

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, July 19, 2012
Antimony Elementary School

Board members present: Board President Ken Platt, Vice President Gregg Christensen, Brian Bremner, Cheryl Cox, and Kay Englestead.

Superintendent Ben Dalton and Business Administrator Kevin Orton were also present. Also LyNese Miller from the Garfield office was present.

Work Session 4:00p.m.

Martha Crook-BoardDocs

Martha gave the board the first training on BoardDocs. Additional training will be provided to the District if the Board sees a need for more help.

BOARD MEETING

Call Meeting to Order

Board President Ken Platt called the meeting to order. There were seven people from the public present at the 5:00PM start time.

Welcome

Board President Ken Platt extended a welcome to all who were present.

Pledge of Allegiance

Cheryl Cox led the Pledge of Allegiance.

Agenda Changes

There were no agenda changes.

1. Consent Agenda Items

- A. Approve June 2012 Board Meeting Minutes**
- B. Approve June 2012 Financial Reports**
- C. Item Specific Budget Changes** – No changes.
- D. Letters of Resignation**—Mr. Chad Reeder, PHS Science Teacher, Annie Eldredge, BVES Secretary.

Kay Englestead asked a question regarding in-lieu of payments made to parents. Superintendent Dalton reminded him those payments were the last ones for the end of the school year. He asked if they were paid during the summer to which Superintendent responded that they were not.

Cheryl Cox made a motion to approve the consent agenda. Gregg Christensen seconded the motion. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

2. Public Comment

No public comment at this time.

3. Approve Hiring Recommendations

- a. Michelle Keefe – 1st and 2nd grade teacher in Escalante Elementary
- b. Cindy Sanchez – head teacher at Boulder Elementary with Coleen Gardner as part-time para educator
- c. Eugene King – half-time teacher and half-time administrator at Escalante High School
- d. Kevin Orton – Business Administrator

There was an extensive list of several para-educators that were hired and the Board was given a spreadsheet with all of the names, rates, and hours to be worked. The spreadsheet was included in the Board packet.

Cheryl Cox commented that she would like the Board to make a decision as to whether Coleen Gardner would be able to return as a part-time teacher at Boulder Elementary or if she would be paid as a para-educator, honoring her years of service in the District. Board members were concerned about having a part-time teacher instead of two paras which would leave the teacher only with students for every afternoon. Cheryl also asked if there would be Trust Land money available to hire a para from that funding she also asked if there would be Trust Land money available. She also mentioned the possibility of parent volunteers or the community raising funds for a position. There was a lengthy discussion regarding the best possible scenario for Boulder Elementary with board members wanting to keep the staffing the same as Antimony. Cheryl recommended that the Board offer the position to Coleen Gardner as a 28 hour position. Kay Englestead made a motion to approve the hiring recommendations that were listed on the spreadsheet with the exception of the Boulder para positions which would not be finalized until the next Board meeting. Kay also stated that all hiring would be contingent upon successful background checks. Cheryl Cox seconded the motion. Gregg Christensen stated that these positions would need to be filled as soon as possible as the next Board meeting would be within a few days of the beginning of school. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

Cheryl Cox then made a motion to hire two para-educators at 28 hours each at the Boulder Elementary, one of which would be offered to Coleen Gardner at a para wage. Gregg Christensen seconded the motion. Ken Platt had a question as to whether there needed to be two positions at 28 hours. Julie Allen of Antimony Elementary explained how the positions worked at her elementary which is similar to Boulder Elementary. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

4. Swearing in of Business Administrator

President Ken Platt administered the Oath of Office to Kevin Orton.

1510

Business Administrator: Qualifications and Responsibilities

Oath of Office

The Business Administrator qualifies for office by taking the constitutional oath of office and by posting any required bond or undertaking.

Utah Code Ann. § 53A-3-302(4) (2011)

“I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of Utah, and that I will discharge the duties of my office with fidelity.”

