

AGENDA
STATE BOARD OF EDUCATION
June 09, 2003

Auditorium, Department of Education Building

9:00 a.m.

Chair's Report – Shelby Hillman

Special Presentation: Plaques presented to retiring members of SBE – Shelby Hillman

Director's Report – Raymond Simon

Consent Agenda

- C – 1 Minutes – Teleconference May 1, 2003.
***Recommended action:** Approve the Minutes*
- C – 2 Minutes – May 12, 2003
***Recommended action:** Approve the Minutes*
- C – 3 Newly Employed, Promotions and Separations – Clemetta Hood
Information item only
***Recommended action:** No action required.*
- C – 4 Review of Loan & Bond Applications – Cindy Hedrick
State statutes require that the State Board of Education review and approve all requests for funds from the Revolving Loan Fund and commercial bond applications. Applications are pending from 1 district for revolving loans and 79 voted bond agreements. Each of these was reviewed and recommended for approval by the Department Review Committee.
***Recommended action:** Approve these requests.*
- C – 5 Commitment to Principles of Desegregation Settlement Agreement:
Report on the Execution of the Implementation Plan – Willie Morris
As part of the Agency's continuing obligation to the Pulaski County desegregation suit, the Board receives a monthly update of activities and events. Highlights of activities since the last report include: professional development for Early Literacy Training, a meeting of the Tri-District Professional Development Committee, and continued monitoring of district schools.
***Recommended action:** Receive this report.*
- C – 6 Declaration of Critical Academic Areas as Required by ACT 1146 of 2001,
Section 2(3)(A) – Dr. Bobbie Davis
Statutes require the State Board of Education to declare annually a list of critical academic shortage areas for which retired teachers can be hired and continue to draw full retirement should a suitable active employee not be available to fill that certified position.
***Recommended action:** Approve the list of critical academic shortage areas*

Report of Waivers to Act 1623 – Dr. Charity Smith
 for Longer than Thirty (30) Consecutive Days, Act 1623 – Dr. Charity Smith
 Act 1623 requires local school districts to secure a waiver when classrooms are staffed with unlicensed teachers for longer than 30 days. Waiver requests were received from 6 districts covering a total of 9 positions. These requests have been reviewed by Department staff and are recommended for approval.
Recommended action: Approve these waivers.

Action Agenda

- A-1 Request for Approval for Public Comment of the Revised Rules and Regulations for Distance Learning – Jim Boardman
Revision to current rules and regulations is required based on actions of the 2003 Arkansas General Assembly. Following the period of public comment, final Rules and Regulations will be submitted for Board Review and Approval in August.
Recommended action: Adopt these proposed Rules and Regulations for public comment.
- A-2 Request for Approval for Public Comment of the Proposed Rules and Regulations Governing Arkansas Comprehensive Testing, Assessment and Accountability Program and the Academic Distress Program– Janinne Riggs/Dr. Charles Watson/Dr. Charity Smith
Revision to current rules and regulations is required based on actions of the 2003 Arkansas General Assembly. Following the period of public comment, final Rules and Regulations will be submitted for Board Review and Approval in August.
Recommended action: Adopt these proposed Rules and Regulations for public comment.
- A-3 Request for Approval for Public Comment of the Proposed Rules and Regulations Governing the Arkansas Fiscal Assessment and Accountability Program – Patricia Martin
Revision to current rules and regulations is required based on actions of the 2003 Arkansas General Assembly. Following the period of public comment, final Rules and Regulations will be submitted for Board Review and Approval in August.
Recommended action: Adopt these proposed Rules and Regulations for public comment.
- A-4 Review and Approval for Public Comment of Proposed Rules and Regulations Governing the Guidelines, Procedures, and Enforcement of the Arkansas Public School Choice Act – Scott Smith
Revision to current rules and regulations is required based on actions of the 2003 Arkansas General Assembly. Following the period of public comment, final Rules and Regulations will be submitted for Board Review and Approval in August.
Recommended action: Adopt these proposed Rules and Regulations for public comment.

