

## **REGULAR MEETING – August 13, 2007**

The Invocation was offered by Cindy Frakes; the Pledge of Allegiance was led by Howard Hill.

The School Board of Okaloosa County met in Regular Session on August 13, 2007 in the School District Administration Building, 120 Lowery Place, SE, Fort Walton Beach, Florida.

**PRESENT:** Cathy Thigpen, Chairman  
Chuck Kelley, Vice-Chairman  
Cindy Frakes  
Howard Hill  
Rodney Walker

Alexis Tibbetts, Superintendent  
C. Jeffrey McInnis, Esq., Attorney to the Board

The Chairman called the meeting to order at 6:00 p.m. and welcomed visitors and presenters.

### **APPROVAL OF AGENDA:**

Motion to approve the Agenda as amended was made by Mr. Kelley, seconded by Mr. Walker and carried unanimously.

Consent Agenda: Moved from Consent #11 to Committee and Staff Reports #6, Report of Significant Findings and Financial Trends in Audits of District School Boards for the Fiscal Year ended June 30, 2006; added as item #35C, School Food Service Agreement with Tall Pines Academy; added as item #35D, School Food Service Agreement with Emerald Coast Marine Institute; added as item #37, Appropriation of District 5 School Board Member Capital Outlay Funds to OCSD/UWF Common Campus in the amount of \$11,280.05; added as item #38, Appropriation of District 2 School Board Member Capital Outlay Funds to Northwest Florida Ballet Academie in the amount of \$8,750; added as item #39, Recommendation to change the name of Cherokee and Oak Hill Elementary Schools to Eglin Elementary and have a Cherokee Campus and an Oak Hill Campus.

Discussion Agenda: Added as item #3, Addendum to Agreement for the Purchase and Sale of Real Property with D. R. Horton, Inc.

Construction Program/Owner's Representative's Agenda: Added as item #3, Modification #4 to Task Order No. 17 – GMP for the Pryor Middle School Phase 2 Front Façade/Entry Renovation in the amount of \$861,311.00.

### **VISITORS:**

1. Beth Holmes, Retired Principal of Edwins Elementary School was unable to attend the meeting.
2. Sheila Young, Retired Program Director of Staff Development, was presented with a cobalt crystal vase from the District in recognition of her retirement and in appreciation of her dedication and service to the Okaloosa County School District.
3. The Board recognized Toni Bevino, Department of Juvenile Justice Teacher of the Year for the State of Florida.
4. The Board recognized Gulf Coast Youth Academy, one of two DJJ Facilities in the State of Florida to receive Adequate Yearly Progress.

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### **PUBLIC HEARING**

The Chairman recessed the Regular Meeting and called to order the Public Hearing at 6:25 p.m.

Chairman Thigpen called for public comment on the Purchase Contract between the School Board of Okaloosa County and J. LaDon Dewrell and Charles W. Clary for a parcel of land located in Baker, Florida, containing approximately 28 acres; there was none.

Mr. McInnis explained that as required by the Statute, the Phase 1 environmental assessment has been completed with no recommendation for further testing. An environmental wetlands assessment has been performed which defined approximately 2 acres of wetlands. Two appraisals have been completed which were based upon per acre prices. The average total of the two appraisals is \$927,040, or \$32,990 per acre. The due diligence process is completed. The roadways that were previously platted as public roadways have been vacated by the County Commission. The boundary survey is the only item to be completed and will be received prior to closing the transaction. There may be slight adjustments in the legal description once the survey is received; however, the transaction will close in accordance with the survey.

Mr. Hill noted that the advantage of the location of the property is that it is contiguous to the current Baker School campus. Mr. Kelley clarified that the property was not appraised last year at \$144,000, but rather it was assessed at \$144,000, and the purchase price is at market value as obtained by the two appraisals that have been completed.

Motion to approve the Purchase Contract between the School Board of Okaloosa County and J. LaDon Dewrell and Charles W. Clary for a parcel of land located in Baker, Florida, containing approximately 28 acres, in the amount of \$950,000.00, was made by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-646).

