

Board of Education, Regular Meeting
Thursday, August 20, 2020

CALL TO ORDER:

A regular meeting of the Board of Education was held remotely via Google Meet and was called to order by President Raymond Parmarter at 6:30 p.m., with the following additional board members present: Brent Doane, Josh Soper, Hannah Murray, Michael Blake, Rebecca Lyon, and Nate Brace, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Josh Soper, seconded by Nate Brace, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Jeffrey Kisloski. At 6:32 p.m., CSE Chairperson Angela Holmes entered executive session to discuss the CSE/CPSE reports. Mrs. Holmes exited executive session at 6:35 p.m. Superintendent Jeffrey Kisloski exited executive session at 6:37 p.m.

RETURN TO REGULAR SESSION:

At 7:00 p.m., Michael Blake made a motion, seconded by Hannah Murray, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as: Superintendent Jeffrey Kisloski, Elementary Principal Kathryn Volpicelli, Director of Curriculum and Instruction Kimberleigh Nichols, Director of Transportation Holly Carling, CSE Chairperson Angela Holmes, Jr/Sr High School Principal Wayne Aman, Asst. Elementary Principal/Athletic Director Peter Ahart, Director of Transportation Bern Smith, School Business Official Sydney Wade, and Board Clerk Kathlyn Hinkle.

CSE/CPSE REPORTS APPROVED:

A motion was made by Michael Blake, seconded by Hannah Murray, to accept the CSE/CPSE reports, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Nate Brace, seconded by Brent Doane, to approve the minutes of the Regular/Reorganizational Meeting held on July 13, 2020, as presented. The motion carried unanimously.

School Business Official Sydney Wade presented her report to the Board.

Mrs. Wade provided the Board with the Treasurer's Report for January 2020 thru June 2020 to review.

Mrs. Wade updated the Board on the current grants.

The Title Funds allocations for 2020-2021 are \$194,369 for Title IA, \$29,481 for Title IIA, and \$15,342 for Title IV. Title IA funds support improving education for children from low-income families. Title IIA funds support professional development for teachers and district leaders. Title IV funds support providing students with a well-rounded education, supporting safe and healthy students, and supporting the effective use of technology. The allocations for 2020-2021 are slightly lower for Title IA and IIA, and slightly higher for Title IV. The grant applications are due August 31, 2020.

Mrs. Wade stated that she submitted the application for the 2020-2021 grant year for both IDEA funds in July. The District is allocated \$206,196 for Section 611 (supports Special Education in grades K-12) and \$8,270 for Section 619 (supports Special Education in PreK). The 611 allocation is about \$10,000 higher than 2019-2020, and the 619 allocation is slightly lower than last year. Mrs. Wade added that budgets were submitted in July and are currently pending approval.

Mrs. Wade stated that the permanent Universal PreK application is \$8,971 per student, up to a maximum of 36 students; the maximum allocation is \$322,956. However, for 2020-2021, it has been announced by the State that the State will withhold 20% of the grant revenue payment as a temporary solution to the State's budget issues, but withholding may become a cut for 2020-2021. The District has no indication that this will become a permanent cut to the PreK allocation going forward at this time. The State has just released the PreK application for 2020-2021 with the news of the 20% withholding. This grant application is due September 4, 2020. Mrs. Wade added that she has recently learned that the District's balance due from the State for the 2019-2020 PreK grant, which is \$161,478, will also be paid with the 20% withholding. This would be approximately \$32,000 that the District would not receive from the State for the 2019-2020 school year.

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Mrs. Wade updated the Board on the Winner's Circle grant. She stated that it looks as though there will be a follow-on grant from the Dyson Foundation, though she does not know at this time how much the amount will be.

Mrs. Wade added that the CARES (Coronavirus Aid, Relief, and Economic Security) Act grant is due September 4, 2020.