- A - 5 Request for Approval for Public Comment of Sanctions Imposed in Public Schools/Public School Districts for Failure to Meet Standards for Accreditation – Dr. Charity Smith
Revision to current rules and regulations is required based on actions of the 2003 Arkansas General Assembly. Following the period of public comment, final Rules and Regulations will be submitted for Board Review and Approval in August.
Recommended action: Adopt these proposed Rules and Regulations for public comment.
- A - 6 Funding recommendations for the Arkansas Better Chance programs for July 2003 to June 2004 – Janie Huddleston
The State Board of Education reviews and approves grant and program recommendations from the Arkansas Better Chance (ABC) Program. The list of recommended programs has been reviewed by the ABC staff and determined to meet eligibility criteria for funding. Funds to support these programs are from the Public School Fund and the "Beer Excise Tax" – Act 1841 of 2001.
Recommended action: Approve these recommendations.
- A - 7 Policy Pursuant to Review and Approval of Waiver of Student/Teacher Interaction Days – Dr. Charity Smith and Annette Barnes
Following a review of requests for waiver by local school districts pursuant to meeting the required 178 student/teacher interaction days, the Board requested that consideration be given to a policy statement that would inform local schools of expectations of the Board. A draft policy was submitted for Board review and action at the May 12, 2002 meeting. The Board requested revision to the proposed draft, which is submitted for consideration.
Recommended action: Review and consider for adoption as Board policy.
- A - 8 Request by Huntsville School District and Rogers School District to Adjust Boundary Lines – Scott Smith
Removed from this agenda per Scott Smith.
- A - 9 Discussion of the State Operating Budget and the Public School Fund Budget and for FY2004 – John Kunkel
Each year the Board is required to review and approve the Public School Fund Budget and the Operating Budget for the Department of Education.
Recommended action: Adopt the budgets.
- A - 10 Amendment to Charter for FOCUS Learning Academy – Mike Scoles
On December 9, 2002, the Board approved the Charter proposal from FOCUS Learning Academy. At that time final determination of a facility for the school had not been confirmed. Contractual arrangements have been made for lease of a building that has been used as an educational facility by a church. The facility has been evaluated by ADE staff and deemed acceptable as an instructional site for this Charter School.
Recommended action: Approve this proposal for a facility for FOCUS Learning Academy.
- A - 11 License Denial: Scott Dunn – Scott Smith
In response to the request for an initial teaching license, the Department requested a response. That response indicated a felony conviction. The candidate

A – 12

Request from Jacksonville Area Residents to Detach from County Special School District – Scott Smith

On May 16, 2003, the Department of Education received 190 petition forms containing various signatures requesting to form an independent school district in northeast Pulaski County by detachment from the Pulaski County Special School District. A.C.A. § 6-13-1504 requires the Board to hold a hearing on the validity of the petition no later than 30 days after the Board receives the petition for detachment. A.C.A. § 6-13-1504 requires the petition to contain a feasibility study which contains information concerning the purpose of the petition, a plat or map of the proposed new district area, a feasibility study detailing the ability of the group to operate the new district, the tax base, debt service and division of assets of the new proposed district and the petition must be signed by at least 10% of the registered voters from the area of proposed detachment. The Department requested an opinion from the Attorney General on May 19, 2003, on the effects of the proposed detachment on desegregation. On May 23, 2003, the Department requested that the Pulaski County Circuit Clerk's office certify that the petitions meet the requirements for detachment.

Recommended action: It is recommended that the Board determine the validity of the proposed detachment pursuant to A.C.A. § 6-13-1500 et seq.

A – 13

Review of Appeals of Fiscal Distress 2004 – Patricia Martin

a. Oark School District

At the May 12, 2002 Board meeting, Oark School District was classified as Phase I Fiscal Distress. This District has properly filed an appeal of this decision.

Recommended action: Hear the appeal and act on information presented.

b. Lakeside School District (Garland County)

At the May 12, 2002 Board meeting, Lakeside School District was classified as Phase I Fiscal Distress. This District has properly filed an appeal of this decision.

Recommended action: Hear the appeal and act on information presented.

A – 14

Election of officers for the 2003 – 2004 year – Luke Gordy

State Board of Education Operating Guidelines provide for election of officers for the fiscal year at the June meeting. A Nominating Committee was named and made its report at the May 12, 2002, meeting. Additional nominations may be made in keeping with the Operating Guidelines.

Recommended action: Elect a slate of officers for 2003-2004.

Minutes
STATE BOARD OF EDUCATION
Monday, June 09, 2003

The State Board of Education met on Monday, June 09, 2003, in the Auditorium of the State Education Building. Shelby Hillman, Chairman, called the meeting to order at 9:00 a.m.