Article IV, Section X, Utah State Constitution

5. TARS-Elaine Baldwin via Kay Englestead

Kay Englestead explained that Elaine was unable to come to the Board meeting due to family matters. He reminded the Board that Deanna Moore had presented to the Board the previous month to explain the trip that three students would participate in going to Washington D.C. Gregg Christensen commented that he would not be able to support giving money for this event because the Board is a Non-Partisan Board and this group is affiliated with the Republican Party. Cheryl Cox asked if TARS is a school club and does it provide service for the school? She also asked how closely related it is to the school. Brian Bremner said he would like to let the group come and present their case and table this item until next Board meeting in Boulder. Ken Platt agreed with Gregg Christensen that the Board should not be giving money in support of any parties since the Board is Non-Partisan. Brian Bremner then made a motion to table this item until next Board meeting and allow them to present if they would like. Cheryl Cox seconded the

motion. A vote was called for. Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. Ken Platt and Gregg Christensen voted nay. The motion passed 3-2.

6. Boulder Pickleball-Craig Sorenson

Craig presented information as an ambassador for the USA Pickleball Association for Boulder and Escalante regarding the sport. He said they had been in contact with Boulder Town who had approved a pickleball court in the recreation area and would also like to convert the basketball court at Boulder Elementary into a pickleball court. A local town resident will be writing a grant for the supplies and they are just requesting the permission to update the current court. Kay Englestead asked if other sports would be allowed on this court and Craig said it would have multiple uses. He requested the permission to let the public use the court when school was not in session. Brian Bremner suggested that the new teacher at Boulder Elementary should be informed of the request and suggested that the opportunity of teaching the kids the pickleball sport be a possibility. Craig also commented to Kay Englestead question of who would re-surface the court when it became necessary. Craig stated that he felt at the time another grant would be written to take care of these costs.

Cheryl Cox made a motion to allow them to make improvements and convert the current court into a pickleball court with no cost to the District and that the community would be allowed to use the court after school hours. Brian Bremner seconded the motion. Gregg Christensen asked if there was any progress at the Escalante Elementary court and Craig stated that the club was growing and they were working on the grant. Eugene King commented that the pickleball club had been using the old gym and that they had scheduled with him and worked with the custodians for this use agreement. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

7. Graduation Requirements-Gary Bennett, Eric Jessen High School Counselors

Gary and Eric worked extensively on the graduation requirements for the Garfield School District to line up with the 10 period block schedule. The Board was given handouts to show the graduation comparison between the state, the district, current requirements, and the proposed requirements. Proposed changes were in World Geography from .5 credits to 1.0. Other proposed requirements include a full year of intro to health. Intro to health is a CTE class that can count as a health credit if it is taken for a full year. The advantage of intro to health is CTE will pay for the instructor. Another proposed change is the .5 Adult Roles requirement under the CTE. The State does not require Adult Roles for graduation. The School Board could require 1.5 CTE credits and allow the parents and students to choose what classes they would like to enroll and not require a .5 Adult Roles.

Eric stated he would send out a survey on Parent Link to gather information to help complete the schedule. Gary had parents and students fill out a survey at their year-end SEOP conferences at Panguitch and Escalante High Schools. Gary also explained that Panguitch High School would pay for two hours of language arts that would be paid out of Trust Land money.

The next handout showed the graduation requirements for each class and how the number of credits increases each year until the class of 2016 will have 36 credits. Eric and Gary both explained how over the next three years all high schools would be at the same number of graduation credits. Both Counselors recommended keeping higher standards for graduation requirements instead of meeting only State requirements.

The third handout showed what a typical schedule will look like for grades 7th -12th for the upcoming school year.

Both Eric and Gary asked that the Board increase requirements for students to keep the District standards high. They explained that this schedule would also allow more electives for students. They also showed how even if the Board would make student requirements it would still allow more electives than they have previously had in past schedules. Cheryl Cox commented that she felt she would like to let the parents and students make more decisions in their schedules instead of requiring classes for graduation. The Counselors expressed concern that there would be mass exodus from classes if they only required a half year instead of a full year requirement.

