MINUTES OF THE BOARD OF EDUCATION OF DORCHESTER COUNTY September 15, 2022

The minutes reflect the business actions of the Board of Education of Dorchester County taken at its regular, monthly business meeting held on September 15, 2022. To view documents referenced in these minutes, please visit our website www.dcps.kl2.md.us and look for links to the Board.

REGULAR MINUTES

CLOSED SESSION ACTION

On Thursday, September 15, 2022, at 3:30 p.m., at the Dorchester Career and Technology Center, 2465 Cambridge Bypass, Cambridge, Maryland, the Board of Education held a Closed Session meeting to discuss personnel, negotiations, legal matters, and administrative functions.

Present were Board Members: Laura H. Layton, President; Sheri R. Hubbard, Vice President; Michael D. Diaz, LeOtha N. Hull, Susan V. Morgan, and W. David Bromwell, Superintendent. Also, in attendance were Regina Teat, Director of Leadership & School Improvement; Jodi Colman, Director of Curriculum & Assessment; Kirk Howie, Director of Student Services; Mike Collins, Director of Operations; and Rochelle Eisenberg, Attorney.

A motion was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried to go into Closed Session, pursuant to Section 3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss:

- Pursuant to Section 3-305(b)(1) the appointments and assignments of administrative, certificated, and non-certificated employees, transfers, award of tenure, resignations of certificated and noncertificated employees, and promotions of non-certificated employees, and reclassification of a non-certificated employee.
- Pursuant to Section 3-305(b)(8) to consult with counsel regarding the JUUL Litigation, a legal case, and a City Notice of Violation.
- Pursuant to Section 3-305(b)(9) to consider matters relating to bargaining with the DASA, DE-Teachers, and DE-ESP bargaining units.
- Pursuant to Section 3-101(b)(1) to consider matters relating to administrative functions: Air Quality Complaint, CFO position, DCPS Committees, attendance at Closed Sessions.

APPROVAL OF MINUTES

A motion to approve the minutes of the Closed Session of August 18, 2022, was made by Dr. Morgan, seconded by Ms. Hubbard, and unanimously carried.

Personnel, legal, negotiations, and administrative functions were discussed in closed session:

• The Board discussed the appointments and assignments of administrative, certificated, and non-certificated employees, transfers, award of tenure, resignations of certificated and non-

certificated employees, and promotions of non-certificated employees, and reclassification of a non-certificated employee.

- The Board discussed the JUUL Litigation.
- The Board discussed the City Notice of Violation.
- The Board discussed matters relating to bargaining with the DASA, DE- Teachers, and DE-ESP bargaining units.
- The Board discussed matters relating to administrative functions: Air Quality Complaint, CFO position, DCPS Committees, attendance at Closed Sessions.

ADJOURNMENT

There being no further business a motion to adjourn the Closed Session at 4:44 p.m., was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

WORK SESSION

The Dorchester County Board of Education met in Work Session at 5:00 p.m. at the Dorchester Career and Technology Center on Thursday, September 15, 2022. Present were Board Members: Laura H. Layton, President; Sheri R. Hubbard, Vice President; Michael D. Diaz, LeOtha N. Hull, Susan V. Morgan, and W. David Bromwell, Superintendent. Also, in attendance were Regina Teat, Director of Leadership & School Improvement; Jodi Colman, Director of Curriculum & Assessment; Kirk Howie, Director of Student Services; Mike Collins, Director of Operations; and Rochelle Eisenberg, Attorney.

2.0 Work Session

2.01 Capital Improvement Plan (CIP) – Weapons Detection System (WDS)

Dr. Collins presented a PowerPoint on the three options of the CIP:

- o CIP # 1 does not include WDS
- o CIP #2 includes WDS for elementary schools
- o CIP #3 includes WDS and security vestibules for elementary schools

There was discussion regarding installing fencing around the elementary schools. Mr. Diaz stated he was not in favor of fencing. Dr. Morgan felt WDS works well in the high and middle schools, and that vestibules do slow people down from entering schools. Mr. Diaz stated that the elementary schools need WDS even if there are no security vestibules. He clarified that DCPS cannot put off getting WDS while waiting for the security vestibules to be installed, and staff will need to adjust.