The following members were present: Shelby Hillman; Chairman; Robert Hackler, Luke Gordy; Peggy Jeffries, Dr. Calvin King; Lewis Thompson, Jr.; and Dr. Jeanna Westmoreland.

The following members were absent: JoNell Caldwell, MaryJane Rebick

Special Presentation

Ms. Hillman recognized the service on the State Board of Education of Lewis Thompson, Jr. and Peggy Jeffries by reading a resolution and presenting a plaque. On June 30, 2003, the term of each expires.

Director's Report

Mr. Simon expressed appreciation to Ms. Jeffries and Mr. Thompson for their service on the Board. He noted that each had been willing to spend time working through issues presented to the Board, were open to dialogue, and expressed opinions that contributed to the overall decisions. He commended these Board members for being willing to work in the public eye and make decisions, even when the options were difficult and unpopular. He noted that these Board members as well as the entire Board had given of their time with minimal, and often no, compensation for their work and time spent.

Consent Agenda

Mr. Hackler moved approval of the Consent Agenda as published. Dr. King seconded the motion. The motion was adopted unanimously.

Minutes – Teleconference – May 1, 2003

Minutes – Regular Meeting – May 12, 2003

Newly Employed, Promotions and Separations

Review of Loan and Bond Applications

Commitment to Principles of Desegregation Settlement Agreement: Report on the Execution of the Implementation Plan

Action Agenda

Request for Approval for Public Comment of the Revised Rules and Regulations for Distance Learning

Jim Boardman was recognized to present this item. Mr. Boardman informed the Board that a major revision of these rules and regulations is necessary in view of actions of the General Assembly. He further noted that a public hearing would be conducted to get comment for these revisions as well as written response to proposed revisions.

Mr. Hackler asked for clarification of Section 10.02.1 under the condition that a qualified teacher might be employed and in place, but resigns after the set date in that section. He wanted to know if that district could avail itself of distance learning programs. Mr. Boardman assured Mr. Hackler and the Board that it was his intent that programs managed under the technology unit would be flexible enough to meet the emergency needs of districts. He vowed to seek strategies and make programs flexible so that districts could use technology delivery to provide courses when necessary.

Ms. Jeffries questioned the ability of the Department to remove funds from the Public School Fund and use those resources to support technology delivery of instruction. Mr. Boardman responded that such actions were made possible by new legislation. He stated that these provisions are almost verbatim from the new legislation.

Mr. Hackler moved that these rules and regulations be approved for public comment. Ms. Jeffries seconded the motion. The motion was adopted unanimously.

Request for Approval for Public Comment of the Proposed Rules and Regulations Governing Arkansas Comprehensive Testing, Assessment and Accountability Program and the Academic Distress Program

Mr. Simon stated that this was one of three rules and regulations structured to meet the requirements of Act 1467 of 2003. Additionally, he noted that when adopted these would replace previously adopted documents for the Arkansas Comprehensive Testing, Assessment and Accountability Program (ACTAAP) and others. He noted to the Board that the final version of Act 1467 provides for assessments beyond the criterion-referenced tests already in place. Mr. Simon

Mr. Gordy observed that several months ago the Board adopted a policy that would require school administrators to engage in professional development in data disaggregation, curriculum alignment, and instructional management. He did not see this requirement included under the professional development and requested that it be added.

Dr. King inquired as to how schools currently in academic distress would be transitioned into this new system. He wanted assurance that no school was to be excused for failure to meet standards or to make expected progress while a new system of accountability was being implemented. Mr. Simon responded that the system of accountability is more rigorous and has a much shorter time line than the previous policies adopted by the Board. This proposed system outlines a number of options available to the Board for almost immediate action with these schools, not several years hence.

Mr. Hackler inquired about the idea of "starting point" for adequate yearly progress. Janinne Riggs responded with an explanation of computing the starting point and a model for determining progress each year of the new system through 2013-2014.

Mr. Gordy moved approval for public comment, as amended, for administrator professional development. Dr. King seconded the motion. The motion was adopted unanimously.

Request for Approval for Public Comment of the Proposed Rules and Regulations Governing the Arkansas Fiscal Assessment and Accountability Program

Mr. Simon noted that these proposed revisions seek to provide a more structured approach to moving districts through the fiscal distress condition. He noted that much emphasis in Act 1467 of 2003 seeks to clarify and establish a more valid approach to identification of a district as fiscally distressed.