Brian Bremner made a motion to adopt the State Requirements as the District's requirements. Gregg Christensen seconded the motion. Ken Platt and Cheryl Cox both commented that this would lower our current District requirements. Several comments were made regarding what classes should have higher requirements and which classes should not. Gregg Christensen expressed concern of requiring students to take Adult Roles and Financial Literacy for a full year. Gary Bennett explained that these classes go well together because the curriculums are similar. Brian Bremner said he has confidence in the kids that they will make the right choices and choose the challenging teachers and classes. A vote was called for. Gregg Christensen and Brian Bremner voted Aye and Ken Platt, Cheryl Cox, and Kay Englestead voted Nay. The motion failed 2-3.

Cheryl Cox made a motion to remain at the current District requirements and allow the courses that the Counselors have scheduled. She would like to reassess the requirements at the end of the year. A vote was called for. Ken Platt, Cheryl Cox, and Kay Englestead voted Aye. Brian Bremner and Gregg Christensen voted Nay. The motion passed 3-2.

8. Adult Education Graduation Requirements

One of the findings in the Adult Education Audit was the lack of the school board's approval of the Adult Education graduation requirements. Curtis provided a list of the graduation requirements.

Brian Bremner made a motion to accept the graduation requirements that Curtis provided. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

9. Superintendent's Report

A. Teacher Evaluation Committee

The District submitted an application to the USOE expressing interest in being selected as a pilot district for the State Teacher Evaluation Tool. Superintendent Dalton commented that he had just received word before Board meeting that the District had been chosen as a pilot district for the program.

B. Funding NESS Update

Superintendent Dalton received a draft copy of the NESS distribution from the state office. They are projecting \$2,125,781 for FY 13. We budgeted \$2,000,000 so we will have an additional \$125,781. At some point in time we will need to account for this additional revenue in the budget.

C. SRS Funding Update

Robert Weidner, a lobbyist for the county, said that Secure Rural School will be funded for one year at 95% of the original value. Last year we received \$615,818. The District is expecting to receive \$585,027. The FY 13 budget was built without SRS funding. Superintendent Dalton would like to make a one-time salary adjustment of 4% to all school employees. This item was also discussed in negotiations.

D. Negotiations update

Superintendent Dalton met with the GEA and proposed the following for negotiations. The District will fund Steps and Lanes for the FY 13 school year. Steps will cost \$86,157.55, lanes are not built into the budget, but an estimate would be about \$15,000. The District will cover a 6.5% increase in insurance. This cost will be \$73,500. The District will also cover 1.9% increase in retirement benefits this cost will be \$74,419. If the District made a one-time salary adjustment of 4% for all employees the cost would be approximately \$186,617. We could use the SRS monies to fund this one-time expense. The GEA has asked about the following items: cost of one employee on the dental plan, Christmas bonus, custodians cleaning their rooms two times a week, and no limit on the number of sick days an employee can carry over.

E. Core Academy

All Elementary teachers have been invited to attend Core Academy. The majority of the teachers are attending this week July 16th-20th. The Kindergarten teachers requested to attend a workshop in Las Vegas instead of Core Academy. The costs were comparable to each other so I gave this

approval. Teachers are paid \$100 per day to attend, district travel was provided with per diems paid to those who qualified for lodging and meals.

F. Feasibility study

We will have a presentation by Van Boerum and Frank in the August meeting to discuss their findings of the feasibility study.

10. Discussion and Action Items

A. Medicaid Administrative Claiming (MAC)

Chris Kupfer asked for the following contract to be on the Board Agenda, his explanation is as follows:

To: GCSD Board of Education and Superintendent Ben Dalton

From: Chris Kupfer, Federal Programs Director

Date: July 17, 2012

Re: Medicaid Administrative Claiming (District Enrollment in Program)

It is my desire to initiate Garfield County School District's enrollment and participation in the Medicaid Administrative Claiming (MAC) Program. We are currently involved in the Fee for Services portion of Medicaid funding and are generating between \$10,000 and \$20,000 annually in the form of medically based service reimbursements.