Mrs. Wade informed the Board of State Aid cuts. It was announced by NYSED on August 13, 2020, that the Division of Budget (DOB) issued the First Quarterly State Budget Financial Plan Update, which states that the DOB began withholding 20% of State Aid payments, including aid payments for General State Aid, BOCES Aid, Excess Cost Aid, Lottery Aid, and UPK Grant Revenue.

Hannah Murray asked Mrs. Wade if the cut to the PreK grant is part of what the Governor said would be cut. Mrs. Wade stated that it is part of the 20%. However, the withhold is not part of what districts had been told to prepare for during the budget process by the Governor's office, which was 2x the Pandemic Adjustment seen in the Executive Budget State Aid runs - \$430,680 for Candor. The 20% withhold of all State Aid is significantly more, and amounts to approximately \$2.4 million for Candor. Please note, the withhold has not been made a permanent cut, but we have already had 20% withheld from State Aid payments received in August 2020. Superintendent Kisloski added that currently the Governor has not cut any funds yet; he is just withholding them for now.

Mrs. Wade spoke of the ESSA Transparency Reporting. This is the District's first year to report for ESSA Budget Transparency. This data compares districts across the State on how much they have budgeted to spend per building, and on a per-student basis. This is due September 4, 2020.

Mrs. Wade updated the Board on the Independent Audit. The fieldwork starts on Monday, August 31, 2020, with the team from INSERO. Mrs. Wade will not provide the financials for June until the auditors have completed their work and issued their report and financial statements, as the numbers are currently subject to adjustment.

Mrs. Wade added that the Breakfast and Lunch waiver for the summer program is going to continue through the end of September for both schools.

WARRANTS ACCEPTED:

A motion was made by Nate Brace, seconded by Brent Doane, to accept the June 2020 and July 2020 Warrants as follows:

June 2020, as presented: General Fund #62, School Lunch Fund #31; Federal Fund #32; and Capital Fund #12.

July 2020, as presented: General Fund #5 and Federal Fund #1.

The motion carried unanimously.

RECOGNITION OF VISITORS:

President Parmarter acknowledged the visitor present at this time, Candor Chronicle reporter Sue Heavenrich.

CONSENT AGENDA:

Upon the recommendation of Superintendent Kisloski, a motion was made by Brent Doane, seconded by Josh Soper, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

Resignation/Retirement:

Accepted the resignation of **Joshua Wilcox** as the Assistant Football Coach, effective July 10, 2020, with regret.

Accepted the retirement of **Michael Rautine** as the Full-Time Bus Driver/Mechanic's Helper, effective September 30, 2020, with regret.

Recommended Appointments:

Approved the appointment of **Brittany Weber** as a Part-Time (0.4) Math 7-12 Teacher, effective September 1, 2020, with salary and benefits in accordance with the current Candor Faculty Association Contract.

Approved the Substitute Teachers List for 2020-2021 as presented, with salaries in accordance with the current Substitute Teacher Salary Schedule

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Approved the Non-Instructional Substitutes List for 2020-2021 as presented, with salaries in accordance with the current Non-Instructional Pay Schedule.

Approved the Bus Driver List for 2020-2021 as presented

Tax Warrant 2020-2021:

Approved the Tax Warrant 2020-2021 as follows:

“To the Collector of School Taxes of Candor Central School District, Tioga and Tompkins Counties, State of New York,

YOU ARE HEREBY COMMANDED:

1. To collect taxes in the total sum of \$5,907,866 (\$5,889,866 for the School Budget and \$18,000.00 for the Candor Free Library Association), in the same manner that collectors are authorized to collect town and county taxes.
2. To give notices in accordance with Section 1322 of the Real Property Tax Law.
3. To receive from each of the taxable corporations and natural persons on the attached tax list the sums shown thereon, or as much thereof as is voluntarily paid to you, during the period of September 1, 2020, through October 1, 2020, without penalty.
4. To collect during the period October 1, 2020, through October 31, 2020, the residue of the sums not paid, together with 2 percent interest penalty (24 percent per annum) as prescribed by Section 1328 of the Real Property Tax Law.
5. To return this warrant by November 15, 2020, and if any taxes on this tax list shall be unpaid as of October 31, 2020, you shall deliver to us an account thereof as prescribed by Section 1330 of the Real Property Tax Law.

