Papillion La Vista Community Schools #27 Board of Education Meeting January 22, 2024

420 South Washington Street Web Page: www.plcschools.org

Papillion, NE 68046 Phone: 402-537-6200

Mission

'The mission of Papillion La Vista Community Schools, an organization dedicated to greatness, is to prepare all students to realize their unique aspirations through rigorous instructional and innovative educational pathways, delivered by highly qualified, passionate educators through bold partnerships with families and community.

I. Call to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. Excused Absences (Motion Needed)

Open Meetings Law: Posted at entrance to room.

Notes Regarding Agenda: The Board will generally follow the sequence of the published agenda but may change the order of items when appropriate and may elect to act on any of the items listed.

II. Communications

- A. Recognition: Tim Williams, PLHS awarded the Mike Behrens Coaching Award for Class A and PLSHS Lauren Medeck as the MaxPreps Nebraska Volleyball Player of the Year
- B. Military Advisory: Colonel Patrick Kolesiak
- C. Public Comment on Items Not on the Agenda

Public questions and comments regarding **items not on the agenda** may take place at this time in the agenda. Individuals who want to address the Board must complete a Guidelines for Public Comment Form with the date, topic addressing, name, address and organization representing (if appropriate) and give it to the Board clerk prior to the start of the meeting. When called upon by the presiding officer, the individual shall proceed to the podium and state their name and address. An individual may not exceed three (3) minutes and total time for all individuals who want to speak shall not exceed 30 minutes unless a majority vote of the Board approves extending allocated time. This time for public comment shall not be used to address specific individual student discipline or employee performance issues. Complaint and grievance processes are in place to deal with issues of this nature.

- D. Superintendent's Report
- E. Board Reports
- F. Committee Reports
 - 1. Buildings, Grounds, & Finance
 - 2. Human Resources & Student Services
 - 3. Curriculum & Americanism

Public Comment on ITEMS ON the agenda

Public questions and comments regarding **items on the agenda** may be allowed by the Board as each agenda item is discussed during the regular Board meeting. Individuals who want to address the Board must complete a Guidelines for Public Comment Form with the date, topic addressing, name, address and organization representing (if appropriate) and give it to the Board clerk prior to the start of the meeting. When called upon by the presiding officer, the individual shall proceed to the podium and state their name and address. An individual may not exceed three (3) minutes and total time for all individuals who want to speak shall not exceed 30 minutes unless a majority vote of the Board approves extending allocated time.

III. Action Items (Motion Needed)

- A. Action by Consent
 - 1. Approval of Meeting Agenda
 - 2. Finance
 - 3. Out-of-State Travel
 - 4. Personnel
 - 5. Board Meeting Minutes of January 8, 2024
 - 6. Policy 1000-Public Relations & Communications
- B. Parkview Heights—2023 Bond (General Operations)
- C. Hickory Hill 2023 Bond (General Operations)
- D. PLHS and PLSHS Softball Fields (General Operations)

IV. Discussion/Information Items

- A. Trumble Park and Tara Heights Schools Construction Projects (General Operations)
- B. Student Demographics Report and Human Resources (Goal #3)
- C. Voluntary Separation Update (Goal #3)

V. Future Board Calendar

January 26, 2024 Liaison Lunch @ Patriot w/Fisher – 11:30am

January 30, 2024 Liaison Lunch @ Ashbury w/Bailey – 11:30am

February 1, 2024 Liaison Lunch @ Portal w/Lodes – 11:30am

February 9, 2024 No School Elementary – Elementary Staff Development Day

February 9, 2024 Liaison Lunch @ Liberty Middle School w/Wood – 11:30am

February 12, 2024 Board of Education Meeting @ 6:00pm - Central Office

VI. Adjournment

- Strategic Goal #1 Curriculum & Instruction
- . Strategic Goal #2 Mental Health
- Strategic Goal #3 Human Resources
- . General Operations