The MAC program allows for some administrative reimbursement for program oversight and management. It is estimated that we could generate between \$2,000 - \$5,000 additional dollars through our involvement in this program.

In order to participate, I need Board approval and verifying signature on the contract provided.

Thank you,

Chris Kupfer, Federal Programs Director

Kay Englestead made a motion to accept the contract. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

B. Tax Rate Approval

Kevin Orton explained that he had visited with Camille Moore to verify the rate. Kay Englestead made a motion to accept the tax rate as presented.

Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Gregg

Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

C. Capital Projects

Seal Coating RFP- Spencer Asphalt \$105,317.06 (District Office bid \$3,673.70) Holbrook Asphalt \$61,317.50 (No District Office in this bid) Morgan Pavement \$84,688.84(No District Office in this bid) Utah Seal Coat\$92,730.36 (District Office bid \$7,416.75) Damon recommended awarding the bid to Holbrook. Cheryl Cox made a motion to accept the Holbrook Asphalt bid. Greg Christensen seconded the motion. A vote was called for. Brian Bremner suggested that if Holbrook's would complete the District Office also for the same price as Spencer's to go ahead with the work. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

Lawn Mowers RFP

Damon bid three mowers for the District:
Turf Equipment \$31,200.90 (Toro Mowers)
Cross Roads \$33,582 (John Deer)
Loa Builders Supply \$29,250 (Husqvarna)
Color Land Sales \$31,527 (Walker)
RMT \$30,519 (Grass hopper)

Damon would recommend the Toro Mowers from Turf Equipment at \$31,200. Kay Englestead asked if they had looked into the possibility of getting mowers that are pulled behind a four-wheeler. Brian Bremner commented that he would rather spend money on an English Teacher than lawn mowers. He also suggested that maybe the District should look into putting lawn maintenance out for bid. Ken stated that teacher pay and lawn mowers would not come out of the same budget. Superintendent Dalton the money for the mowers was budgeted out of 10 percent of basic. Cheryl Cox made a motion to table the item to find out more information about bidding the lawn maintenance and the cost of pull behind mowers. Brian Bremner seconded the motion. A vote was called for. Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. Ken Platt abstained. The motion passed 4-0-1.

Carpet Bid for PHS, PMS and PES

A table that contained the bids was given to the Board as part of the Board packet. Damon recommended going with Ogden's Carpet. Gregg Christensen made a motion to accept the bid from Ogden's Carpet for PHS, PMS, and PES for \$37,053 24. Kay Englestead seconded the motion. Brian Bremner asked if these items were budgeted. Superintendent Dalton assured him that they were budgeted. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

D. Technology Purchases

Student Laptop Bids (100-HP 8510W laptop computers for mobile labs)

Insight Investments: \$28,200.00

School Tech Supply: \$37,900.00

K12 Solutions: \$37,900.00

Gerald would recommend going with Insight Investments.

Teacher Desktop Computer Bids (70-HP Compaq 4000 Pro)

B2B Computer Products: \$33,430.60

TigerDirect.com: \$35,167.30

Valcom: \$35,417.90

PCMallGov: \$37,099.30

Brian Bremner motioned to award the bid to Insight Investments for \$28,200.00 and B2B Computer Products for \$33,430.60 for the teacher desktop computers. Gregg Christensen seconded the motion.

Cheryl LeFevre suggested that the District spend more money and get laptops instead because they are able to take them with them. Julie Allen also stated that they were required to bring a laptop to Core Academy. Superintendent Dalton commented that he suggested going with the desktop computers because of the price, what they are used for and the functionality and ease of maintenance. A vote was called for. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, and Brian Bremner all voted Aye. Kay Englestead abstained. The motion passed 4-0-1.