The Chairman stated that the proposed New School Board Policy 4-42, Head Lice, was being presented for consideration.

The Chairman called for public comment.

Kaye McKinley explained that the proposed policy states that when a student has been identified with head lice, the parents or guardians will be called to transport the student home. The student will be allowed to return to school once the school has been provided with documentation that head lice have been treated. The student will be checked again in seven (7) school days to verify that he/she is still free of lice and live nits. A DVD has been provided by the Health Department to educate the students and parents on how to treat head lice at home.

Shawna Crist addressed the Board as a concerned parent who has treated head lice and has researched the effects of treatment. She related her concerns in regard to repeated treatment for head lice, noting that repeated exposure to the pesticides that are included in the treatment puts children at risk. Emphasis was given in regard to the importance of educating students and parents on the prevention of continuing infestations. She shared information from her research and conveyed measures that can be taken to lessen the exposure to students and would provide a healthy learning environment.

Mr. Walker asked that Dr. Chapman, from the Health Department, explain the type of treatment recommended. Dr. Chapman stated that currently the pesticides are the only known treatment; however, there is research on alternative treatments, and that

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treatments in other countries are being considered but they are not FDA approved. She stressed that educating the children and parents of appropriate treatment and prevention is the key issue, and that the Health Department provides educational information to parents.

Mr. Hill recommended that a link to the educational DVD be added to the District web site. Dr. Tibbetts stated that videos will periodically be shown on closed circuit T.V. in the schools in an effort to educate the students on prevention and treatment.

Motion to approve New School Board Policy 4-42, Head Lice, as recommended by the Superintendent was made by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-593).

The Chairman concluded the Public Hearing and reconvened the Regular Meeting at 7:00 p.m.

**PUBLIC DISCUSSION:** No Request

### **PERSONNEL APPOINTMENTS:**

1. The recommendation of the Superintendent for the appointment of Mary Wade as Food Service Manager, Bruner Middle School, was approved on a motion by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-594).
2. Motion to approve the recommendation of the Superintendent for the appointment of Bobby Belcher to the position of Supervisor, Health / Safety / Fire/Life Safety Inspector was made by Mr. Hill, seconded by Mr. Kelley and carried unanimously (Exhibit 07-595).

### **COMMITTEE AND STAFF REPORTS:** (Workshop Only)

1. In-County Travel paid for the period of June 30 - July 23, 2007, presented by Rita Scallan (Exhibit 07-596)
2. Out-of-County Travel paid for the period of June 30 - July 23, 2007, presented by Rita Scallan (Exhibit 07-597)
3. Crisis Checklist, presented by Jerry Sansom (Information Only) (Exhibit 07-598)
4. Guidance Counselor Handbook, presented by Jenny Calderone (Information Only) (Exhibit 07-599)
5. FCAT Results 2006-2007, presented by Guyla Hendricks (Exhibit 07-600)
6. Report of Significant Findings and Financial Trends in Audits of District School Boards for the Fiscal Year ended June 30, 2006, presented by Rita Scallan (Exhibit 07-601)

### **CONSENT AGENDA:**

Mr. Walker updated the Board members regarding the recommendation for the name change of Cherokee and Oak Hill Elementary Schools to Eglin Elementary with a Cherokee Campus and an Oak Hill Campus. He stated that Dr. Combs has made an outstanding effort in coordinating public meetings and surveys, and provided ample opportunity for the public to participate. Results of public input show the majority in favor of the name change to Eglin Elementary.

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Motion to approve the Consent Agenda as amended was made by Mr. Hill, seconded by Mr. Kelley and carried unanimously.

