional public education.

3. Report of the Student Representatives to the Board

3.1 Student Representatives Update on Activities and Events at Souderton Area High School

Taylor Despain reflected on the weeks' tragic events and noted appreciation for the support of the counselors. Taylor mentioned the vigil that was being held on Monday night and invited everyone to attend. Taylor noted some athletic standings as well as the Tech Ed department's Winter Workshop. Katie Offner announced the High School's upcoming SouderTHON, a fundraiser similar to one coordinated by Penn State, will be held in February. The High School will be partnering with Peter's Powerhouse on the fundraiser. Katie noted that the first round of Rotary Speeches will be presented to faculty on January 29.

4. Public Comments on Agenda Items

4.1 Public Comment

There were no public comments on agenda items.

5. Report of the President

5.1 Report on Executive Session Meeting(s) held by the Board

Mr. Jelinski noted that an Executive Session of the School Board was held on December 4 to discuss legal matters and on December 18 to discuss personnel matters.

6. Consent/Action Agenda

6.1 Consent/Action Agenda Protocol

6.2 Approve School Board Meeting Minutes from November 20, 2014

Resolution: MOTION TO APPROVE THE NOVEMBER 20, 2014 SCHOOL BOARD MEETING MINUTES AS PRESENTED.

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.3 Approve Financial Statements and Check Listings for the Month of November 2014

Resolution: MOTION TO APPROVE THE FINANCIAL STATEMENTS AND CHECK LISTINGS FOR NOVEMBER 2014.

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski,

Ken Keith, Donna Scheuren

6.4 Approve Requests to Attend Conferences/Workshops

Mark James
PETE & C - PA Educational Technology Expo & Conference
Hershey, PA
February 9 - 11, 2015
\$390.72
Curriculum Budget

Frank Ball
PASBO - PA Association of School Business Officials Conference
Hershey, PA
March 10-13, 2015
\$968.45
Operations Budget

Kathryn Strite
Wilson Reading - Just Words Workshop
Conshohocken, PA
April 22-23, 2015
\$425.49
Special Ed Budget

Maureen Unger
A/CAPA - Child Accounting & Student Attendance
Hershey, PA
February 25-27, 2015
\$622.32
Pupil Services Budget

Resolution: MOTION TO APPROVE REQUEST(S) TO ATTEND CONFERENCES/WORKSHOPS AS LISTED.

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.5 Ratify Request to Attend Conference/Workshops

Catherine Heller
SAS - Standard Aligned System Institute
December 7-9, 2014
Hershey, PA
\$660.78
Curriculum Budget

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.6 Approve Request(s) for Out-of-State/Overnight Field Trips

Indian Crest Middle School

8th Grade History and Science Students

May 18, 2015

Baltimore, MD - Ft. McHenry, National Aquarium, Maryland Science Center

- Enhance the 8th grade social studies and science curricula

292 students - student funded

33 chaperones

Resolution: MOTION TO APPROVE OUT-OF-STATE/OVERNIGHT FIELD TRIP REQUEST(S) AS LISTED:

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.7 Approve Professional Staff Personnel Items

CHRISTINE REINFORD

Special Education Teacher, E. M. Crouthamel Elementary School

Request for Childrearing Leave beginning February 1, 2015 and extending through the end of the 2014-2015 school year. Mrs. Reinford plans to return for the start of the 2015-2016 school year.

IRIS TOMPKINS

English Teacher, Souderton Area High School

Request for Extension of Childrearing Leave through the second semester of the 2014-2015 school year. Mrs. Tompkins plans to return for the start of the 2015-2016 school year.

JESSICA BICKER

Replacement for Iris Tompkins (childrearing leave)

English Teacher, Souderton Area High School

LONG-TERM SUBSTITUTE

Effective: Second Semester, 2014-2015 School Year

Education: Elizabethtown College (BA) 2009

Experience: May 2014 - present - Souderton Area School District, High School - Long-Term Substitute English Teacher; Aug. 2012- Jan. 2013 - SASD, High School, Long-Term Substitute English Teacher

2009-2011 - Cornwall-Lebanon School District, Cedar Crest High School, English Teacher

Recommended Salary: \$20,617 - B (1)

KOREY BISHOP

Temporary new position due to increased need

.6 Special Education Teacher, Learning Support, E. M. Crouthamel Elementary School

