Dallas Center-Grimes Community School District Board of Directors Meeting Monday, December 21, 2020 7:00 PM Administration Center at 7:00 PM - Board Room Grimes, Iowa 50111

Present: Directors Doug Rants, Ryan Carpenter, Ronnie Wiedman, Mark Wills, Kathie Hicok, Sarah Wilson, and Marco Bejarno, Business Manager Michelle Wearmouth, Principal Scott Blum, Director of Communications Anne Wemhoff, Associate Superintendent Jill Van Woerkom, and Superintendent Scott Grimes were present. It is noted that COVID-19 social distancing recommendations were in place for this meeting thus electronic format was required for some attendees.

Absent: None

# **Receive Visitors and Read Miscellaneous Communications**

President Rants called the regular meeting to order at 7:00 p.m. Roll call was taken by the secretary and a quorum was acknowledged.

# **Approval of Agenda**

Director Wills motioned, seconded by Director Wilson to approve the agenda as presented.

	· ·	
Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

# **Approve minutes of previous meeting (s)**

Director Bejarno motioned, seconded by Director Wills to approve the minutes from the regular board meeting on Monday, November 23, 2020.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

### Presentation of bills for approval

Director Hicok motioned, seconded by Director Wilson to approve the bills as presented.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

### **Consent Agenda**

Director Hicok motioned, seconded by Director Wills to approve the consent agenda consisting of:

- a. Open enrollment
- b. Contract approvals, resignations, changes

#### i. Contract approvals

Adam Juhl
 Steve Burns
 8th Gr. boys track coach sub bus driver

2. Steve Burns sub bus driver

3. Kathy Morrow long term substitute second semester

#### ii. Resignations

1. Ashley Bryant associate

2. Cassy Lowry 8th gr. volleyball coach

3. Robert King bus driver

4. Cody Charles 8th gr. football coach

5. Joreen (Jody) Karge associate

# iii. Changes

1. John Tierney From Reg. Route to Sub Driver

c. Inter-Agency Agreements for Special Education – IN Des Moines Public CSD

d. Job Description - Assistant Principal

Vote: Doug Rants yes
Ronnie Wiedman yes
Kathie Hicok yes
Marco Bejarno yes
Sarah Wilson yes
Mark Wills yes
Ryan Carpenter yes

# **Building Level Reports**

High School Principal Scott Blum discussed goals on the high school in the midst of the challenges in 2020. He expressed appreciation to many workers at the high school, discussed cleaning protocols, reviewed block scheduling, online teaching, and reviewed specific staff members, their duties and efforts to elevate the hybrid learning model. President Rants asked if block schedule will continue in second semester, and Principal Blum indicated that it helps with fewer interactions between classes to assist with mitigation, and he believes it has been very positive. President Rants asked about teachers feelings regarding second semester returning to full onsite learning, and Principal Blum feels that there is a level of concern with health and safety but it is balanced with the overall concept that learning is better when everyone is on-site. Director Wilson asked about conversations regarding the return to a 9<sup>th</sup>-12<sup>th</sup> campus. Principal Blum said most of the questions are logistics and management. Director Wills asked what the greatest challenge or opportunity or need will be as we move into 2021. Principal Blum stated that mental health is a foremost concern and additional counseling duties may be needed.

#### **Associate Superintendent**

Associate Superintendent Jill Van Woerkom reviewed the planning and training utilized to elevate hybrid model learning held on December 2, 2020 and additional work done on December 9 and 16, 2020.

#### **Superintendent**

Superintendent Grimes presented information regarding building permits filed within the District noting an increase of the previous year of 22. He reviewed COVID-19 monitoring data/metrics and discussed the board's previous action to return to full on-site with an online option second semester.

Superintendent Grimes reviewed plans for staffing for 2021-2022 including upcoming postings. He also reviewed enrollment changes.