The Board questioned the regional schools in the Cambridge and North Dorchester Area that were in the CIP, and Mr. Bromwell explained that was for a feasibility study. They asked that a timeline for this process be shared with the community.

2.02 DCPS Committees

Mr. Bromwell shared that certain Board members have requested a list of DCPS Committees, and he would like clarification of what specifically they are requesting. Mr. Diaz stated they would like DCPS internally generate committees that were implemented for the purpose to affect change in the system. He would like included who participates, when they meet, and if they follow policy.

2.03 Data Request

Mr. Bromwell confirmed, at the Board Retreat in July, the Board requested to receive discipline, attendance, and TSP data monthly; and iReady and Lexia data bi-monthly. The Board agreed and accepted the data template that was presented.

2.04 Get to Know Your Board Members - Meet & Greet

After significant discussion regarding participation in the Dorchester Showcase and the Hurlock Fall Festival it was determined that the Board would not participate. Other venues for "Get to Know your Board Members" were discussed for the future.

The work session was adjourned at 5:50 p.m.

REGULAR SESSION

The Regular Session of the Board of Education convened on September 15, 2022, at 6:00 p.m., at the Dorchester Career and Technology Center, 2465 Cambridge Bypass, Cambridge, Maryland.

Present at the meeting were Board Members: Laura H. Layton, President; Sheri R. Hubbard, Vice President; Michael D. Diaz, LeOtha N. Hull, Susan V. Morgan, and W. David Bromwell, Superintendent. Also, in attendance were Regina Teat, Director of Leadership & School Improvement; Jodi Colman, Director of Curriculum & Assessment; Kirk Howie, Director of Student Services; Mike Collins, Director of Operations; Rochelle Eisenberg, Attorney; Rip Cornish, Student Board Member from Cambridge-South Dorchester High School; Avlynn Bennett, Student Board Member from North Dorchester High School; and Katelyn Masden, Student Board Member from Dorchester Career and Technology Center. [Student Representatives participate in the regular session; however, all student comments are unofficial and non-binding in accordance with Board Policy.]

3.0 Regular Session

3.01 Pledge of Allegiance

3.02 Approval of the Regular Session Agenda for September 15, 2022

A motion to approve the Regular Session Agenda for September 15, 2022, was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

3.03 Calendar

Mr. Bromwell reviewed upcoming dates and events.

3.04 Comments from the Student Board Representatives

Rip Cornish, Student Board Representative for C-SDHS presented a PowerPoint and reported:

- C-SD picture day was held.
- C-SD had their first Pep Rally of the year.
- Fall sports have begun Soccer, Football, Golf, Unified Tennis, and Cross Country.
- Next Generation Scholars visited Goucher College.
- C-SD held their Cross Country Rumble in The Jungle.
- Day of Resilience Harriet Tubman Statue Unveiling was held on September 10.
- Upcoming college visits Christopher Newport, Salisbury University, McDaniel College, Stevenson University, and St. Mary's College.
- Upcoming events Virtual Learning Day, FAFSA Night, AVID College Fair, National Honor Society Induction Ceremony, Term 1 Interims, Parent Teacher Conferences, and End of Term 1.

Avlynn Bennett, Student Board Representative for NDHS presented a PowerPoint and reported:

- Open house and Freshman Orientation were held.
- Underclassman Picture Day.
- Laptops were distributed along with DCPS Backpacks.
- NDHS Goes Purple for Substance Abuse Awareness.
- NDHS and C-SDHS Cheerleaders performed for the DCPS Back-to-School Event.
- Boys Cross Country won the Eagle Trophy in the scrimmage with C-SD, with new coach Jeffrey Condon.
- Soccer season has begun.
- SGA had their first meeting of the year and planned their first fall fest and future events.
- National Honor Society Seniors wrote thank you cards to all ND staff.