LONG-TERM SUBSTITUTE

Effective: January 5, 2015 through the end of the 2014-2015 school year

Education: West Chester Univ. (BS) 2014

Experience: Aug. 2014 - Present, Souderton Area S. D. - Oak Ridge Elementary School - Special Education Instructional Asst., Life Skills Class

Spring 2014 - Student Teaching - Perkiomen Valley S.D. - South Elementary, 2nd Grade - Middle School West, Learning Support

May 2013-Aug. 2014 - Exceptional Learning LLC - Personal Care Assistant
Recommended Annual Salary: \$24,872.40 - B (1) (to be pro-rated based on start date)

RENAE DERSTINE

Replacement for Christine Gigon (retired)
Fourth Grade Teacher, West Broad Street Elementary School
PROFESSIONAL

Beginning: January 5, 2015

Education: Gwynedd-Mercy College (BS) 1993

Weidner University (M.Ed.) 1997

Experience: 2013-2014 - Souderton Area School District, Oak Ridge Elementary, Long-Term Substitute - Second Grade

1993-2003 - SASD - Lower Salford Elementary School - First and Second Grade Teacher

Recommended Annual Salary: \$67,370 - M (11)

REBECCA GEIGER

Replacement for Christine Reinford (Childrearing Leave)
Special Education Teacher, E. M. Crouthamel Elementary School
LONG-TERM SUBSTITUTE

Effective: December 15, 2014 through the end of the 2014-2015 school year

Education: Slippery Rock University (BS) 2014

Experience: Nov. 2014-Present - Souderton Area S.D. - Extended Substitute, Special Education Teacher, E.M. Crouthamel Elementary School

Aug. 25, 2014-Oct. 31, 2014 - SASD - Oak Ridge Elementary - One-to-One Instructional Assistant

Spring 2014 - Student Teaching - Butler S.D. - Special Education and First Grade

Recommended Annual Salary: \$41,454 - B (1) (to be pro-rated based on start date)

Resolution: MOTION TO APPROVE PROFESSIONAL STAFF ITEMS - REQUEST FOR CHILDREARING LEAVES AND NEW HIRES

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.8 Approve Support Staff Personnel Items

RESIGNATIONS

STAR BEIGLER

Part-Time Custodian, Indian Crest Middle School

Effective: October 27, 2014

DONNA BENNER

Substitute Food Service Assistant

Effective: December 10, 2014

KOREY BISHOP

Special Educator Instructional Asst., Oak Ridge Elementary School

Effective: December 23, 2014

MELISSA HIGGINS

Intervention Teaching Asst., Oak Ridge Elementary School

Effective: December 5, 2014

DANIEL HUBER

Part-Time Custodian, Indian Crest Middle School
Effective: December 23, 2014

DENISE HUFF

Special Education Instructional Assistant, Life Skills, High School
Effective: November 21, 2014

TRANSFERS**REBECCA ALDERFER**

Replacement for Patricia Rensch (resigned)
From: Substitute Food Service Assistant
To: Food Service Assistant, Souderton Area High School
Beginning: December 1, 2014
Wage: \$9.89 per hour - Hours: 3.25 per day

ELIZABETH UBELE

Replacement for Laura Bretz (resigned)
From: Substitute Food Service Assistant
To: Food Service Assistant, Souderton Area High School
Beginning: December 1, 2014
Wage: \$9.89 per hour - Hours: 3.75 per day

NEW HIRES**KATHLEEN BOZEK**

New Position Due to Additional Student
Special Education Instructional Asst., Salford Hills Elementary School
Beginning: November 11, 2014
Wage: \$10.82 per hour - Hours: .75 hour per day

EVAN DOLAN

Substitute Teacher
Beginning: December 1, 2014
Wage: \$100 per day

SAMUEL GOSHOW

Part-Time Custodian, Indian Crest Middle School
Beginning: December 2, 2014
Wage: \$10.86 per hour - Hours: 4 per day

FARRELL HEALY

Lifeguard, Community Aquatics Program, High School
Beginning: December 2, 2014
Wage: \$9.00 per hour - Hours: As scheduled

SEAMUS HANRAHAN

Lifeguard, Community Aquatics Program, High School
Beginning: December 1, 2014
Wage: \$9.00 per hour - Hours: As scheduled

SHANNON HANRAHAN

Instructor, Community Aquatics Program, High School
Beginning: December 1, 2014
Wage: \$9.00 per hour - Hours: As scheduled