Superintendent Grimes reviewed construction updates for the 7-8 building, the administration building, and the 5-6 renovation/addition. He discussed the naming committee for the 5-6 and 7-8 facilities and he reviewed HS/Meadows construction planning.

# **Business Manager**

Business Manager discussed the public budget comparison report and the revenue and expenditure report for the month of December 2020. Mrs. Wearmouth reviewed the at-risk dropout prevention allowable growth application figures. Mrs. Wearmouth reviewed the 2019-2020 Fiscal Audit. Mrs. Wearmouth also presented a summary of new money based on several different SSA scenarios.

#### **OLD BUSINESS**

#### Second Reading of Board Policies listed below.

Director Carpenter motioned, seconded by Director Bejarno to approve second reading of policy 505.1 Graduation Requirements.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

# **NEW BUSINESS**

# Approve Contract Change Order No. 1 for Administration Building

Director Wiedman motioned, seconded by Director Wills to approve contract change order number 1 for Administration building.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

# **Approve Certificate of Substantial Completion of Administrative Building**

Director Wilson motioned, seconded by Director Hicok to approve Certificate of Substantial Completion for the Administration building.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

## First Reading of Board Policies listed below

- 201.1 Name of School District Remove since info is in policy 100
- 201.2 Legal Status of the Board Rescind
- 200.1 Organization of the Board of Directors NEW
- 200.1R1 Organizational Meeting Procedures Updated/Renumbered
- 200.2 General Powers and Duties of the Board Updated/Renumbered
- 200.3 Responsibilities of the Board NEW
- 201 Elections to the Board Updated/Renumbered
- 202.1 Membership of the Board Qualifications Updated/Renumbered
- 202.2 Oath of Office Updated
- 202.3 Term of Office Updated/Renumbered
- 202.4 Vacancies Updated/Renumbered

Director Wills motioned, seconded by Director Bejarno to approve First Reading of policies 201.1, 201.2, 200.1, 200.1R1, 200.2, 200.3, 201, 202.1 202.2 202.3 202.4 as presented.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

#### Purchase of 2 new school busses.

Director Hicok motioned, seconded by Director Wilson to approve the purchase of 2 new school busses from School Bus Sales at a cost of \$235,052 as recommended.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

## Accept into Records the Fiscal Audit for 2019-2020

Director Carpenter motioned, seconded by Director Wills to accept into records the Fiscal Audit 2019-2020.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

## **Dropout Prevention / At-Risk Allowable Growth**

Director Hicok motioned, seconded by Director Wills to approve the application for at-risk allowable growth for the 2021-2022 school year in the amount of \$1,434,251.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

# Consider approval of the list of students working to graduate at Semester, these students are all on track to complete DC-G Graduation requirements as of January 15, 2021

Director Hicok motioned, seconded by Director Wilson to approve the list of students working to graduate at Semester, these students are all on track to complete DC-G Graduation Requirement as of January 15, 2021.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Consider approval of the following students graduating early: Olivia Mulford is on track to complete DCG Graduation requirements Jan 15, 2021, one and one half (1.5) years early and Trinity Wojtowitz is on track to complete DCG Graduation requirements May 26, 2021, one (1) year early.

Director Bejarno motioned, seconded by Director Wiedman to approve the following students graduating early: Olivia Mulford is on track to complete DCG Graduation requirements Jan 15, 2021, one and one half (1.5) years early and Trinity Wojtowitz is on track to complete DCG Graduation requirements May 26, 2021, one (1) year early.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

# Consider the approval of the following Certified Staff, for the 2020-2021 Early Resignation Notification Incentive -

Director Hicok motioned, seconded by Director Wilson to approve the following Certified Staff for the 2020-2021 Early Resignation Notification Incentive - Daniel Voss and Paula Harle.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	ves

Consider the resignation of Byron Peyton at the close of the 2020-2021 school year and approve his application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Byron's 21 years of service to the school district, teachers and students of Dallas Center-Grimes Schools

