

MILTON SCHOOL DISTRICT
FIRST SESSION
DELIBERATIVE SESSION MINUTES
Saturday, February 9, 2019

The Annual School Meeting was held on Saturday, February 9, 2019 beginning at 1PM at the Nute High School and Library Cafeteria Milton, New Hampshire. A total of 32 voters were in attendance.

Chris Jacobs, Pro Tempore School Moderator, declared the meeting in session at 1:00PM.

Those in attendance recited the Pledge of Allegiance.

Chris Jacobs, Pro Tempore School Moderator, introduced the following: School Board- Doug Shute- Chair, Margaret (Peg) Hurd, Paul Steer, Melissa Brown, Tammy Crandall- School District Clerk, Earl Sussman- School Superintendent, Nathan Castle- Business Administrator-excused, Jan Radowicz- Principal of Nute Middle/High School, John Safina- Principal of Milton Elementary School, Melissa Jean- Special Education Coordinator, Jen Leavitt- High School Assistant Principal, Tim Eldridge- Transportation Coordinator, Bob Adams- Facilities Director, Barbara Loughman, Esq.,- Legal Counsel, Budget Committee- Robert P. Carrier- Chairman, Thomas McDougall- Vice Chair, Erin Hutchings, Selectmen's Representative, Margaret (Peg) Hurd- School Board Representative, Justin Bellen- Water District Representative, Mark Currier, Tammy Smith, David Carpus, Larry Brown, Supervisors of the Checklist- Karen Brown and Brittney Leach.

The Pro Tempore School Moderator explained the rules under SB-2. He noted that there would be a Candidate's Forum for all candidates running for School District and Town Offices on Sunday, February 24, 2019 at 6:00PM at the Town Hall in the Selectmen's Chamber. He added that the Second Session of the Annual Meeting (Official Ballot Voting) will be held on March 12, 2019 at the Assembly of God Church, Milton, New Hampshire between the hours of 8AM and 7PM to vote by official ballot on Warrant Articles numbered 1 through 11.

The Pro Tempore School Moderator read Article 1: Election of Officers

To choose the following school district officers: A Moderator for the ensuing year, Chris Jacobs; a School District Clerk for the ensuing year, Tammy L. Crandall; a Treasurer for the ensuing year, Mackenzie Campbell; and two School Board Members for the ensuing three years, Melissa J. Brown, Emily Meehan, and Carter Wentworth Terry.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 1 on the second Session Ballot.

The Pro Tempore School Moderator read Article 2:

"Shall the Milton School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling ten million, four hundred ninety-seven thousand, nine dollars and sixty-six cents (\$10,497,009.66)? Should this article be defeated, the default budget shall be ten million, four hundred twenty-one thousand, two hundred seventy-six dollars and ninety-one cents (\$10,421,276.91), which is the same as last year, with certain adjustments required by previous action of the Milton School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40: 13, X and XVI, to take up the issue of a revised operating budget only?"

NOTE: Warrant article 2 (operating budget) does not include appropriations in any other warrant article. The total operating budget will be offset by federal grant revenues of three hundred thirty-nine thousand, one hundred thirty-seven dollars (\$339, 137) leaving a **net budget amount of ten million, one hundred fifty-seven thousand, eight hundred seventy-two dollars and sixty-six cents (\$10,157,872.66)** (RSA 32:5 III). **The amount of \$339,137 will not be raised by taxation.** This article does not include appropriations in any other warrant articles.

The School Board recommends this appropriation (5 - 0).

The Budget Committee recommends this appropriation (9 - 0).

D. Shute motioned to open the Warrant Article 2 for discussion. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator recognized Doug Shute to speak on the article. D. Shute- (See orange and yellow documents) There is a 2.2% increase over last year which is a \$0.49 increase per thousand. We went to great lengths as a board in order to get this figure correct. Usually the default budget is lower than the operating budget and they really changed the laws this year so several of us had to go through a great deal of training to get this figure correct. You can also speak with our school Attorney and the New Hampshire School Board Association as there's been a big change on determining the default budget. The default budget this year is \$76,732.75 lower than the operating budget.