E. 4 ½ or 5 Day Survey

There were a large number of participants with 1490 responses to the survey. Superintendent Dalton called Gerald and he said this survey was completed with Google and a person may vote more than once. In the previous surveys, SurveyMonkey was used and this system would allow a limit the number of responses from one computer. Gerald sent the link with the results to the Board in a separate email. Superintendent felt the survey may be skewed due to several votes within very short time periods. Cheryl Cox suggested giving a parameter for teachers to arrive a half an hour early and stay a half an hour after school is out. Gregg Christensen suggested that if teachers are not arriving on time or are leaving early that it is an administrator's responsibility to take care of that situation. Superintendent Dalton suggested and recommended to the Board that the District move to a full five day schedule. Gregg Christensen asked if ten more minutes could be added to the lunch period. Cheryl LeFevre stated that all teachers except for two in her area wanted a 4 ½ day week. Brian Bremner said that no matter what schedule the

Board chooses, that Fridays need to be as productive as the rest of the week. Gary Bennett told that Board that if they would choose a five day week the schedule with internet classes line up almost exactly. If it were a 4 ½ day week the schedule is off almost a half an hour by the end of the day. He also pointed out that regarding sports activities it would be better also. More activities are scheduled during the week and not just on Friday. Eric Jessen also stated that as a coach it would be much better because it would give the kids the opportunity to get a snack before a practice and still get home earlier. Superintendent stated that based on the recommendations from the Counselor's concerning internet schedules he would strongly suggest a five day week. Cheryl LeFevre said that if the district went to a five day schedule it may affect attendance because so many people are trying to get to Cedar on Fridays. If attendance went down she wondered if we would meet AYP. Julie Allen voiced some concerns with bus schedules and Gregg Christensen suggested that Boulder and Antimony would not need to be on the same schedule as the other schools. Superintendent Dalton stated that it sounded that more personal reasons were being considered to make a decision for a 4 ½ day week instead of educational benefits. Kay Englestead made a motion to stay at the 4 ½ day week. Gregg Christensen seconded the motion. Kay Englestead and Gregg Christensen voted Aye. Ken Platt and Cheryl Cox voted Nay. Brian Bremner did not vote and ask for a short break. Ken Platt suggested moving to the next agenda item to give him a moment to think about his vote. At this point they moved to the next agenda item.

When the Board returned to this item, Brian Bremner said he was ready to vote to on the motion. He voted Aye and the motion passed 3-2.

A question regarding start and end times for teachers was asked. The Board discussed whether a motion was needed for this item. Brian Bremner made a motion that it becomes the District's expectation that teachers be at school a half hour before school starts ready to go and a half an hour after school ends. Administrators can make a case by case adjustment as needed. If there are problems they need to take care of them. Gregg Christensen seconded the motion. Superintendent Dalton reminded the Board that if the Board made a minimum requirement that some teachers would only be there the minimum and if asked to be there later on a Friday for a meeting they may expect compensation. Cheryl Cox stated this requirement is to meet the needs of student and parent contact with teachers only; not to set a minimum that teachers should expect as their contract hours. Superintendent reminded the Board that the administrators cannot address a teacher problem of coming late or leaving early if there is not a start and end time. After a much discussion, a vote was called for. Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. Ken Platt abstained. The motion passed 4-0-1.

Superintendent Dalton also asked the expected hours of the District Office and several comments were made. The Board directed that the Office would be open from 8AM-5PM every day.