Mr. Hackler moved approval for public comment. Mr. Gordy seconded the motion.

Ms. Jeffries inquired as to what type of a precedent would be set if the State Board were in a position to oversee the work of an elected local board of education. Scott Smith indicated that there was some precedent for establishing such policy especially when improper conduct or similar condition was observed.

The motion was adopted unanimously.

Review and Approval for Public Comment of Proposed Rules and Regulations Governing the Guidelines, Procedures, and Enforcement of the Arkansas Public School Choice Act

Scott Smith was recognized to present this item. Mr. Smith stated that the school choice options were modified by action of the General Assembly. This action provides for more options for students and their families – even options between districts. He noted that one of the major changes would be the option of a receiving district to provide transportation for incoming students.

Ms. Jeffries moved adoption of these proposed rules and regulations for public comment. Mr. Thompson seconded the motion. Mr. Gordy spoke in support of choice options for students and expressed the desire for these and other options to make the educational delivery system in Arkansas more attractive and accountable.

The motion was adopted unanimously.

Request for Approval for Public Comment of Sanctions Imposed in Public Schools/Public School Districts for Failure to Meet Standards for Accreditation

Mr. Simon indicated that the standards for public schools, as described in this document, are not an increase in the requirements. This document is intended to clarify issues of accountability and outline clearly sanctions that are to be imposed on schools or school districts that fail to meet standards. Mr. Simon noted that the proposed changes in professional development requirements for administrators, adopted earlier, will also apply in this document as well. Such changes will be included before they are released. He also pointed out that sanctions such as academic distress apply to districts only, but some policies will apply to schools. A major change is that no school shall be out of compliance for more than two (2) consecutive years without one or more of the Board's sanction options being invoked. This document provides the Board some options for acting when schools fail to meet standards. This is a new condition reinstated to the Board with new legislation.

Mr. Simon noted that meeting standards has nothing to do with school district size or directly with numbers of students; but it is the capacity of the school to meet the standards.

Mr. Gordy questioned the wisdom of maintaining the 38 units of credit standard when all the advisory groups were advising that the 38 units are inadequate to make a rich curriculum. Mr. Simon reminded the Board that at a previous meeting, the Board adopted a resolution that would assure schools that the

Mr. Hackler questioned if the number of units as outlined in the standards was accurate at 38. After scanning the list, it was determined that language included in the career and workforce content clusters was incorrectly reported. Annette Barnes will see that the original language is restored with the total number of units being 38.

Mr. Gordy moved that the proposed rules and regulations be approved for public comment, as amended, to include provision for administrator professional development, technical language as discussed, and clarification of the number of vocational courses required. Mr. Thompson seconded the motion. The motion was adopted unanimously.

Funding Recommendations for the Arkansas Better Chance Programs for July 2003 to June 2004

Janie Huddleston was recognized to present this item. Ms. Huddleston reminded the Board that her agency submits a request for proposals and the recommendations are based on review of proposals received. Each proposal is to support an initiative for pre- school students. Funds are available from a continuation of the beer tax and a small amount of state funds.

Ms. Jeffries questioned why some funds went to support Head Start programs. It was her understanding that all Head Start programs were funded with federal funds. Ms. Huddleston responded that many Head Start programs are federally funded, but some districts opt for Head Start programs for which there are no federal funds available. Ms. Jeffries asked what was the advantage of having state-funded programs that duplicate federally funded programs. Ms. Huddleston stated that not all students can be served with only state funds and this is a way to serve additional students.

Mr. Gordy moved approval of the funding recommendations. Mr. Hackler seconded the motion. The motion was adopted unanimously.

Policy Pursuant to the Review and Approval of Waiver of Student/Teacher Interaction Days

Dr. Charity Smith was recognized for this item. Dr. Smith stated that the proposed policy was a revision of the submission from the May 12, 2003 Board meeting with the requested changes.

Mr. Hackler asked for clarification of the intent of the policy. He inquired if the policy would require every school district to build a school calendar that included snow days. Dr. Smith responded that the policy would only affect those districts

weather cause the school district to close and the district were to ask for waiver of the total number of days to be in session.

Mr. Thompson moved adoption of the proposed policy. Dr. King seconded the motion. The motion was adopted unanimously.