PAPILLION-LA VISTA PUBLIC SCHOOL DISTRICT #27 FINANCIAL STATEMENT 12/31/23

BEGINNING G/L BALANCE AS OF 12/01/2023			17,480,971.15
REVENUE:			
	State Aid		2,867,223.00
	Property Taxes Sarpy		1,720,147.85
	Douglas Taxes		300.28
	Special Ed		2,417,467.00
	Interest Earned on Bank Accounts		50,401.58
	School Lunch Program Receipts		572,923.82
	Maps		24,690.70
	Tuition Express (preschool tuition)		11,100.00
	Misc. Items		22,077.76
	TOTAL REVENUE	\$	7,686,331.99
DISBURSEMENTS:			
	Payroll		6,374,255.72
	Payroll Taxes		2,391,774.31
	Vendor Payments/Mileage Reimb. General Fund		3,372,871.48
	Payflex Fees		864.20
	Health Savings Acct.		35,433.21
	Retirement ACH		1,741,944.90
	TOTAL DISBURSEMENTS	\$	13,917,143.82
ENDING BALANCE AS OF 12/31/23		\$	11,250,159.32
Transurar			
Treasurer			

PAPILLION-LA VISTA PUBLIC SCHOOL DISTRICT #27 **BOND FUND FINANCIAL STATEMENT** 12/31/23

BOND FUND #3 Balance 12/01/2023				\$	1,074,454.09
DEVENUE.					
REVENUE:	Sarpy County Prop	orty Tay			
	Interest	erty rax .	10.73	•	
	Deposit		2,114.07		
	Internal Transfer		2,114.07		
		TOTAL REVENUE		\$	2,124.80
DISBURSEMENTS:					
	Principal/ Interest F	Pavments	0.00		
	Internal Transfer to		1,074,454.09		
			.,,		
		TOTAL DISBURSEMENTS			\$1,074,454.09
ENDING BALANCE	THRU 12/31/2023			\$	2,124.80
BOND FUND #4					
Balance 12/01/2023					\$2,360,393.06
REVENUE:					
	Sarpy County Prop	erty Tax	14,284.17		
	Interest		10,238.74		
	Internal Transfer		0.00		
	Deposit		0.00		
		TOTAL REVENUE		\$	24,522.91
DISBURSEMENTS:					
	Principal/ Interest F	Payments	0.00		
	Internal Transfer		0.00		
	Fee		0.00		
		TOTAL DISBURSEMENTS			\$0.00
ENDING BALANCE	THRU 12/31/2023			\$	2,384,915.97
DOND FUND "					
BOND FUND #5					
Balance 12/01/2023					\$1,419,783.21
REVENUE:					
· - -	Sarpy County Prop	erty Tax	16,745.94		
	Interest	•	6,196.16		
	Internal Transfer		0.00		
	Deposit		0.00		
		TOTAL REVENUE		\$	22,942.10

TOTAL DISBURSEMENTS

Principal/ Interest Payments

Internal Transfer

DISBURSEMENTS:

\$0.00

0.00

ENDING BALANCE THRU 12/31/2023 \$1,442,725.31 **BOND FUND #6** Balance 12/01/2023 **REVENUE:** Sarpy County Property Tax 40,425.68 8,667.60 Interest 0.00 Internal Transfer Deposit 0.00 \$ **TOTAL REVENUE DISBURSEMENTS:** Principal/ Interest Payments 0.00 Internal Transfer 0.00

TOTAL DISBURSEMENTS \$0.00

ENDING BALANCE THRU 12/31/2023 \$2,015,075.97

BOND FUND #7

REVENUE:

Balance 12/01/2023 \$2,451,032.75

Sarpy County

Sarpy County Property Tax 2,339.90 ! Interest 10,566.32 !

Internal Transfer From Bond 3

Deposit

TOTAL REVENUE \$ 12,906.22

DISBURSEMENTS:

Principal/ Interest Payments 0.00 Internal Transfer 0.00

TOTAL DISBURSEMENTS \$0.00

ENDING BALANCE THRU 12/31/2023 \$2,463,938.97

RETURN TO AGENDA

\$1,965,982.69

49,093.28

Treasurer

PAPILLION-LA VISTA DISTRICT #27 BUILDING FUND FINANCIAL STATEMENT

BUILDING FUND

Beginning Balance 12/01/23		3,213,702.11
Receipts:		
Tax Revenue - Sarpy County/LC	4,284.51	
Interest	13,628.02	
Internal Transfer	0.00 0.00	
Misc. Deposits	0.00	
	17,912.53	
Disbursements:		
A/P Checks	5,623.08	
Internal Transfer	0.00	
	5,623.08	
Ending Balance 12-31-23 Per G/L		3,225,991.56
CONSTRUCTION FUND		
Beginning Balance 12/01/23		27,720,816.18
Receipts:		
Tax Revenue - Sarpy County/LC	0.00	
Interest	111,289.40	
Bond Refunding/Misc. Receipts	0.00	
Internal Transfers	0.00	
	111,289.40	