1. Minutes of Regular Meeting of July 23, 2007; Minutes of Special Meeting of July 25, 2007; and Minutes of Special Meeting of July 30, 2007, recommended by the Superintendent for approval.
2. Appropriation of District 5 School Board Member Capital Outlay funds to Niceville High School CHOICE IT Program for camera equipment in the amount of \$6750, presented by Howard Hill and recommended by the Superintendent for approval (Exhibit 07-602).
3. Payment of Invoices dated August 13, 2007, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-603).
4. Warrants in the amount of \$8,812,642.30, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-604).
5. Acceptance of Donations, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-605).
6. Request to accept donation of 1996 Honda 4-wheeler from the Okaloosa County Sheriff's Department to the Crestview High School CSI Lab, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-606).
7. Request to accept donation of a scoreboard from Davis & Adams Consulting Services to Crestview High School in the amount of \$159,887.93, presented by Ed Coleman and recommended by the Superintendent for approval (Exhibit 07-607).
8. Budget Amendment #10, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-608).
9. Monthly Financial Statement for June 2007, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-609).
10. Charter School Capital Outlay Plans for 2007-2008, presented by Rita Scallan and recommended by the Superintendent for approval:
  - A. Okaloosa Academy, Inc. (Exhibit 07-610)
  - B. Liza Jackson Preparatory School (Exhibit 07-611)
  - C. OWC Collegiate High School (Exhibit 07-612)
11. Moved to Committee and Staff Reports #6 - Report of Significant Findings and Financial Trends in Audits of District School Boards for the Fiscal Year ended June 30, 2006, presented by Rita Scallan and recommended by the Superintendent for approval.
12. Request to close the Internal Funds checking account for Crestview Vocational School at Vanguard Bank effective August 14, 2007, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-613).
13. Request to close the Internal Funds checking account for Oak Hill Elementary School at Vanguard Bank effective August 14, 2007, presented by Rita Scallan and recommended by the Superintendent for approval (Exhibit 07-614).
14. Okaloosa County School Facilities Inspection Reports for 2006-2007 to be submitted to the State Fire Marshall, presented by Dr. Bill Smith and recommended by the Superintendent for approval (Exhibit 07-615).

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15. Bus Routes for the 2007-2008 school year, presented by Jay McInnis and recommended by the Superintendent for approval (Exhibit 07-616).
16. School take-in and dismissal times for the 2007-2008 school year, presented by Rodney Nobles and recommended by the Superintendent for approval (Exhibit 07-617).
17. Community Education Class Fees for 2007-2008, presented by J. J. Steele and recommended by the Superintendent for approval (Exhibit 07-618).
18. Motor Vehicle Lease Agreements between the School Board of Okaloosa County and Hampton Automotive Group, Inc., for driver's education vehicles for Fort Walton Beach High School and Choctawhatchee High School, presented by Charlene Couvillon and Cindy Massarelli and recommended by the Superintendent for approval (Exhibit 07-619).
19. Request for course adoption, German-Elementary, for Liza Jackson Preparatory School, presented by Kaye McKinley and recommended by the Superintendent for approval (Exhibit 07-620).
20. Request for course adoption, Television Production 1, 2, 3, 4, and 5, for CHOICE IT Institutes at Niceville High School and Crestview High School, presented by Kaye McKinley and recommended by the Superintendent for approval (Exhibit 07-621).
21. Contract between the School Board of Okaloosa County and the YMCA of Florida's Emerald Coast for a before and after school and/or summer camp at Edwins Elementary School, presented by Dr. Connie Hall and recommended by the Superintendent for approval (Exhibit 07-622).
22. Agreement of Clinical and Field-Based Experiences between the School Board of Okaloosa County and the University of West Florida, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 07-623).
23. Cooperative Service Agreement between the School Board of Okaloosa County and the Regional Multidisciplinary Evaluation and Consulting Center of Florida State University for evaluations and follow-up services for ESE students, presented by Lois Handzo and recommended by the Superintendent for approval (Exhibit 07-624).
24. Grant Agreement between the School Board of Okaloosa County and the Early Learning Coalition of Okaloosa and Walton Counties to provide services at the Florida First Start sites, presented by Vivian Green and recommended by the Superintendent for approval (Exhibit 07-625).
25. District Improvement, Assistance, and Intervention Plan for 2007-2008, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 07-626).
26. Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students (SP&P), presented by Lois Handzo and recommended by the Superintendent for approval (Exhibit 07-627).
27. Comprehensive Dropout Prevention Plan, presented by Lois Handzo and recommended by the Superintendent for approval (Exhibit 07-628).