Request by Huntsville School District and Rogers School District to Adjust Boundary Lines

This item was removed from the Action Agenda.

Discussion of the State Operating Budget and Public School Fund Budget for FY-2004

John Kunkel was recognized to present this item. Mr. Kunkel stated that the normal budget process is to present a proposed State Operating Budget and Public School Fund Budget for approval at the June Meeting. He indicated completing the budget process this year has been very difficult, given the number of budget cuts that have resulted from revenue shortfalls during the past year. He noted that salaries are a major item in the Operating Budget. Projected raises of 2.7% were adopted by the General Assembly, but funds to pay those raises cause severe cuts in other line items. He also noted that Operating Fund projected revenue for 2003-2004 is \$600,000 less than it was in 1999. Mr. Kunkel indicated that one cost-saving measure would be to eliminate out-of-state travel paid from the Operating Fund until a revenue pattern is established.

Mr. Gordy moved approval of the Operating Fund Budget as proposed. Dr. King seconded the motion. The motion was adopted unanimously.

Mr. Kunkel reported that the Public School Fund Budget was the single largest item in state government. Starting in 2003-2004, it is projected to be \$500,000 less than it was for the previous year. A number of external factors impact this Budget as did actions of the Legislature during their regular session earlier this spring.

Mr. Gordy inquired as to the impact of the injunction from Sebastian County on the use of Equalization Funds to the overall budget and to the actions taken by the Board on May 12. Mr. Kunkel indicated it was too early to know, but a hearing was proposed for later in the week. Mr. Gordy also asked about the impact of these decisions on the obligations due to the Pulaski County desegregation costs. Mr. Kunkel responded that it was too early to tell.

Dr. King noted that libraries received no funding in this budget. Mr. Kunkel

Mr. Kunkel suggested that this budget may be a “stop-gap” measure until later in September after the proposed special session.

Dr. King inquired about possible increases in funding in response to the Lake View decision and the pending special session in September. Mr. Simon noted that to achieve the goals of these situations, the entire funding formula may have to be rewritten with additional revenue as well.

Dr. King moved adoption of the proposed Public School Fund Budget as presented. Mr. Hackler seconded the motion. The motion was adopted unanimously.

Amendment to Charter for FOCUS Learning Academy

Dr. Mike Scoles was recognized for this presentation. Dr. Scoles reported that the developer of FOCUS Learning Academy had presented a new proposal for facilities since earlier projections were not realized. Dr. Scoles indicated that this new facility was part of a church in Conway. He reported that it was inspected by Dave Floyd, ADE School Plant Specialist, who declared it met minimum code when it was originally constructed. Dr. Scoles reported that FOCUS has a long-term lease agreement, which is less costly than the original proposal.

Mr. Floyd reported that the building was originally built to serve as an educational facility and thus met education code at the time of construction. Rooms are spacious, the building itself is handicapped accessible, but some rest rooms will not meet current standards for accessibility. He did recommend that one area of the campus not be used for playground space due to safety considerations. Dr. Scoles has affirmation that there is sufficient playground space without using that area of the campus.

Mr. Hackler moved approval of the revision to the contract. Mr. Gordy seconded the motion. The motion was adopted unanimously.

License Denial: Scott Dunn

Scott Smith reported that Scott Dunn requested a teaching license in December of 2001. The routine background check revealed a felony conviction. Mr. Smith indicated that the candidate reported that he had requested that the record be expunged. There is no indication that such action ever occurred. Mr. Dunn was informed that under the conditions, no license could be issued. He was contacted and informed that a recommendation would be made to the State Board of Education denying his application for an Arkansas teaching license. Mr. Smith indicated that there had been no response from Mr. Dunn. Mr. Dunn was

Dr. King moved that the request for license be permanently denied. Ms. Jeffries seconded the motion. The motion was adopted unanimously.

Request from Jacksonville Area Residents to Detach from the Pulaski County Special School District

Scott Smith requested that the Board adopt a revised procedure for hearing this issue. There would be an initial presentation by each of the parties not to exceed 20 minutes, followed by rebuttal of 5 minutes each. This would be followed by questions from the Board and statements from members of the public who registered to speak on this issue with statements limited to 5 minutes. Ms. Jeffries moved adoption of this process. Mr. Hackler seconded the motion. The motion was adopted unanimously.