D. Carpus- clarified that in specifying the summary page on the default budget, the bottom line that is listed at the projected increase is \$1.19, but should be \$1.02, the reason why is the Plow Truck and the Dodge Care Van, which are special warrant articles, don't fall under the default budget.

T. Gray motioned to close Warrant Article 2 for discussion. Seconded by K. Brown. Vote passed

T Gray motioned to restrict reconsideration. Seconded by K. Brown. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 2 on second session ballot as read.

The Pro Tempore School Moderator read Article 3:

"Shall the Milton School District vote to approve the cost items included in the Collective Bargaining Agreement reached between the Milton School Board and the Milton Education Association, which calls for the following increase in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Estimated Increase:

Year 2019-20 \$157,410.54

Year 2020-21 \$133,676.05

Year 2021-22 \$128,506.81

and further to raise and appropriate the sum of one hundred fifty-seven thousand, four hundred ten dollars and fifty-four cents (\$157,410.54) for the 2019-2020 school year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal school year?"

The School Board recommends this appropriation (4 - 0).

The Budget Committee recommends this appropriation (5 - 4).

P. Hurd motioned to open the Warrant Article 3 for discussion. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator recognized P. Hurd to speak on the article. P. Hurd- (See blue sheet) Milton is still low on the average salary scale for New Hampshire and yes, under Milton current salary schedules that they are correct and perhaps are not the best statistics to use, however it will give you an idea of where we are. There was a 2% plus Step movement for a \$117,734.15 increase in NH retirement cost, \$9,752.89 increase in FICA, \$434.71 increase in disability. Total of uncontrollable cost \$27,921.15, which is almost 18% of what we are asking for. Out of the \$157,410.54 there is 2% increase of the 56 teachers meaning 32 will move up on the step scale with an increase of 6%, 24 teachers do not move up on the step scale, they may have been in the district for 15 years or more, with only a 2% increase and only 3 teachers will move laterally with a 6% increase. They still have a CAP on insurance premiums with an increase in buyout, which is the same as others in the districts, and we added dependent care and Extra/Co-Curricular Stipend positions (i.e., Voice of Democracy, After School/Summer School Positions).

P. Hurd- The \$0.38 should not be a part of the default budget per what D. Carpus stated previously. Thomas McDougall- The estimated data increases are cumulative, don't get mis-led - all adds up at the end. H. Krete- The Budget committee said no, could we get some clarification as to why? B. Carrier- Voted for this because we need to keep these teachers here. If we get new ones they learn from the others. I have learned a lot from the School Board by participating in their meetings. M. Currier- I voted no as I received no information from the teachers until that night at the meeting. I did not have an opportunity to look it over, dissect it, or ask questions. H. Williams- Is there any COLA increases for them or is it separate, and this is the only increase, so they do not even get a cost of living increase? P. Hurd- No, this is it. E. Sussman- Sometimes there is a step increase, that's what Ms. Hurd was referring to. H. Williams- I understand the step increases, I was wondering if there was a COLA increase like there are with other positions. E. Sussman- No. L. Brown- Mark and I looked at the same information and came to different conclusions. I looked at it in terms of past history, thrust and direction of the teachers' contract, the amount of increase in that teachers' contract, and the basic idea of contract with the relationship between the teachers, school district, and the taxpayers in the community. I looked at it as their time in the school and was not worried about the \$0.03. I am not happy that they can't give you the answers while they are working on the contract. E. Sussman- A compelling point to make is the comparison by Peg every district defined on how to recruit and maintain staff. There are less and less folks going into this field. However, we have had people on staff for years without an increase. We want to recruit and maintain the best staff that we can. Again, the most compelling point is how we can compare and attract the best staff possible. D. Carpus- The reason I voted no was that the data was received at the last minute. However, in trying to understand how the School Board budget had increased in the last 5 years and trying to get an understanding of the numbers. L. McDougall- All for hiring teachers that have a good education and are going to teach our children well, but why are the test scores for our students so low?