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28. Pupil Progression Plan 2007-2008, presented by Guyla Hendricks and recommended by the Superintendent for approval (Exhibit 07-629).
29. Administrator Evaluation Instrument (AEI) 2007-2012, presented by Janie Varner and recommended by the Superintendent for approval (Exhibit 07-630).
30. User Agreement for Non-Criminal Justice Purposes between the School Board of Okaloosa County and the Florida Department of Law Enforcement for criminal history record check, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 07-631).
31. Personnel Recommendations, presented by Mike Foxworthy and recommended by the Superintendent for approval:
  - A. New Hire Report (Exhibit 07-632)
  - B. Leave Requests (Exhibit 07-633)
  - C. Transfer Report (No Report)
32. Employment Separations, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 07-634).
33. Reinstatement of Sick Leave due to line-of-duty illness/injury/medical examination, presented by Mike Foxworthy and recommended by the Superintendent for approval (Exhibit 07-635):
  - A. Eugene McGowan, Transportation, 26 hours
  - B. Sarah Turner, Food Service, 60 hours
34. Zoning Waivers, presented by Deputy Superintendents and recommended by the Superintendent for approval (Exhibit 07-636; see Zoning Waiver file).
35. School Food Service Agreements with Charter Schools, presented by Rick Norris and recommended by the Superintendent for approval:
  - A. Okaloosa Academy, Inc. (Exhibit 07-637)
  - B. Liza Jackson Preparatory School, Inc. (Exhibit 07-638)
  - C. Tall Pines Academy (Exhibit 07-639)
  - D. Emerald Coast Marine Institute (Exhibit 07-640)
36. Bids and Purchasing, presented by Rick Norris and recommended by the Superintendent for approval (Exhibit 07-641; see bid file for additional information):
  - A. Approval of Bids and Purchasing Requests:
    - (1) RFB 07-B10 Janitorial Supplies, awarded to Crest Supply, Interboro Packaging Corporation, Supreme Paper Supplier, Unipak Corporation, Fixed Prices
    - (2) RFB 07-B11 Janitorial Chemicals, awarded to Algonquin Products Company, Crest Supply, Superior Sales & Service, Supreme Paper Supplier, Fixed Prices
    - (3) Tag-on-Bid #07-39 Milk/Milk Products, awarded to Dairy Fresh, Fixed Prices
    - (4) Tag-on-Bid #05-480-031 Catalog Discounts, multiple award, Fixed Prices
    - (5) Tag-on-Bid RFP 07-06 Multi-Functional Copiers, multiple award, Fixed Prices

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- (6) Tag-on-Bid SWC-636GH Opportunity and Special Buy Food Products and Supplies, multiple award, Fixed Prices
- (7) Overstreet Equipment Sales, Inc., Sole Source, Water Source Heat Pump Rooftop Units for Baker School - \$31,875
- (8) eSchool Solutions, Inc., Sole Source for SmartFind Express Software, Human Resources - \$30,461.92
- (9) Educational Options, Inc., Sole Source for NOVEL/STARS Annual Subscription Renewal, Curriculum and Instruction - \$72,500

B. Rejection of Bids and Purchasing Requests: None

C. Service Agreements:

- (1) SA# 8-50 AmeriCorps, Revised List of Participating Schools - \$99,400
- (2) SA# 8-60 The PR Girl, Inc., Sports Programs for Meigs Middle School - \$2900
- (3) SA# 8-65 Gail Nelson, Storyteller/Creative Dramatics Classes, Kenwood Elementary School - \$9000
- (4) SA# 8-66 C.A. Whidden, Staff Arranger, Choctawhatchee High School - \$7000
- (5) SA# 8-73 Tom Fitzpatrick, Beginning Band Instruction, Ruckel Middle School - \$5850
- (6) SA# 8-74 Dee Dee Watson, Choreographer, Pryor Middle School - \$3100
- (7) SA# 8-77 Gail Nelson, Storyteller/Creative Dramatics Classes, Florosa Elementary School - \$9000
- (8) SA# 8-82 Olive Baptist Church, Use of Facilities, Blended School - \$20,460
- (9) SA# 8-83 Gulf Coast Zoological Society, Use of Facilities, Blended School - \$22,800
- (10) SA# 8-84 University of Florida's Camp Timpoochee, Use of Facilities, Blended School - \$9880
- (11) SA# 8-85 Central Baptist Church, Use of Facilities, Blended School - \$9880
- (12) SA# 8-86 Florida's Gulfarium, Use of Facilities, Blended School - \$24,890