- NDHS welcomes two new Clubs Chess Club, ND Newspaper.
- Prom Committee has met.
- Seniors had their initial class meeting and have a Senior Board with important information and a Class of 2023 Instagram page.
- Senior Class Officers are President, Adrian Todd; Vice President, Jaloni Watson; Secretary, Avlynn Bennett; Treasurer, Ali Todd; and Spirit Chair, Jasmine Beasley.
- AVID students have created their own binders. Teachers are planning field trips and guest speakers to create an authentic AVID experience.
- NDHS Senior Miranda Crist was the winner of the Above and Beyond Award.
- Junior Class President is Fatima Kaleem, and Sophomore Class President is Sydney Santos.
- Avlynn Bennett attended the MABE Student Board Representative meeting.
- Welcome to Renee Warfield ND's new Vice Principal and all the new teachers.
- NDHS Bubba of the Week winners Diana Creighton, Ami Parks, Tyneika Young, Courtney Mariner, Trey Mills, John Prekrel, and Amanda Mueller.
- Upcoming events Virtual Half-Day, fall play auditions, Interim Reports, PBIS Fall Festival

Katelyn Masden, Student Board Representative for DCTC presented a PowerPoint and reported:

- New principal, Ms. Ashley Robinson, held a Town Hall Meeting and presented the
 expectations and procedures for DCTC and the implementation of PBIS for the 22-23
 school year.
- John Kerr spoke to the senior Cosmetology students and explained the process of sheer sharpening and the necessity of regular servicing. Cosmetology juniors got hands on experience washing clients' hair.
- TAM students are setting up the classroom to begin partnering with Maple's Judy Center.
- The Dorchester County Health Department partnered with Ms. Farmer's Medical Services students to create Corsi Cubes as a community service activity to aid in ongoing mitigation of COVID-19.
- PLTW Biomed students completed an ELISA lab, an experience that many students do not have until college.

- A SkillsUSA Kickoff event was held for students to learn about and encouraged to join the DCTC SkillsUSA Chapter. Chef Zinnel, Mrs. Budd, and Katelyn Masden presented on the benefits of Skills including framework, competitions, leadership trainings, and more.
- DCPS is in a partnership with the Easton High School NJROTC program. DCPS has seven students enrolled. Some of these students are also enrolled in other afternoon DCTC programs.

3.05 Comments from the Public

Corey McFarlane, VES parent, expressed her concerns about mold and other dangerous materials at VES. She understands that DCPS is aware of these issues and are taking measures to ensure the health and safety of the students and faculty. She asked that this be top priority and fully addressed. She asked that the Board be transparent and share results with the public. She stressed that all avenues need to be addressed.

Under the suggestion of counsel, Mr. Bromwell thanked Ms. McFarland and explained that DCPS is reviewing all the investigative practices and is having an independent air quality consultant come in and evaluate VES. He stated that when all results are received, he will be sharing with the parents and the Vienna Town Council.

Myche' Smith, employee of New Beginning and Youth and Family Services, expressed her concern for the transportation safety of her neighborhood students to and from MLMS. She realizes there have recently been incidents on the bus. She is concerned for the safety of the students who would have to walk to MLMS with all the crime that has happened in the past year. She is aware of the severity of the things going on in her neighborhood, but there are students who are trying hard to get their education. She feels the bus driver needs extra assistance and would like to recommend having bus aides on the buses and she would like to volunteer.

Jacqueline Johnson, parent, thanked Dr. Collins for arranging transportation for the MLMS walkers. She stated that these children aren't appreciative of having the bus. She stated that her child was in a fight on the bus today. She feels extra monitors are needed to help the bus driver.

The following comment was received electronically prior to the Board meeting:

Dr. Theresa Stafford, community member, expressed her concern over the following issues: number of long-term substitutes, the quality of education that the students are receiving, need for continued recruitment, need to pair a certificated teacher with a long-term substitute, need for ongoing professional development, retention of long-term substitutes, attendance issues - too many students not in school, virtual learning only for students who are deemed by a doctor medically unable to attend, have law enforcement accompany PPWs to home visits of most chronic cases, computer use vs direct instruction, PD on how to effectively integrate computers as a resource in the classroom.

Pam Travers, Mayor, Town of Vienna, expressed concern regarding the health and safety of the students at VES regarding the mold and other dangerous materials. They asked that they be kept apprised of the DCPS findings.

3.06 Instructional Update – iReady Mathematics Presentation, Ms. Brittney Baker, Supervisor of Mathematics

Ms. Brittney Baker, Supervisor of Mathematics, presented a PowerPoint on iReady Mathematics program.