K. Brown motioned to close Warrant Article 3 for discussion. Seconded by T. Gray. Vote passed.

K. Brown motioned to restrict reconsideration. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 3 on second session ballot as read.

The Pro Tempore School Moderator read Article 4:

"Shall the Milton School District vote to raise and appropriate the sum of five thousand dollars (\$5,000.00) to purchase library media for the Nute High School and Library?" This is a special warrant article appropriation.

The School Board recommends this appropriation (5 - 0).

The Budget Committee recommends this appropriation (8 - 1).

M. Brown motioned to open the Warrant Article 4 for discussion. Seconded by P. Hurd. Vote passed.

The Pro Tempore School Moderator recognized Melissa Brown to speak on the article. M. Brown- Every year we look to put \$5,000.00 for new books and media. This is not just for the benefit of our students, but for the public who is allowed to use our library services. Without that continued support, we can't access additional licenses, the books that everyone would like to read, and limits what our children and public have access to. Moderator- Is this a capital reserve fund or is this a spend what you get? M. Brown- Spend what you get, correct.

T. Gray motioned to close Warrant Article 4 for discussion. Seconded by H. Williams. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 4 on second session ballot as read.

The Pro Tempore School Moderator read Article 5:

"Shall the Milton School District vote to raise and appropriate the sum of forty thousand dollars (\$40,000.00) to purchase a maintenance plow truck for the Milton School District?" This is a special warrant article appropriation.

The School Board recommends this appropriation (5 - 0).

The Budget Committee does not recommend this appropriation (3 - 6).

P. Steer motioned to open the Warrant Article 5 for discussion. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator recognized Paul Steer to speak on the article. P. Steer- Truck is a replacement vehicle for a 2004 Chevy pick-up that we have right now that's already had the frame fixed once, transmission has already been rebuilt once, the gage cluster no longer works on the vehicle. This truck is 16 years old, if you average that out it is about \$2,500.00 dollars a year to run it. That includes all labor and includes everything else to run it other than fuel. We get our sand and salt at the same price that the Town gets it. We have also got 2 written and 1 oral estimate for plow services, all local, to contract it out at roughly \$2,500.00 per month, over a 6-month period totaling \$15,000.00. These numbers can go up or down based on the snow. I was asked why we can't get by with just one truck, well if we have a foot of snow and you try to clear out the entire school campus you will need more than a 2-hour delay.

H. Keter- Why can't we do something for a taxpayer, why not give it back to an individual in Milton who is willing to plow for \$2,500.00, it could help them. Paul- Once we buy the vehicle to be used 17-18 more years, we would not have to pay a contractor to do it, \$2,500.00 per year for 17 years is much less than the \$2,500.00 per month for 6-months. As for the question about the Town, it does not have enough time to clean up, salt and sand the schools and keep up with all the roads before school starts. T. McDougall- It seems that there is still