F. Escalante Elementary “Leave It to Beaver”

Superintendent Dalton received a phone call from Margie Weppner worried about the involvement of EES in the “Leave It to Beaver” festival. She saw a sign in the Post Office that said “Sponsored by Escalante Elementary School”. She wanted to know if the Board was aware of the involvement or approved curriculum for the classes. Jean Bramble said that the festival will be September 15, which is a Saturday and no curriculum was planned to be presented to students. Sue Bassett sits on the committee that is putting on the festival and her Cub Scouts are working on a project to build a beaver dam. I emailed her about the involvement of the school and this is her response. [“Superintendent, Paris -yesterday, Escalante today. Just read your email about the beaver festival. The school isn't involved, but I am personally. I didn't realize at the time I was asked to help that it was such a controversial issue. The goal is to educate--they hope to show how beaver dams above our reservoir trap the silt and prevent it from filling in the dam. My cub scouts have been involved in gathering wood from an old beaver dam to be used to build a life-size lodge at the state park that kids can play in. I will make other arrangements since my scouts are also my students. The school will not be involved.](#)

Cheryl Cox stated that this was not at the school or during school time and the community has asked to be able to be involved in our schools. She commented that this is an opportunity to let them be involved and bring some curriculum into an event. Brian Bremner stated that it should be up to the parents if they choose to be a part of the activity. He commented that we can let groups use our facilities but be not be an actual sponsor.

Maddie Griswald is an intern with the Grand Canyon Trust for the summer. She is helping to organize the Beaver Festival. She passed out posters and gave information regarding the festival. She came to answer any questions the public may have regarding the festival. Superintendent Dalton wanted to make sure the Board was okay with the art projects being submitted and gathered at Escalante Elementary. Shannon Allen of the public stated that he felt teachers should be allowed to be on committees and boards, but not be allowed to use the District or school names as representing or sponsoring events without approval from the Board. Eugene King commented that he would use an opportunity like the Beaver Festival in a classroom setting to educate the students if it's part of the curriculum even if he personally may not agree with the reasons behind the event. The Board concluded that they wish the Beaver Festival well, but that they would not be a part of the festival.

11. Personnel – Business Administrator’s Contract

Brian Bremner stated that the Board had discussed having one-year probation and that they could let the Business Administrator go after that without cause and no penalty to the District. He stated that it was not included in the contract and wanted to make sure the rest of the Board members were in agreement to not include that phrase. He didn’t want to let it slip if they intended it to be included. Gregg Christensen made a motion to accept the Business Administrator’s contract. Kay Englestead seconded the motion. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

12. Board Business

A. Set August 2012 School Board Meeting time, date, and location.

The schedule for Board Meetings shows the next meeting scheduled to be held on August 16th, 2012 in Boulder, Utah at 5:00 P.M. If a closed executive meeting is needed it may be held prior to this start time.

13. Public Comments

There were no public comments.

14. Executive Session

Brian Bremner proposed a motion to go into an executive closed session to discuss the character and competence of an individual(s). This motion was then seconded by Kay Englestead, and a vote was then called for. Ken Platt, Gregg Christensen, Brian Bremner, Cheryl Cox, and Kay Englestead all voted in favor of the motion. The motion passed 5-0.

After the Board returned to the public meeting, Brian Bremner made a motion to hire Jake Schoppe as an activity bus driver. Gregg Christensen seconded the motion. A vote was called for. Brian Bremner, Gregg Christensen, and Cheryl Cox voted Aye. Kay Englestead and Ken Platt voted Nay. The motion passed 3-2.

Brian Bremner then made a motion for the District to pay the approximate \$2,000 bill that the Superintendent had advised the Board on. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Gregg Christensen, Cheryl Cox, Kay Englestead, and Brian Bremner all voted Aye. The motion passed 5-0.

At this point the Board returned to Item 11 Personnel, to review and sign the Business Administrator’s contract.

15. Adjournment

Brian Bremner proposed a motion to adjourn. Gregg Christensen seconded the motion, and a vote was called for. Ken Platt, Gregg Christensen, Brian Bremner, Cheryl Cox, and Kay Englestead all voted aye. The motion passed unanimously 5-0. The meeting adjourned at approximately 10:05PM.

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS

In compliance with the American's with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and service) during this meeting should notify LyNese Miller at 676-8821 at least three days prior to the meeting.