4..0 Recognitions

4.01 Recognition of Donation by Teena Gorrow to Dorchester County Public Schools

Dr. Jodi Colman, Director of Curriculum & Assessment, recognized Dr. Teena Gorrow for donating 14 sets of books - Inside a Bald Eagles Nest, Inside an Osprey's Nest, and Mrs. President and The First Lady: The DC Eagle Cam Project, which she has co-authored with Craig Koppie, a raptor biologist with the U.S. Fish & Wildlife Service. The books are donated in memory of her parents and sister to DCPS for our students to enjoy. Dr. Gorrow is the daughter of the late Paul and Ellen Ruark, and sister of the late Paula Ruark Gibb. Her mother, Ellen Ruark served as a Dorchester County teacher and administrator until her retirement in 1976. Her sister, Paula Ruark Gibb, was also a career teacher and administrator with Dorchester Schools. Dr. Gorrow is a retired Salisbury University professor, having served as an educator on Maryland's Eastern Shore for 35 years.

4.02 Recognition of Jessica Suggs, Media Specialist and PLTW Teacher at South Dorchester School

Ms. Anna Howie, Supervisor of Career and Technology Education, stated that this summer, Jessica Suggs presented a poster at the national Computer Science Teachers Association (CSTA) conference in collaboration with two other Maryland educators and Elissa Hozore from MSDE. They had worked on a skills progression for K-5 computer science throughout the year, and the poster was a presentation of that work. The poster was well received at the conference, and many participants took the time to create a copy of the document. Ms. Suggs was a truly invaluable member of the team, and her artistic talents were very much appreciated and on display. Ms. Howie presented Ms. Suggs with a Certificate of Recognition on behalf of the Board of Education of Dorchester County.

5.0 Consent Agenda

A motion to approve the amended Consent Agenda for September 15, 2022, was made by Ms. Hubbard seconded by Mr. Hull, and unanimously carried.

5.01 Personnel Items for September 15, 2022 – approved by Consent Agenda.

A. Appointments – Certificated (Action Item)

Jeffrey Ex. Special Education Teacher

Choptank Elementary School Effective: September 19, 2022

Samuel Lupean, History Teacher North Dorchester High School Effective: August 29, 2022

Brittany Taylor, School Social Worker

Mace's Lane Middle School Effective: September 19, 2022

David Walton, Health Teacher Choptank Elementary School Effective: September 19, 2022

Terry Wernick, ESOL Teacher

Maple Elementary School Effective: September 6, 2022

5.02 Approval of Minutes – Regular Session Minutes of August 18, 2022 – Approved by Consent Agenda.

5.03 Additional Grants Acceptance

Approved to include the MSDE grants, totaling \$368,630.00 in the FY 2022 Operating Budget:

- MSDE grant for \$330,000.00 for the MES Judy Center.
- MSDE grant for \$38,630.00 for the Digital Learning Framework.

5.04 Award of Bus Contract – Emergency Approval

Awarded the bus contract for the C-SDHS, MLMS, and SHE route to Troy Cephas.

6.0 Items for Board Action

6.01 Payment for ESMEC Blended Virtual Program

Motion to approve payment for the ESMEC Blended Virtual Program for SY 22-23 in the amount of \$58,000.00 contingent upon the review of the updated MOA by the superintendent was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

6.02 Cambridge Police Department MOU

Motion to approve the Cambridge Police Department MOU in the amount of \$44,000.00 for SRO services for Mace's Lane Middle School was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

6.03 Selection of ESME Health Insurance Alliance Trustee for Dorchester County Board of Education

Motion to approve the selection of Ms. Beth Wilson as Trustee on the ESMEC Health Insurance Alliance, representing the Dorchester County Board of Education, replacing Tim Brooke was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

6.04 2023 Comprehensive Maintenance Plan (CMP)

Motion to approve the 2023 *Comprehensive Maintenance Plan* for submission to the Public School Construction Program was made by Mr. Diaz, seconded by Dr. Morgan, and unanimously carried.