KARA WASKIEWICZ

Lifeguard, Community Aquatics Program, High School
Beginning: December 4, 2014
Wage: \$9.00 per hour - Hours: As scheduled

Resolution: MOTION TO APPROVE SUPPORT STAFF PERSONNEL ITEMS - RESIGNATIONS AND NEW HIRES

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.9 Approve Supplemental Contracts and Contracted Services for Extra-Curricular Activities

SUPPLEMENTAL CONTRACTS

MARIA HALTEMAN

FBLA / School Store, High School
(Change to Shared Position)

\$780

STUART MARJORAM

FBLA / School Store, High School
(Shared Position)

\$750

CONTRACTED SERVICES

WESLEIGH FAZEKAS Indoor Band, Head Color Guard Instructor, High School \$1,710

PATRICK WALDENBERGER Indoor Band, Asst. Percussion Instructor, High School \$1,400

TIMOTHY WILSON Indoor Band, Head Percussion Instruction, High School \$2,511

RICHARD RAGUSA Asst. Wrestling Coach, Middle School \$1,710

Resolution: MOTION TO APPROVE SUPPLEMENTAL CONTRACTS AND CONTRACTED SERVICES FOR EXTRA-CURRICULAR ACTIVITIES

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.10 Approve PDE Comprehensive Plan 2015-2018

Resolution: MOTION TO APPROVE PDE COMPREHENSIVE PLAN 2015-2018

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.11 Approve the 2015-2016 School Year Calendar for Students and Staff

Resolution: MOTION TO APPROVE THE 2015-2016 SCHOOL YEAR CALENDAR FOR STUDENTS AND STAFF.

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.12 Approve a Resolution naming five (5) additional local holidays.

Resolution: MOTION TO APPROVE A RESOLUTION NAMING FIVE (5) ADDITIONAL LOCAL HOLIDAYS

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.13 Approve the 2014 Per Capita Tax Exonerations

Resolution: MOTION TO APPROVE THE 2014 PER CAPITA TAX EXONERATIONS

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.14 Approve Donation to Souderton Area High School

Resolution: MOTION TO APPROVE A DONATION TO SOUDERTON AREA HIGH SCHOOL

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.15 Approve the Disposal of Excess, Obsolete and Non-Repairable Equipment

Resolution: MOTION TO APPROVE THE DISPOSAL OF EXCESS, OBSOLETE AND NON-REPAIRABLE EQUIPMENT

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.16 Approve the Fifth Addendum to the Agreement of Sale for the old High School property

Resolution: MOTION TO APPROVE THE FIFTH ADDENDUM TO THE AGREEMENT OF SALE FOR THE OLD HIGH SCHOOL PROPERTY

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

6.17 APPROVE CONSENT/ACTION AGENDA ITEMS

Resolution: MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

7. Discussion/Action Agenda

7.1 Approve Souderton Charter School Collaborative Renewal

Mr. Gallagher recommended the approval of the five-year charter renewal. Mr. Jelinski read a statement regarding the charter school renewal process. He questioned why a charter school is needed in a high-performing district like Souderton Area. He commended our administrative and teaching staff and noted frustration over the negative legal and financial implications of the charter school system. Mr. Jelinski questioned why the Board even needed to debate this particular item. He noted that his comments were not directed at the Souderton Charter School Collaborative (SCSC), but the existing charter school system in general.

Mr. Holliday commended SCSC, but agreed with Mr. Jelinski regarding the flaws in the system.

Mrs. Flisak centered her comments on the mission of the School District, and noted that her goals as a Director are to achieve excellent academic achievement and to be fiscally conservative. She noted that the charter school system was intended to operate in districts that were academically failing. She noted that she will not subject the taxpayers to undue legal costs, and that she wishes to elevate the issue to the state legislature.

Mrs. Basile thanked SCSC for its presentation in October, and reiterated Mrs. Flisak's comments about directing her comments to the state legislature. She noted the District's proven track record of excellence, and that she is

not a proponent of charter schools. The legislature must make charter school reform a priority.