Disbursements:

991,302.35 A/P Checks Internal Transfers 0.00 Investing Fees 0.00 991,302.35

Ending Balance 12-31-23 Per G/L 26,840,803.23

Treasurer

PAPILLION LA VISTA COMMUNITY SCHOOLS #27 MONTHLY STAFF TRAVEL REQUEST BOARD OF EDUCATION January 22, 2024

STAFF MEMBER	DATE AND DESTINATION	CONFERENCE / WORKSHOP	ESTIMATED REGISTRATION / TRANSPORTATION / LODGING / MEALS	ESTIMATED SUB COST
Tim Clemenger Jason Jensen Ryan Stieren Tim Williams	February 9-11, 2024 Nashville, TN	Glazier Football Coaches Clinic	\$0.00	\$495.00 (D)
Vern Davis- Showell	February 14-19, 2024 New Orleans, LA	National Association of School Psychologist Annual Conference	\$0.00	\$0.00
Pam Lowndes	March 10-14, 2024 Washington, DC	National Association of Elementary School Principals Advocacy Conference	\$0.00	\$0.00
OUT-OF STATE TRAVEL FOR STUDENTS AND STAFF Estimated General Fund Expenditures				

PAPILLION LA VISTA COMMUNITY SCHOOLS #27 PERSONNEL ACTIONS BOARD OF EDUCATION January 22, 2024

Resignations

Kelly Berner English Papillion Middle School

Nathan CainSpecial EducationPapillion-La Vista South High SchoolCorina ClemengerSocial SciencePapillion-La Vista South High School

Abby Hiatt Special Education Papillion-La Vista High School

Melanie Miller 3rd Grade Leave of Absence

Haley Russell Special Education Papillion-La Vista High School

Contracts

McKenna Dodd Physical Education Papillion-La Vista High School McKenna received her Master of Science from Midland University in May 2020. McKenna is currently a Physical Education and Health Teacher with Lakeview Community Schools in Columbus, NE.

Laura Hightower Preschool La Vista West

Laura received the Bachelor of Science from the University of Nebraska at Lincoln in May 1995. Laura is currently a permanent floater substitute teacher for Papillion La Vista Community Schools.

Alex Kowalski Science La Vista Middle School

Alex received his Bachelor of Science from the University of Nebraska at Lincoln in May 2022. Alex completed his student teaching at Papillion-La Vista High School in the fall of 2023. Alex currently is a floater substitute teacher for Papillion La Vista Coming Schools.

Bobbi Lawhorn Counselor Papillion-La Vista High School Bobbi received her Master of Science from Capella University in March 2016. Bobbi is currently a school counselor at Elkhorn North Ridge Middle School with the Elkhorn Public Schools.

Marilyn Levin Behavior Coach Papillion La Vista Community Schools Marilyn received her Master of Arts from California State University in December 2013. Marilyn is currently working as a Special Education Teacher for Gretna Public Schools.

Kristen Madler Counselor Papillion-La Vista High School
Kristen received her Master of Science from the University of Nebraska at Omaha in May 2015. Kristen is currently work
as the Lead School Counselor for Iowa Connections Academy. Kristen was a previous teacher for Papillion La Vista
Community Schools. Kristen is also a graduate of Papillion-La Vista High School.

Jeseca Stolte Special Education TBD

Jeseca received her Bachelor of Science from the University of Nebraska at Lincoln in December 2020. Jeseca is currently a Life Skills Teacher with Lincoln Public Schools.

Lori Svatora English Papillion-La Vista South High School Lori received her Master of Science from Peru State College in December 2023. Lori is currently working as an English Teacher with Norfolk Public Schools.

PAPILLION LA VISTA COMMUNITY SCHOOL DISTRICT #27 Board of Education Proceedings January 8, 2024

The Board of Education of the School District of Papillion La Vista, in the County of Sarpy, in the State of Nebraska, met in open and public session at 6:00 p.m., Monday, January 8, 2024. The meeting was held at the Papillion La Vista Community Schools Administration Office, 420 South Washington Street, Papillion, Nebraska.