6.05 FY 2024 Update – Capital Improvement Plan (CIP)

A motion to approve the FY 2024 update to the *Capital Improvement Plan* with WDS and vestibules; with the understanding that the procurement of the WDS shall occur before procurement of the vestibule, for Board of Education budget support and presentation to the County Council and Public School Construction Program was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

6.06 Installation (labor) Contract for Replacement of the Roof System at Maple Elementary School (MES)

Motion to award the installation for the Maple Elementary School (MES) roof replacement contract to Flynn Mid-Atlantic, Inc. of Linthicum, MD, in the amount of \$1,930,000.00 for the installation of labor of the base bid cold applied system and roof deck unit costs contingent upon budget approval was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

6.07 Material Contract for Replacement of the Roof System at Maple Elementary School (MES)

Motion to award the material for Maple Elementary School (MES) roof replacement contract to the Garland Company of Cleveland, OH, in the amount of \$870,000.00 was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

6.08 First Read – Review of BOE Policy 422.02 Students: High School Program; High School Graduation Requirements

Motion to accept the first Read of BOE Policy 422.01 Students: High School Program; High School Graduation Requirements made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

6.09 First Read – Review of BOE Policy 450.01 Students: Student Conduct/Discipline; Student Behavior Interventions

Motion to accept the first read of BOE Policy 450.01 Students: Student Conduct/ Discipline; Student Behavior Interventions made by Ms. Hubbard, seconded by Mr. Diaz, and unanimously carried.

7.0 Items for Information

7.01 Hurlock Police Department MOU

Mr. Kirk Howie, Director of Student Services, presented the Memorandum of Understanding (MOU) with the Hurlock Police Department.

7.02 Community Behavioral Health MOU

Mr. Kirk Howie, Director of Student Services, presented the Memorandum of Understanding (MOU) with Community Behavioral Health.

7.03 Life Energy Wellness Center, Inc. MOU

Mr. Kirk Howie, Director of Student Services, presented the Memorandum of Understanding (MOU) with Life Energy Wellness Center, Inc.

7.04 Creative Space Child Therapy MOU

Mr. Kirk Howie, Director of Student Services, presented the Memorandum of Understanding (MOU) with Creative Space Child Therapy.

7.05 Appropriations and Expenditures Report

Presented by Dr. Michael Collins, Director of Operations

7.06 Capital Projects Reports

Presented by Dr. Michael Collins, Director of Operations

8.0 Other Business

8.01 Board Comments

• Susan Morgan shared a quote from Nelson Mandela, Education is the most powerful weapon which you can use to change the world. She agreed that education truly is the most powerful weapon we have that we can make available to our children. That is what our schools are charged with doing. The question then becomes, how do we help students learn? A wonderful quote, generally attributed to Benjamin Franklin, says: Tell me and I forget, teach me and I remember, involve me and I learn. So much is discussed at a Board Meeting that sometimes it seems that education gets lost. But I will assure you that I am constantly requesting information to make sure that students in our system are learning.

- LeOtha Hull stated that he is looking forward to a successful and safe school year for our students. He is happy to see the Student Board Representatives back this year and he always looks forward to hear what is going on in their schools. As he says there is strength in unity if you work together, you can accomplish a lot.
- Mike Diaz thanked and commended the Student Board Representatives on their
 presentations. He and Superintendent Bromwell visited schools and it was great seeing all
 the students. He stated that WDS in all schools is paramount for school safety, and he is
 pleased that it was approved to move forward.
- Sheri Hubbard was appreciative to hear from our stakeholders, saying it helps keep the Board ground and aware of what the community wants and what we need to focus on for our schools and our students, who are our most important assets. She commended the Student Board Representatives on their presentations, and thanked Dr. Gorrow for her donation of 14 sets of books in memory of her parents and sister.
- Laura Layton shared that she, Ms. Hubbard, and Mr. Bromwell have resumed their
 monthly County/BOE Meetings. She thanked Simmons Center Market for their donation
 of wipes and hand sanitizers to DCPS. Ms. Layton stated that the Board will work on
 dates for Meet and Greet sessions for the future. She thanked Dr. Gorrow for her very
 generous donations to DCPS.