Director Bejarno motioned, seconded by Director Wills to accept the resignation of Byron Peyton at the close of the 2020-2021 school year and approve his application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Byron's 21 years of service to the school district, teachers and students of Dallas Center-Grimes Schools.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Consider the resignation of Lynnette Yossi at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Lynnette's 23 years of service to the school district, teachers and students of Dallas Center-Grimes Schools

Director Hicok motioned, seconded by Director Bejarno to accept the resignation of Lynnette Yossi at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Lynnette's 23 years of service to the school district, teachers and students of Dallas Center-Grimes Schools.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Consider the resignation of Teri Mayer at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Teri's 18 years of service to the school district, teachers and students of Dallas Center-Grimes Schools

Director Wills motioned, seconded by Director Wiedman to accept the resignation of Teri Mayer at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Teri's 18 years of service to the school district, teachers and students of Dallas Center-Grimes Schools.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	ves

Consider the resignation of Christine Schmidt at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Christine's 20 years of service to the school district, teachers and students of Dallas Center-Grimes Schools

Director Carpenter motioned, seconded by Director Bejarno to accept the resignation of Christine Schmidt at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Christine's 20 years of service to the school district, teachers and students of Dallas Center-Grimes Schools.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Consider the resignation of Julie Morgan Kopecky at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Julie's 36 years of service to the school district, teachers and students of Dallas Center-Grimes Schools

Director Wills motioned, seconded by Director Hicok to accept the resignation of Julie Morgan Kopecky at the close of the 2020-2021 school year and approve her application for early retirement benefit under Board Policy Code 405.5 Personnel Early Retirement Incentive. We would like to express gratitude for Julie's 36 years of service to the school district, teachers and students of Dallas Center-Grimes Schools.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Consider the resignation of Terri Spray effective December 31, 2020. We would like to express gratitude for Terri's 20 years of service to the school district, teachers and students of Dallas Center-Grimes Schools

Director Wilson motioned, seconded by Director Wills to accept the resignation of Terri Spray effective December 30, 2020. We would like to express gratitude for Terri's 20 years of service to the school district, teachers and students of Dallas Center-Grimes Schools.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

#### **Financial Statements**

Director Hicok motioned, seconded by Director Wills to approve the financial statements as presented for November 2020.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

#### **Board Commendations**

Director Hicok motioned, seconded by Director Wilson to approve the commendations as presented.

- i. Thank you Megan Fangman and Robecca Vaske. It has been an honor to work beside and learn from both of them this year as reading intervention teachers at Dallas Center Elementary. These two educators are experts in their field and go above and beyond to support all student learning. Their flexibility, leadership, and dedication to the teachers and students at Dallas Center Elementary is seen each and every day. I am very appreciative for all of their guidance, support, and understanding during this unique school year. Loryn McLenna
- ii. Thank you Paige Herbsleb for inputting all NR K-2nd students into Seesaw for hybrid/online learning in PE, Library, and Guidance. Bart Black
- iii. I would like to recognize Madison Melchert. She has done a fantastic job dealing with middle school activities this winter. It has been difficult to deal with the ever changing rules due to COVID-19 and especially with the sudden stop and restart of the winter seasons. I appreciate all the time and energy she has put in to support our middle school students and coaches. John Klaessy
- iv. The DCG Varsity dance team competed in the State Championships on Thursday, November 19<sup>th</sup> at Wells Fargo Arena. The team competed in Jazz, Hip Hop and Pom and earned a Division I Superior Rating on all three routines. Two of the routines also finished with a top five placement. Hip Hop earning 4<sup>th</sup> place overall and Jazz also receiving a 4<sup>th</sup> place finish. The team also had 7 soloists who all received Division I Superior Ratings, they are: Seniors, Hope Warren and Meghan Wills; Sophomores, Katie Harryman, Emma Altman, Madison Stone, and Sydney Vaughan; Freshman, Abbie Ries. For more details and to see clips from their performances and Virtual Awards Ceremony, visit their Facebook page, Instagram or Twitter accounts Lorainna Nedved
- v. Thanks to Jerry Hlas for the thoughtful Wednesday messages he sends out to the DCG Middle School students and parents. They are perfect! April Heitland
- vi. Thanks to Mary Deahr for all of her hard work to make sure the devices were ready to roll for the NR Students and for always putting kids and relationships first! April Heitland
- vii. Thanks to Becky Noah for her hard work and dedication to the students and families in her classroom. She is a wonderful communicator and always puts what is best for kids first. April Heitland
- viii. Thanks to Adam Tjeerdsma for always offering to try something new and to not be afraid to step outside of the box. April Heitland
- ix. Thanks to Lisa Tekippe for making engaging videos for her students in music. She is always working to engage students and foster their love for music. April Heitland