Notice of the meeting was provided in advance by publication in the *Sarpy Times*, January 3, 2024. Notice of the meeting was simultaneously given to all members of the Board of Education. Their acknowledgment of receipt of the agenda is maintained at the Papillion La Vista Community Schools Administration Office. The proceedings, hereafter shown, were taken while the convened meeting was open to the attendance of the public.

Call to Order

Board President Skip Bailey called the meeting to order and publicly stated a copy of the Nebraska Open Meetings Law is posted at the entrance to the Board Room. Mr. Bailey led the group in the Pledge of Allegiance.

Roll call was taken. All board members were present: Ms. SuAnn Witt, Mr. Brian Lodes, Ms. Lisa Wood, Ms. Valerie Fisher, Mr. Marcus Madler, and Mr. Skip Bailey. There were no comments from the Board or audience.

Due to the winter weather the Board agreed to move the Recognition to the January 22, 2024, board meeting. The Student Council Report has been postponed.

Communication

There were no public testifiers.

Superintendent's Report

Dr. Rikli provided a report of highlights and activities he has attended this past month. Dr. Rikli thanked the community for attending the meeting and the community members that are watching the meeting on YouTube. Dr. Rikli introduced our new Communications Director, Dr. Christopher Villarreal.

The 108th Legislature, 60-day second session convened on January 3. During the first ten days bills can be introduced with the conclusion of bill introduction January 17. Mr. Tim Gay from Catalyst Public Affairs will provide the Board with updates as the session progresses.

Dr. Rikli and Superintendents have been meeting with Governor Pillen. Governor Pillen has made it a priority to meet with Superintendents on an ongoing basis. Agenda items discussed included school budgets, school safety, and staff recruitment and retention.

Dr. Rikli attended several DARE Graduations at the end of the first semester.

Staff attended the Karen Haase Professional Boundaries presentation on January 3 at PLHS.

Board Comments

Ms. Witt attended the English Language Arts Curriculum review on December 20.

Mr. Lodes shared that the Liberty Middle School 8th grade band will be performing at the Nebraska Band Masters Association Conference.

Committee Reports:

- Building & Grounds & Finance: Mr. Lodes reported the committee had met. Agenda items will be discussed at this meeting.
- HR & Student Services Committee: Ms. Witt reported the committee had not met.
- Curriculum and Instruction Committee: Ms. Fisher reported the committee had not met.

Action Items – Annual Business

Election of officers for 2024: President Bailey turned the election over to Dr. Rikli. Dr. Rikli requested nominations for the officer positions. Mr. Bailey nominated all positions. The positions were approved unanimously by the Board.

President – Marcus Madler Vice President – Valerie Fisher Secretary – SuAnn Witt Treasurer – Brian Lodes

A motion was made by Ms. Fisher and seconded by Mr. Bailey to approve the Action by Consent Annual Business items:

- 1. Authorize Vice-President to sign in absence of President, Secretary or Treasurer
- Authorize Superintendent to sign for all Monies, Title Funds, Federal, State and Counties Monies and Bank Business
- 3. Authorize use of Facsimile Stamp
- 4. Designate Depositories (American National Bank, Pinnacle Bank, Bank of Nebraska, Bank of the West, PFM Asset Management LLC (NSDLF+), U.S. Bank, First National Bank, Cobalt Federal Credit Union, and Five Points Bank)
- Designate Sarpy Times as official newspaper for notification of meetings. Additional posting locations if needed: Sarpy County Court House, both High Schools, Papillion Public Library, and La Vista Public Library and the District website

There were no comments from the Board or audience. Roll call vote was taken. Ayes: Lodes, Wood, Fisher, Madler, Bailey, and Witt. Nays: None. The motion carried.

A motion was made by Mr. Lodes and seconded by Mr. Bailey to approve the 2024 board meeting dates as presented. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Fisher, Madler, Bailey, Witt, Lodes, and Wood. Nays: None. The motion carried.

Action Items - Monthly Business

A motion was made by Mr. Lodes and seconded by Mr. Madler to approve the Action by Consent Items: The meeting agenda, bills, out of state travel and personnel, and board meeting minutes of December 11, 2023, as presented. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Madler, Bailey, Witt, Lodes, Wood, and Fisher. Nays: None. The motion carried.