some doubt, could you tell us what level of service doing it ourselves versus having somebody coming in to do it in detail? B. Adams- Snow events cycle time is 7-hours, plus finishing and treating. Our average snow day for both schools, when it snows, consists of bringing crew in to shovel/snow blow, clear front entrances, salt and sand the building, clear out the kitchens so the staff can start them up. This also means that all staff needs to abide by the 2-hour delay so that we are able to plow the lots without vehicles in the way otherwise we need to get them moved. I primarily drive the 1-ton which has the sander on it, I am salaried, which means that we are not paying for a driver, as it is included in my pay. However, the other plow truck, we are paying someone. The Town is paying for 50% of the plowing. Paul- The truck does not sit for 9 months out of the year, it is also used as a multi-used vehicle and is used year-round (i.e. haul supplies, etc.). We have definitely gotten our money's worth. We did bring it up last year and it got declined. T. Long- We did not convince the Budget committee, why did the members of the committee vote no? T. Smith- I thought that maybe they would be able to find a used truck or was told that they may be able to move the plow frame to one of the other trucks. They definitely need a truck. H. Williams- I want to recognize that we do need a truck, the issue is the sticker shock. Why was it not in the budget planned out over time? This is going to happen with more and more vehicles, but if this had been done in 2004 it wouldn't be such a sticker shock. Why isn't there a plan in place to take a little bit of it each year and put it in a reserve fund? P. Steer- This was done last year, and also done in the past, to try to rotate these in a Capital Reserve fund for the school district vehicles and the Town said no, these vehicles are a separate entity from the schools and transportation, so they are not going to be put in. We tried but got denied. This is the only way we can do it right now. L. Brown- What you were hearing is what the Town was telling you all morning long, that if you set-up separate savings accounts, so-to-speak, if you set out for an orderly process for evaluating, giving priority and trying to keep your tax load even, in addition to your operating budget, you will keep your spikes low. The Planning Board is charged with being the CIP Committee. Now that the School Board will become more integrated with that process and we will across the board get better levelling of the discretionary tactics with our purchases. L. Noseworthy- Wasn't the last Care Van we bought out of the Trust Fund? T. Eldridge- Yes, that is correct. L. Noseworthy- We did use that money last year. P. Hayward- The Town does this already, they have found leasing vehicles are in the CIP and are planned out through the decades until it cycles out. D. Shute- At this time we are trying to get a hold of things, keeping things in the backs of our minds until after budget season, then we will work on it to help with our future planning.

T. Gray motioned to close Warrant Article 5 for discussion. Seconded by K. Brown. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by K. Brown. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 5 on second session ballot as read.

The Pro Tempore School Moderator read Article 6:

"Shall the Milton School District vote to raise and appropriate the sum of twenty-seven thousand dollars (\$27,000.00) to purchase a school transportation caravan for the Milton School District?" This is a special warrant article appropriation.

The School Board recommends this appropriation (5 - 0).

The Budget Committee recommends this appropriation (6 - 3).

P. Steer motioned to open the Warrant Article 6 for discussion. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator recognized P. Steer to speak on the article. P. Steer- Refer to orange paper. This paper discusses the types of vehicles, the year bought and the mileage. The opposite side tells you about the routes each one does daily. This Care Van is coming to the end of its life cycle. We do have a Capital Reserve set up for these vehicles, but if you look, we also have a full-sized bus coming up to which is that Freightliner with almost 200,000 miles. So, we are trying to get some of these spread out a little bit at a time. Once we get this van purchased it will keep it in line with the timeframes that we need to the Van replacements.

T. Gray motioned to close Warrant Article 6 for discussion. Seconded by H. Williams. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 6 on second session ballot as amended.

The Pro Tempore School Moderator read Article 7:

"Shall the Milton School District vote to raise and appropriate up to the sum of fifty thousand dollars (\$50,000) to be placed in the expendable trust fund for the education of educationally disabled children established in 2011, with such amount to be funded from the June 30, 2019 unreserved fund balance (surplus) available on July 1, 2019?"

The School Board recommends this appropriation (5 - 0).

The Budget Committee recommends this appropriation (6 - 3).

M. Brown motioned to open the Warrant Article 7 for discussion. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator recognized M. Brown to speak on the article. M. Brown- The Special education Trust Fund is vitally important to our community. It is impossible to plan the spending we will have in the next year, at any given time someone could move into our district that may need special services. The Federal Government does give out grants to help with this cost, but we need to come up with the cost first and then apply for the reimbursement which could take up to one year. Under the Individuals with Disabilities Act (IDEA) the federal government is supposed to pay up to 40% of the average pupil expenditure. Can't use grant money if a child is placed out of district. We can use grant money to try to maintain a child in district. An out of school district placement is approximately \$50,000.00 per year. Does not include if they need the residential piece for it. If there is, the cost will be over \$100,000.00 per year. This year we will be tapping into our budget and into our reserves. Over the last few years we were able to take it out of the surplus, there is no surplus. It is a Federal mandate that we educate every child, if we do not, we will not get the federal funding.