- X. We would like to recognize Ashley Zimmerman for her continued support this year. Ashley seeks out ways to help, not only in our classrooms but also with technology. She is always asking our team how she can make our day easier, and shares ideas that we can use to support and enhance our teaching. Ashley always has a smile on her face and a positive attitude. Her professional development is meaningful and she follows-up with the staff on how she can answer any questions we may have. We appreciate her professionalism and support so much! Kindergarten Team at South Prairie
- xi. I would like to commend Mike Hoskins for his quick work in addressing technical issues with Google that were interfering with student access to needed materials; as well as Jolie Morgan for her work on this and her continuing willingness to give her time to make our classes the best they can be. Thank you Jack Vanderflught
- xii. I would like to commend Jolie Morgan, Cody Charles, and our entire student council for their leadership with our Turkey Food Drive. Our high school donated over 1,000 pounds of food and over \$1,600 to our Dallas Center and Grimes food pantries to support our local communities. They have been incredible leaders within our building and community! Scott Blum
- xiii. I would like to commend Travis Donahue for his leadership navigating the uniqueness this semester has brought to our building. Travis has been instrumental with our COVID-19 protocols, our master schedule, working closely with our general education and special education staff to meet the needs of our students, leads our building through our safety planning, and has assisted our teachers and counselors to coordinate our MTSS process. He has worked a tremendous amount of hours inside and outside the building to keep our students and teachers safe and healthy. Scott Blum
- xiv. I would like to commend Danie Clancy and Ben Twigg for continuing to go above and beyond for our teachers and our students. Ben and Danie are constantly putting others' needs before their own, prioritizing the mental health of everyone in our building, and have spent countless hours navigating student and teacher schedules throughout the first semester, and the scheduling demands the second semester will bring. I am grateful for their work ethic and passion to have such a positive impact on everyone in our building. Scott Blum
- xv. I would like to commend Betsy Grove and Brenda Smith. Betsy and Brenda continue to be "the face" of the high school with their positive attitudes and warm smiles. They are so calm, patient, and beyond helpful to our students, staff and families, both in-person and over the phone. We are so blessed to have these two individuals as part of our high school family! Scott Blum
- xvi. Thank you, Deanna Sandegren, for all your guidance, teaching and support. I could not do my job without knowing you are there to help if/when I need it. It has been such a whirlwind trying to learn a new position from you during this crazy time. But you were always willing to set up a Zoom call or meet in person when it was possible and you had time, especially when you were transitioning to a somewhat new position also. I truly appreciate all you do, not just for me but for everyone that is lucky enough to work with you. Amanda Rosemeyer
- xvii. As our counselor, Courtney Anderson offers support in many ways. She greets students each morning and helps them get settled in the classroom. She teaches and practices strategies with small groups to help them grow and cope with life changes. Thank you for being such a great listener who shows compassion! Diann Williamson
- xviii. Gena Pierce goes the extra mile to make sure students are successful academically, socially and emotionally. She is willing to seek out resources and