The proceedings of this hearing are reported under separate cover. This report includes a full-text transcription by a court recorder.

Review of Appeals of Fiscal Distress 2004 - Oark School District

Patricia Martin presented a recap of actions taken in the May meeting pursuant to designation of the Oark School District in Phase I of Fiscal Distress. She stated that the primary factor was a continuing declining balance, which places the district in a fiscally unstable condition.

Estel Grigg, Superintendent of Oark School District, was recognized to present any new information. Mr. Grigg reminded the Board that the Oark District is located in an isolated area of the state and serves a sparsely populated area, both of which contribute to high per pupil transportation costs. He noted that over the past two years revenues have declined, isolated funds have been reduced, and various federal funds are reduced due to population declines and other funding factors. Mr. Grigg also reported the difficulty of budgeting given the flux of budget cuts and the timing of those cuts. He pointed out that it is his practice to over-project expenses and hopefully under-project revenue so that there will be balances at the end of a budget cycle. That has been increasingly difficult and has led to what he referred to as fiscal aggravation.

Mr. Grigg reported that he has \$327,000 reserve in the bank that is earmarked for a new building. He is reluctant to commit those funds due to funding instability. He stated that the State would have few, if any, options should it seek to close the district. Mr. Grigg admitted that this winter and spring he devoted more time to state-level issues and concerns than he did to managing his district. He serves as a representative of small-rural districts to several state-level committees and functions. These obligations have detracted from his attention to

Ms. Jeffries noted it appears that the Department has managed the fiscal distress requirements equitably across the state. The staff is following the rules and regulations and is fulfilling the Board's requirements. She continued that districts with small budgets have less flexibility and experience more difficulty in managing cuts than the larger districts.

Mr. Gordy expressed sympathy for the district; however, he believes there is a legislative mandate for the Board to act under certain conditions. Fiscal distress and the issue of continual declining balances of a district fall under of those conditions. He asked if the reason for a declining balance over the three-year period made a difference in the recommendation. Ms. Martin indicated that the bottom line was the ultimate concern for the decision.

Mr. Grigg stated that he believes he is being singled out and it is personal because he did not respond to requests for information in a more timely manner. He stated he simply decided to wait for the appeal to provide some of the information requested.

Ms. Hillman responded to Mr. Grigg that the action of the Board should not be considered personal, but a response to a documented condition that exists.

Mr. Gordy moved that the appeal be denied and the Fiscal Distress Phase 1 stand. Dr. King seconded the motion. The motion was adopted on a 5 to 1 vote. (Jeffries voted no.)

Review of Appeals of Fiscal Distress 2004 – Lakeside School District Garland County

Ms. Martin indicated that this district reported that it would appeal the Phase 1 Fiscal Distress designation; but district officials were not present to provide additional information.

Mr. Hackler moved that the appeal be denied. Dr. Westmoreland seconded the motion. The motion was adopted unanimously.

Election of officers for the 2003 – 2004 year

Luke Gordy, chair of the Nominating Committee, reminded the Board that the slate of officers for 2003-2004 recommended the election of JoNell Caldwell as Chairman and Shelby Hillman as Vice-Chairman. He asked for other nominations. Mr. Gordy moved election of this slate. Dr. King seconded the motion. The motion was adopted unanimously.

Other Business

Scott Smith reported that work was almost complete on a proposal that would annex the Witts Springs School District to the Marshall School District. Such action should be complete prior to July 1 for it to be effective for the 2003-2004 school year. Mr. Smith requested that the Board consider moving the date of the regularly scheduled meeting for July 14, 2003 to June 24, 2003. It would be possible for this meeting to be conducted via telephone conference call.

Mr. Gordy moved that the Agenda be amended to consider rescheduling of the July meeting. Dr. King seconded the motion. The motion was adopted unanimously.

Mr. Gordy moved that the July meeting be rescheduled to June 24, 2003 and that the meeting be conducted via telephone conference call. Dr. King seconded the motion. The motion was adopted unanimously.


Dr. Watson was instructed to make arrangements for rescheduling this meeting and setting up the conference call.

Mr. Gordy moved adjournment. Mr. Hackler seconded the motion. The motion was adopted unanimously.

The meeting adjourned at 1:45 p.m.

The Minutes were recorded and reported by Dr. Charles D. Watson.


Raymond Simon, Director


Shelby Hillman, Chair