P. Steer- We do have a Trust Fund for this, we are planning for the future, but we do not know what is going to happen from day to day. We have our rainy-day fund and are trying to keep it up-to-date. C. Jacobs- It is very difficult to recognize that you have a Special Ed child and difficult to make all adjustments in your life for that child, the money was well spent. At one point we were asked to put her on Medicaid, we declined and today we have a daughter, you have a resident, that earns her keep, she works 40 hours a week, pays her car payment, her own rent and expenses and not a liability or a tax burden on the Town. Those dollars work to pay you back, to relieve society of the debt or burden for many, many years.

T. Gray motioned to close Warrant Article 7 for discussion. Seconded by H. Williams. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 7 on second session ballot as read.

The Pro Tempore School Moderator read Article 8:

"Shall the Milton School District vote to raise and appropriate up to the sum of sixty thousand dollars (\$60,000) to be placed in the Milton School District Building Maintenance Repair, Renovation and Capital Project Reserve Fund established in 2005 for the purpose of repairing and maintaining school buildings, with such amount to be funded from the June 30, 2019 unreserved fund balance (surplus) available on July 1, 2019?"

The School Board recommends this appropriation (5 - 0).

The Budget Committee recommends this appropriation (9 - 0).

P. Steer motioned to open the Warrant Article 8 for discussion. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator recognized Paul Steer to speak on the article. P. Steer- (See white sheet) This is to be taken out of the fund balance. We upped this to \$60,000.00 this year as we currently have, under pending payments, \$159,739.49 coming out this year which leaves us with a balance of \$11,912.19. These are due to unforeseen expenses like the buried oil tank, last year the oil alarm system pipes, the sump let go, that was an unforeseen expense, the Elementary School had a leaky pump underground. Things happen that we don't know about and would like to recover those funds spent over the past year.

T. Gray motioned to close Warrant Article 8 for discussion. Seconded by H. Williams. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 8 on second session ballot as read.

The Pro Tempore School Moderator read Article 9:

"Shall the Milton School District vote to create an expendable Utilities Trust Fund for the purpose of paying for increased utility costs, including water/sewer, telephones, heating fuel, transportation fuel, electricity, internet and fiber optics, because of an increase in rates and raise and appropriate up to the sum of twenty-five thousand dollars (\$25,000) to be placed in this fund, with such amount to be funded from the June 30, 2019 unreserved fund balance (surplus) available on July 1, 2019 and to name the school board as agents to expend this fund?"

The School Board recommends this appropriation (5 - 0).

The Budget Committee does not recommend this appropriation (3 - 6).

M. Brown motioned to open the Warrant Article 9 for discussion. Seconded by P. Steer. Vote passed.

The Pro Tempore School Moderator recognized M. Brown to speak on the article. M. Brown- We were hit hard last year with high utility costs over 30% and electricity approximately 20%. If we have money put in a Trust Fund, we are not getting hit at a major time. That way we can use it a little at a time.

D. Shute- Nate and I were recommended to go to a training with the State. At this training they recommended that we put this article in because we will be hit with an expense on telephones that was unforeseen. Like for example we have a lot of problems with computers, this is what this fund can be used for, it covers a broad range. P. Steer- Year to year we try to go based on the last 5 years to establish for the price of utilities/oil, etc., we try to take an average but if you have one incident that spikes and we are not going to be able to cover it. This is why we want to create a Trust fund to take care of these things. Since the Budget committee did not recommend this fund, I would like to see one person's reason why. T. McDougall- You are supposed to keep your utility costs the same as last year. If you go over your utility costs you need to look elsewhere to recover the costs. H. Williams- I agree with what Thomas says, there's a lot of things that have a reserve budget, but with the utilities there is a line item in your budget, and you are supposed to account for where the potential increases are and if there's a surplus somewhere else to tap into. Phones and computers fall under the Technologies Reserve Fund.