A motion was made by Mr. Bailey and seconded by Mr. Lodes to approve entering into a purchase agreement with Apple Computer, Inc. for a total purchase amount of \$591,100.00 to replace devices for staff at the elementary locations. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Bailey, Witt, Lodes, Wood, Fisher, and Madler. Nays: None. The motion carried.

Discussion/Information Items

There will be four elementary schools within the PLCS district that will be the first 2023 Bond construction projects. The elementary schools are Parkview Heights, Hickory Hill, Trumble Park, and Tara Heights. Parkview Heights and Hickory Hill will be the first elementary schools. Mr. Pat Carson, Ms. Jamie Wietfeld, Mr. Greg Stieren, Architects from BCDM, Mr. Matt Russell and Mr. Nate Kastens, Sampson Construction, and Mr. Sean

Yahnke, Boyd Jones and Construction gave the Board an overview of Parkview Heights and Hickory Hill and reviewed the preliminary Guaranteed Maximum Price (GMP) for each project. These projects will be brought to the January 22 meeting for the Board to take action on.

The Series 1000 Board Policies are up for annual review. Recommended changes will be discussed at the January 22 board meeting with possible action at the February 12 meeting. If there are no changes recommended, the Board will acknowledge review of the Series 1000 Board Policies at the January 22 meeting.

The Human Resources and Student Services Demographics report and the Voluntary Separation Update will be given at the January 22, 2024, board meeting.

Board President Madler reviewed the future board calendar. Board President Madler adjourned the meeting at 6:46p.m.

SuAnn Witt, Secretary Papillion La Vista Community School District Board of Education Gndw | Rhhi Signature

Superintendent's Approval_____

Subject: Parkview Heights Construction Project Guaranteed Maximum Price (GMP)

Meeting Date: January 22, 2024

Prior Meeting Discussion Date: January 8, 2024

Department: Business Services

Action Desired: Approval X Discussion Information Only

Background:

Under the Construction Manager At-Risk process, the construction manager participates in the design with the architects and once the design is complete, the Construction Manager At-Risk (CMR) goes out for bids for subcontractors for the project. Once the bids are turned in, the CMR contractor, in this case Boyd Jones, gives the district their Guaranteed Maximum Price for the current scope of the project. The GMP for Parkview Heights is \$7,562,283, which came in within the budget range the architects estimated.

Recommendation:

Responsible Person: Brett Richards

Motion to (1) approve the Guaranteed Maximum Price (GMP) of \$7,562,283 for the Parkview Heights renovation and additions and (2) to delegate authority to and authorize, approve the President of the Board of Education, Superintendent of Schools, Assistant Superintendent of Business Services or a designee for the school district to sign, execute and deliver such construction contract, sign and approve any change orders, retain necessary professionals for assistance, pay the contract price, change order increases, and expenses related to the construction project and site preparation work and take all other action necessary to complete any requirements or obligations under the construction project and contract.

Superintendent's Approval Signature

Subject: Hickory Hills Construction Project Guaranteed Maximum Price (GMP)

Meeting Date: January 22, 2024

Prior Meeting Discussion Date: January 8, 2024

Department: Business Services

Action Desired: Approval X Discussion Information Only

Background:

Under the Construction Manager At-Risk process, the construction manager participates in the design with the architects and once the design is complete, the Construction Manager At-Risk (CMR) goes out for bids for subcontractors for the project. Once the bids are turned in, the CMR contractor, in this case Boyd Jones, gives the district their Guaranteed Maximum Price for the current scope of the project. The GMP for Hickory Hills is \$7,128,560, which came in within the budget range the architects estimated.

Recommendation:

Motion to (1) approve the Guaranteed Maximum Price (GMP) of \$7,128,560 for the Hickory Hills renovation and additions and (2) to delegate authority to and authorize, approve the President of the Board of Education, Superintendent of Schools, Assistant Superintendent of Business Services or a designee for the school district to sign, execute and deliver such construction contract, sign and approve any change orders, retain necessary professionals for assistance, pay the contract price, change order increases, and expenses related to the construction project and site preparation work and take all other action necessary to complete any requirements or obligations under the construction project and contract.