37. Appropriation of District 1 School Board Member Capital Outlay Funds to OCSD/UWF Common Campus for flooring and renovations in the amount of \$11,280.05, presented by Cindy Frakes and recommended by the Superintendent for approval (Exhibit 07-642).

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38. Appropriation of District 2 School Board Member Capital Outlay Funds to Northwest Florida Ballet Academie for classroom equipment in the amount of \$8750, presented by Chuck Kelley and recommended by the Superintendent for approval (Exhibit 07-643).
39. Recommendation to change the name of Cherokee and Oak Hill Elementary Schools to Eglin Elementary and have a Cherokee Campus and an Oak Hill Campus, presented by Rodney Walker and recommended by the Superintendent for approval (Exhibit 07-644).

### **DISCUSSION AGENDA:**

1. Consideration of School Performance Plan Requests, Responses and Updates, presented by Deputy Superintendents and recommended by the Superintendent for approval:
  - A. Motion to approve the School Performance Plans for 2007-2008 was made by Mr. Hill, seconded by Mr. Walker and carried unanimously (Exhibit 07-645).
2. Approval of a Purchase Contract between the School Board of Okaloosa County and J. LaDon Dewrell and Charles W. Clary for a parcel of land located in Baker, Florida, containing approximately 28 acres, presented by Jeff McInnis and recommended by the Superintendent for approval. (The Contract was approved 5-0 during the Public Hearing on a motion by Mr. Walker and seconded by Mr. Hill.) (Exhibit 07-646)
3. Motion to approve the Addendum to Agreement for the Purchase and Sale of Real Property with D. R. Horton, Inc., presented by Jeffrey McInnis and recommended by the Superintendent for approval was made by Mr. Walker, seconded by Mrs. Frakes and carried 5-0 (Exhibit 07-647).

Mr. McInnis explained that the Addendum is related to the items on the Construction Agenda. The GMP has been delivered to the District for the Redstone Avenue Extension project. The report from Faithful+Gould has been received and their results find that the GMP is within a reasonable variance range.

There are two factors in the Addendum to the contract with Dr. Horton. The first being that the City of Crestview is processing an exchange of a portion of the Redstone right-of-way with D. R. Horton for realignment so that it will correspond with the school construction and with the 12 acres the District is acquiring. The exchange will be completed August 28, 2007, and in order to allow school construction on that site to commence, the District is proposing to go forward with a bifurcated closing as to 10.95 acres of the 12 acres that are not affected by the right-of-way exchange. That closing will allow Jacobs Titan to commence with the elementary school construction on that site. The balance of the acreage closing will then be concluded at the end of the month after the City has completed the exchange.

Secondly, an agreement has been reached with D. R. Horton on their contributions to the Redstone Extension right-of-way which total \$722,529.65; \$40,000 of which is their exposure for 50% of the below the line contingency fund. If it is called upon to be needed they will contribute \$40,000. From the \$722,000, \$40,000 is contingency that may or may not be needed. It is uncertain if the District or D. R. Horton will be called on to pay that portion; however, D. R. Horton will share in any portion of that particular contingency. At the closing transaction, D. R. Horton will credit the District the purchase price of the property for a portion of their contribution to the road project, and by October 31, 2007, the



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District will bill them for the balance of the funds they owe up to the maximum amount that they are paying. D. R. Horton has already contributed to the project by paying for the initial road design engineering work. The District is not being asked to reimburse D. R. Horton for any of these expenses. D. R. Horton has withdrawn their request to participate in any shared savings under the roadway GMP based upon the negotiated contribution to the project.