T. Gray motioned to close Warrant Article 9 for discussion. Seconded by H. Williams. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 9 on second session ballot as read.

The Pro Tempore School Moderator read Article 10:

"Shall the Milton School District vote to raise and appropriate up to the sum of twenty-five thousand (\$25,000) to be placed in the Milton School District Technology Expendable Trust Fund established in 2007, with such amount to be funded from the June 30, 2019 unreserved fund balance (surplus) available on July 1, 2019?"

The School Board recommends this appropriation (5 - 0).

The Budget Committee does not recommend this appropriation (4 - 5).

P. Hurd motioned to open the Warrant Article 8 for discussion. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator recognized Peg Hurd to speak on the article. P. Hurd- (See yellow sheet) Looking at the sheets you will see the number of laptops for MES - some are less than 5 years and those that are beyond 5 years old (which are actually closer to 10 years and dying). 9 of those computers were purchased through the Technology Trust Fund and the rest were through a Grant. We have been able to keep up with our technology through grants, however they are starting to dry up and run out. Nute is set up the same way except there are for the student's desktop computers, laptops and mac books, as well as laptops for the teachers, again some are less than 5 years old and some are older than 5 years old. The Middle School has not received new computers in the last 5 years. When the High School got the SIG Grant, they purchased a lot of computers and they passed the ones that were working down to the Middle School. I know that the budget committee did not approve this, but we need to keep up and replace computers, sustainability. I would like to ask if one of the budget committee members would like to explain why they said no.

Chris- I see a number of these articles under the Unreserve Fund Balance, how do you pick and choose which ones of these get funded? P. Steer- It goes in order of the Warrant Article. Moderator- Is that by law? B. Loughman- That is correct, it is a law. L. Brown- I voted for it. We are talking about price, programs that run on the device, and controlling the access that is coming into the device from the outside. P. Hurd- We also have a 3D printer. D. Carpus- I voted no, primarily it is because we were not provided and details with where the money was going in terms of how many computers at the time. There is a good chance that I would not have voted no if I had the information.

T. Gray motioned to close Warrant Article 10 for discussion. Seconded by H. Williams. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by H. Williams. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 10 on second session ballot as read.

The Pro Tempore School Moderator read Article 11:

"Are you in favor of changing the terms of the School District Clerk, Moderator and Treasurer from one year to three years, beginning with the terms of the school district clerk, moderator and treasurer to be elected at next year's regular school district meeting?"

The School Board recommends this warrant article (5 - 0).

D. Shute motioned to open the Warrant Article 11 for discussion. Seconded by T. Gray. Vote passed.

The Pro Tempore School Moderator recognized D. Shute to speak on the article. D. Shute- We can get rid of three things to vote for, a lot less paperwork, and they do not have to run every year.

P. Steer- on the flip side of that its less paperwork for us but it is also easier and more fluid when the School Board has a constant person there. L. Brown- If they are doing a good job, they will tend to get re-elected, it takes very little ink to put a person on the ballot.

T. Gray motioned to close Warrant Article 11 for discussion. Seconded by K. Brown. Vote passed.

T. Gray motioned to restrict reconsideration. Seconded by K. Brown. Vote passed.

The Pro Tempore School Moderator instructed the School District Clerk to place Warrant Article 11 on second session ballot as read.

T. Long motioned to adjourn this session.

The Pro Tempore School Moderator thanked everyone for coming out and declared the meeting adjourned at 2:52PM.

A true record, attest:

Tammy L. Crandall
School District Clerk