Responsible Person: Brett Richards

(Mdw | Rhhi Signature Superintendent's Approval

Subject: La Vista City Park Field and Titan Field Softball Turf and Stadium Project

Meeting Date: January 22, 2024

Prior Meeting Discussion Date: District Retreats 2022,

Board Meetings May 22, 2023 & June 12, 2023, June 26, 2023, Nov. 28,

2023

Department: Business Services

Action Desired: Approval X Discussion Information Only

Background:

Bids were opened at Papillion La Vista Community Schools, Papillion Nebraska on Thursday, January 18 at 2:00 P.M. for the project designated as baseball field improvements at La Vista City Park Field #2 and PLSHS Softball Field improvements. The general nature of the project is replacement of the natural turf at both fields to artificial turf and other stadium improvements.

Three bids were received for the projects (see attached bid sheet). The low bid was on the low end of the estimate for the project given by the engineers of Lamp Rynearson and architects BCDM. Nemaha, Inc. was the low bidder at a cost of \$1,649,850. Nemaha has completed several projects in the Midwest, including turf fields throughout the metropolitan area. The projects are scheduled to be completed by June 30, 2024. We did add penalties with this project of \$1,500 a day if not completed by this date.

Recommendation:

Motion to (1) approve the lump sum bid of \$1,649,850 and (2) to delegate authority to and authorize, approve the President of the Board of Education, Superintendent of Schools, Assistant Superintendent of Business Services or a designee for the school district to sign, execute and deliver such construction contract, sign and approve any change orders, retain necessary professionals for assistance, pay the contract price, change order increases, and expenses related to the construction project and site preparation work and take all other action necessary to complete any requirements or obligations under the construction project and contract.

Responsible Person: Brett Richards

(Mdw | Rhhi Signature Superintendent's Approval

VIA Email

January 19, 2024

LAMP RYNEARSON

14710 W. Dodge Rd., Ste. 100 Omaha, NE 68154 [P] 402.496.2498 [F] 402.496.2730 LampRynearson.com

Papillion LaVista Community Schools c/o Mr. Brett Richards, Ed.S. Assistant Superintendent of Business Services Papillion LaVista Community Schools 420 S. Washington St. Papillion, NE 68046

REFERENCE: Papillion LaVista Community Schools

Softball Field Improvements Job No. 0123072.01-320

Dear Mr. Richards:

Bids were opened on Thursday, January 18, 2024 for the softball field improvements project at La Vista City Park Field and Papillion-LaVista South High School. Nemaha Sports Construction submitted the low bid of \$1,649,850.00. Enclosed are the tabulation of bids and a copy of the proposal of the low bidder.

The low bidder has previously and successfully completed this type of work for multiple school districts within the metro area and is qualified to complete this project within the required time. We recommend award of the work to Nemaha Sports Construction.

Please inform us if award of the work is to be made, so we can make the necessary arrangements.

Sincerely,

LAMP RYNEARSON

Caleb D. Van Weelden, P.E.

Project Manager

Enclosures

kmp\\omfs\Projects\Engineering\0123072 PLVS HS Baseball and Softball Fields\CONSTRUCTION\BIDPROP PLCS SB- BCDM 240118.docx





1015 North 98th Street, Suite 300 Omaha, NE 68114 January 18, 2024

SOFTBALL FIELD IMPROVEMENTS AT LA VISTA CITY PARK AND PL SOUTH HIGH SCHOOL BID TABULATION - PAPILLION LA VISTA COMMUNITY SCHOOLS

BCDM No. 3456-11

	IOWA SPORTS TURF	MID-AMERICA	NEMAHA
Lump Sum Base Bid	\$2,110,104.55	\$1,868,059.99	\$1,649,850.00
Addenda (1)	Yes	Yes	Yes
Bid Security	Yes	Yes	Yes
Unit Prices:			
Unit Price No. 1: Add removal of unsatisfactory soil and replacement with satisfactory soil material.	¢52 00	\$48.87	\$24.00
Unit Price No. 2: Add chemical subgrade soil stabilization.	\$14.00	\$15.80	\$12.25
Voluntary Substitutions	None	None	None

Condow | Rhli Signature

Responsible Person: Brett Richards

Superintendent's Approval

Superintendent's Approval_

Condow | Rhui

Superintendent's Approval_____