### **CONSTRUCTION PROGRAM/OWNER'S REPRESENTATIVE'S BUSINESS:**

1. Motion to approve Change Order No. PCCO001 to Task Order No. 15 (GMP #2) for the Redstone Avenue Extension Project, Phases I and II, for a GMP in the amount of \$2,581,432.00, presented by Dr. Bill Smith and recommended by the Superintendent for approval was made by Mr. Walker, seconded by Mrs. Frakes and carried unanimously (Exhibit 07-648).
2. Approval of the Task Order to Faithful+Gould, Inc., for construction cost verification services for the Pryor Middle School Renovations, Phase II, presented by Jeff McInnis and recommended by the Superintendent for approval was granted on a motion made by Mr. Walker, seconded by Mr. Hill and carried unanimously (Exhibit 07-649).
3. Motion to approve the Modification #4 to Task Order No. 17 – GMP for the Pryor Middle School Phase 2 Front Façade/Entry Renovation in the amount of \$861,311.00, subject to receipt of the Faithful+Gould report indicating that it is within acceptable market range, was made by Mr. Walker, seconded by Mrs. Frakes and carried unanimously (Exhibit 07-650).

**INFORMATION TECHNOLOGY SEAT MANAGEMENT CONTRACT:** None

**BIDS AND PURCHASING:** None

### **ATTORNEY'S BUSINESS:**

Mr. McInnis notified the Board that the Save Our Homes litigation has been dismissed with prejudice. He stated that the attorneys for this matter expect an appeal to be filed.

### **SUPERINTENDENT'S BUSINESS:**

Dr. Tibbetts announced that this week on the District's TV show, *Navigating Through the Okaloosa County School District*, airing Sunday evening at 6:00 p.m., on Cox Cable Channel 6, featured topics will include bus safety, immunizations, and other requirements for students to enter school.

### **BOARD MEMBERS' BUSINESS:**

Mrs. Frakes passed out a Florida Trend magazine to the Board members, and stated there is an article pertaining to Okaloosa County's CHOICE program.

Mrs. Frakes asked about the new Legislation which Mr. Gaetz was instrumental in passing in regard to high performing schools, and if the District has to submit a plan showing the areas of flexibility. Mrs. Scallan stated that the Department of Education will have to be notified if the District decides to take advantage of the flexibility. She stated that there is a deadline and a decision will have to be made regarding the areas of flexibility.

Mr. Walker asked about the results of the lobbyist contract. Mrs. Thigpen stated the contract will be presented on a future Agenda.

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Mr. Walker inquired as to the status of the survey to principals concerning the County Honors Program. Diane Kelley stated she performed a telephone survey of all high school principals, and it was unanimous that they prefer to recognize grades 9-11 honors students at their home school, and the seniors be recognized one evening at OWC. She stated the principals' preference was based on their perspective and from that of their communities which they represent. She stated that the results of the survey have been communicated to Steve McLaughlin.

Mr. Walker asked if a survey had been taken in regard to awarding the honors students with the acrylic stars or certificates. Dr. Kelley stated the type of award was not included in the survey. Dr. Tibbetts noted that awarding acrylic stars will be considered; however, the cost of the acrylic stars has increased significantly. She stated that principals would be asked for input and the outcome of their input would be given to the Board members. She explained that Mr. McLaughlin formed a committee of students last year, and the majority of the committee preferred the award of a certificate. Mr. Kelley stated that recognition of high achievers should be done in a manner that is special to the students and their families. He stated it is possible that honors assemblies held at schools during the day are not conducive to the working schedules of families. Dr. Tibbetts stated a committee of students will be formed and a report will be forthcoming. Mrs. Thigpen noted that available dates to reserve the OWC Fine Arts Center could conflict with exams schedules and that a definitive date should be selected soon.

There being no further business, and upon motion being duly made and seconded, the meeting was adjourned at 7:30 p.m.

Jan Crawford, Recorder

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ALEXIS TIBBETTS  
SUPERINTENDENT AND  
CORPORATE SECRETARY

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CATHERINE S. THIGPEN  
CHAIRMAN OF THE BOARD