- try new things, as well as build strong communication with families. Thank you Gena for continuing to give your BEST every day! Diann Williamson
- xix. Kelly James accepted the challenge of being the 2nd & 3rd grade PLC Leader this year. She has shown great leadership skills through her organization and her ability to lead discussions and learning. Thank you Kelly! Diann Williamson
- xx. Thank you, April Heitland, for giving me the opportunity to work with the wonderful staff, students and families at North Ridge. I truly appreciate all your guidance and understanding, especially during this crazy different school year. Your love for everyone here at North Ridge, including the families is what keeps us all going and working together, we could not do it without your support. Amanda Rosemeyer
- xxi. A big shout out to Amber Anderson, our building custodian! She has supported our teachers and students in so many wonderful ways this year. I can always find her in the lunchroom engaging in fun conversations with students, making the students feel valued and connected. Poor Amber has moved furniture more times than we can count! Our staff love and appreciate all she does for us!! Many thanks!! --- Deb Cale and DCE Staff
- xxii. A big thank you to our building administrative assistant, Steph Madsen. Her positivity and joy spreads throughout our building, making everyone feel welcomed and valued. We could not function without her. Thanks for the million and one things you do for us, Steph! Deb Cale and DCE Staff
- xxiii. We want to welcome and recognize Evelyn Beh, our new night custodian. She is very friendly and has done an amazing job in keeping our school clean, helping to keep our students safe. We are thankful to have her as part of our team at DCE! Deb Cale and DCE Staff
- xxiv. We want to welcome Erin McNace to our DCE team. She is providing assistance to our students and staff as an associate. We are so thrilled to have her as part of our team! She is so collaborative with our team, always smiling and sharing her positive outlook. Erin was instrumental in getting our iPads ready for our K-2 students. Welcome and many thanks for all your support, Erin! --- Deb Cale and DCE Staff
- XXV. I would like to thank Kacey Beyer for all her hard work in so many areas here at DCE. To only name a few, she supports our teachers during their PLC times, works with teachers in the classroom to support instructional practices, covers classrooms when we cannot get a substitute, plans professional learning for our teachers, and diligently worked with our technology department to ensure each 3-5 student had a Chromebook and each K-2 student had an iPad.
- xxvi. A little over a year ago, Chris Thomas transferred to our office to provide administrative support for Operations and Transportation. Chris' support has had a positive impact on our department. I won't list all the areas that Chris has enhanced since she joined our team for there are many. The net results are happier, better supported staff; more efficient and timely systems; and a better overall image of our operation. Jeff & Paul
- xxvii. Please consider Sandy Quintana for a School Board commendation. Sandy is in her 13th year driving one of our special needs school buses. As a special needs school bus driver she has a close relationship with her students and their parents. She is attentive to each of her students' unique needs. Sandy brings a positive attitude, compassion, and professionalism to her work here at DCG. Jeff Wolfe
- XXViii. Kudos to ELP, 3rd grade teachers and Elementary Principals for learning about our new CogAt online testing and watching videos and looking through resources and getting everything ready for our CogAt Screening. I appreciate your flexibility and willingness to make this happen! - Mary Jane Stites
- xxix. Thank you so much, Jeff Wolfe and Jana Arment, for your support with getting

our student to and from school each day and checking in with myself and with the family to see how you can help and support! It takes a village and we so appreciate your service to our families! - Mary Jane Stites

xxx. Sara Sonius, Scott Blum, Travis Donahue, AEA Team and Shawn -Thanks for creating and building and making things happen for our student! - Mary Jane Stites

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Written and Oral Communication - Next regular board meeting, Monday, January 25, 2021 (4th Monday)

# **ADJOURNMENT**

Doug Rants, Board President

Director Bejarno motioned, seconded by Director Hicok to adjourn. Time: 8:43 p.m.

Vote:	Doug Rants	yes
	Ronnie Wiedman	yes
	Kathie Hicok	yes
	Marco Bejarno	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Respectfully submitted,

Michelle R. Wearmouth Secretary to the Board

Approved in the meeting of:
January 25, 2021