Mr. Braccio noted that this was a difficult vote personally. He shared the success story of his own daughter in both private and public schools. He discussed a CREDO report from 2013 comparing charter and public school students. The report noted no discernible difference in performance between charter and public schools, and suggested that most growth occurred in urban, not suburban, areas. Additionally, he discussed a 2011 report on Pennsylvania charter and cyber charter schools, noting that every charter school in the report was academically failing. He noted that the Charter School Law was allowing advertising to be used to support failing schools, and questioned how the legislature could have approved such a law. He complimented SCSC on its performance, and acknowledged that its performance is the same as ours. He concluded that the Charter School Law is punitive to high performing school districts and overly burdensome to lower performing districts.

Mr. Kwiatkowski also questioned why the Board should even consider the renewal, given that its options were costly and ineffective. He stated that the state legislature needs to reform the renewal and funding systems in the law. He thanked the administration for outlining the renewal process, and thanked the entire staff of SASD on their excellent performance.

Mrs. Scheuren noted that it is a complicated vote. She noted that she takes her role as Finance Committee chair very seriously, and discussed the importance of a sound budgeting process. She discussed numerous cost savings efforts, including debt refinancing, contract reviews and the sale of real estate absent a real estate broker. Mrs. Scheuren also noted the breadth of the many programs and opportunities that are funded in the annual budget. She noted that it was extremely difficult to budget for changes within the charter school (e.g. enrollment, acquisition of a new facility) that cannot be controlled. She applauded the efforts of teachers and administrators on the excellence achieved in SASD. Mrs. Scheuren also noted that a meeting has been requested with U.S. Congressman Mike Fitzpatrick in an effort to discuss the flaws in the system.

Mr. Brong noted that he agreed with his fellow Board members, and said it is difficult to fund a charter school that does not appear to be needed.

Mr. Keith discussed his objectives as a School Board Director. He asked many questions about the role SCSC in our District, and researched the topics at length. He noted positive outcomes achieved by SCSC, but noted that its strategic plan was lacking and requested that SCSC be more proactive in providing this information in the future. He noted that the legislature must make efforts to reform the charter school system a priority. He complimented the taxpayers, administrators, teachers and students.

MOTION TO APPROVE A FIVE-YEAR RENEWAL FOR THE SOUDERTON CHARTER SCHOOL COLLABORATIVE'S CHARTER THROUGH 2020

Motion by Thomas Kwiatkowski, second by Jill Basile.

Final Resolution: Motion Carries

Aye: Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith

Nay: Jill Basile, Nicholas Braccio, William Brong, Donna Scheuren

8. Future Meetings

8.1 Future Meetings

Mr. Jelinski announced the future meetings of the School Board, MCIU and NMTCC.

9. Report of the Solicitor

9.1 Report of the Solicitor

Mr. Sultanik wished the Board happy holidays.

10. Unfinished/New Business of the Board

10.1 Unfinished/New Business from the Board

Mr. Brong thanked the NMTCC students for a great holiday dinner early in the week, and mentioned the results on the reorganization. Mr. Jelinski congratulated Mr. Brong on his re-election as chairman to the NMTCC Joint Operating Committee. Mrs. Basile congratulated IVMS and SAHS on placing 2nd and 3rd respectively, in the Philly More FM holiday concert choir contest. Mrs. Scheuren seconded Mr. Brong's comments regarding the NMTCC students and their accomplishments.

11. Public Comments

11.1 Public Comments

Mr. Mark James, SAEA president, and SAHS Math teacher expressed sympathies to the families affected by Monday's tragedy. He recognized the work of local law enforcement, and thanked the administrative and teaching staffs during this difficult time. Mr. James expressed gratitude to the Board for their appreciation and affirmation. He read a statement regarding the charter school system and shared concerns about the flawed funding system.

Mr. Gallagher wished everyone happy holidays and Mr. Jelinski stated same.

12. Adjournment

12.1 Adjournment of the Meeting

MOTION TO ADJOURN THE BOARD OF SCHOOL DIRECTORS' MEETING.

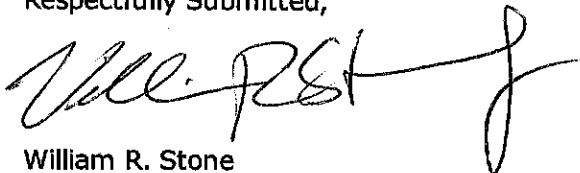
Motion by Thomas Kwiatkowski, second by Ken Keith.

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

Meeting was adjourned at 8:00 PM.

Respectfully Submitted,



William R. Stone
Board Secretary