8.02 Announcements from the Superintendent

Mr. Bromwell thanked those in attendance and those who tried to view our livestreamed event. He apologized to those who attempted to watch live. There appears to have been a fiber line cut earlier in the day and Bay Country Communications is working expeditiously to fix it.

- He thanked the Maryland State Board of Education member, Lori Morrow, for visiting with us this evening.
- He was glad to see the Student Board of Education representatives back giving school updates, very nice job this evening students.
- He thanked the public speakers for their public comments.
- Thank you, to those who attended our open public Work Session as the BOE members maybe doing more of these in the months to come so our public can hear about programs or BOE insight on school system subject matter.
- Thanks to Ms. Baker for her math presentation this evening.
- Congratulations to those who were recognized this evening Dr. Teena Gorrow and Ms. Jessica Suggs. Thank you for your contributions to education.
- Thanks to all DCPS employees, parents, and students who began our school year with an abundance of optimism and positive thoughts.

- Congratulations to Alpha Genesis and Ms. Holmes for the Harriet Tubman dedication program this past weekend. It was wonderful, especially with our DCPS students and staff involved in the festivities.
- He continues to ask the community to ask questions of candidates and incumbents with our elections coming up in November for all levels of government. Ask them their thoughts on DCPS, their thoughts on the DCPS budget, their thoughts on student learning, and their thoughts on school safety as these topics are going to be center front this coming school year.
- As he has stated before, he has his plan to proceed with our countywide DCPS Strategic Plan. He had his first planning meeting with our moderator Mr. Chris Wheedleton. Mr. Wheedleton will be presiding over scheduled meetings throughout the county in the upcoming months for your input.
- DCPS has spent significant time with our bus routes and walking territories. Dr. Collins
 and Mr. Bromwell will be riding busses in the very near future throughout the county to
 meet and greet families and our students. This begins next week.
- Parents, please continue to communicate with your child's home school on any issues you may be having - communication is key to student success.
- At Dorchester County Public Schools, our goal is to create a welcoming, safe, and
 focused learning environment for students, and the best possible conditions for staff to
 support students. Student cell phone use at school has been identified by our school
 improvement teams and discipline committees as a tremendous detriment to meeting that
 goal. The constant distraction caused by cell phone alerts and messaging interrupt our
 students' ability to focus, which creates a negative impact on school culture and learning.
- At this time last month, he stated very detailed actions involving cell phone use. Already, this week, we have had a negative social media issue generated by a cell phone. Parents, please monitor your child and their cell phone use. Any threats initiated by a student will result in possible extreme consequences while following our DCPS due process and student code of conduct. Please be aware that DCPS has the right to use law enforcement as well in such matters.
- We understand this focus is a change from years past and will be a challenge for many students. We are asking for the support of families in helping us to create an environment where students are able to focus on meaningful work, collaborative relationships, and creative thinking and where our staff are able to focus on our students' learning.
- This evening you heard public comment about our shortage of certificated staff. We are no different than other counties within the state of Maryland and across the country. Baltimore County presently has 400 certificated openings and Prince Georges has 300+certificated openings, the private school affiliate in Baltimore of the Arch Diocese is 100+teachers short. Our 19 certificated teacher shortage is high for us, and we are working in a myriad of ways to address it within our buildings while still giving supports to our non-tenured teachers and young staff.

- Recently, concerns were brought to our attention about possible mold in a school building. We immediately took action and followed our operations protocols involving investigating the concern and next steps if needed. Please remember, all of our schools' air filtration systems are changed periodically according to their maintenance schedule.
- Please support our schools extracurriculars as they are in full fall swing at this time.
 Whether band, chorus, athletic teams, it doesn't matter, please come, and support our students and staff.
- He continues to encourage all of our families to complete the Free and Reduced meals forms. This can aid your student in the college application process down the road.
- October 19, 2022 will be National Unity Day and DCPS will be recognizing this event
 with districtwide participation. Orange will be the color for staff and students to wear in
 recognition of the day. This day is designed around awareness of bullying and being kind
 to all with inclusion of all.

Thank you and stay safe.

9.0 Adjournment

9.01 Adjourn

There being no further business, a motion to adjourn the regular meeting at 7:46 p.m., was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

Respectfully submitted

W. David Bromwell

Secretary