This warrant is issued by authority of Article 13 of the Real Property Tax Law, and has the same force and effect as a warrant and tax list issued by the Board of Supervisors. It is effective immediately after it is properly signed by the majority of the members of the Board of Education.”

Donation Acceptance

Accepted the donation from the Candor Food Pantry (Resource Center of Candor), of \$1,700.00 to the Candor Central School District for the Summer 2020 Lunch Program.

Tenure Appointment:

Granted tenure to the following faculty members, effective September 1, 2020:

- Kristin Hodges, Elementary Teacher
- Ryan Meigs, Social Studies 7-12 Teacher
- Brittney Noble, Special Education Teacher
- Lucile Taylor, Elementary Teacher

Use of funds from Worker’s Compensation Reserve:

Accepted the following resolution:

“Whereas, the Candor Central School District has established a Worker’s Compensation Reserve Fund to finance retirement contributions payable to the NY State and Local Employees’ Retirement System; it is therefore

Resolved, upon recommendation of the Superintendent of Schools, that the sum of \$77,497 be transferred from the Worker’s Compensation Reserve Fund as of June 30, 2020, to the General Fund to cover the 2019-2020 premiums from the Tompkins Seneca Tioga Worker’s Compensation Board.”

Use of funds from Retirement Contribution Reserve Fund:

Accepted the following resolution:

“Whereas, the Candor Central School District has established a Retirement Contribution Reserve Fund to finance retirement contributions payable to the NY State and Local Employees’ Retirement System; it is therefore

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Resolved, upon recommendation of the Superintendent of Schools, that the sum of \$261,922 be transferred from the Retirement Contribution Reserve Fund as of June 30, 2020, to the General Fund to cover the 2019-2020 bill from the Local Employees' Retirement System."

New Textbook Purchase:

Approved the purchase of the following textbooks:

Rooted in Reading - Supplemental Texts (as presented)

Publisher: Various

Price: Approximately \$1,336.45

To be used in Second Grade classrooms.

GST BOCES Cafeteria Supply Bids Participation Resolution:

Approved the following resolution for Candor Central School to participate in the GST BOCES Food Services Cafeteria Supply Bids for the 2020-2021 school year, including milk, ice cream:

"WHEREAS,

It is a plan of a number of public school districts in the Greater Southern Tier (GST) BOCES Area in New York, to bid jointly, cafeteria supplies including the following items on the following dates:

Meat and Grocery (NOI/FFS) – July 8, 2020, December 9, 2020 and December 9, 2020 for summer prime vendor award.

Equipment – February 10, 2021

Produce – weekly throughout the year

Paper – July 8, 2020, January 20, 2021

Ice Cream – May 5, 2021

Milk – May 5, 2021

Bread – June 2, 2021

WHEREAS,

The School District named below is desirous of participating with other districts in the GST BOCES area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The School District named below wishes to appoint a committee made up of participating schools to assume responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding bids to the lowest bidder who meets the specifications, reporting the results to the schools, and where applicable providing the procurement plan for the School Food Authority; therefore;

BE IT RESOLVED,

That the Board of Education of the School District listed below hereby appoints the GST BOCES to represent it in all matters relating above, and

BE IT FURTHER RESOLVED,

That the Board of Education of the School District listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the School District listed below agrees to (1) assume its equitable share of the costs of Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendation of the committee."

The motion for all consent agenda items was unanimous.

Administrator Reports:

Jr/Sr High School Principal Wayne Aman summarized his report to the Board.

Mr. Aman stated that the High School schedule has been modified to significantly reduce traffic throughout the building and promote social distancing as much as possible. Clear expectations will be provided on the first day of school, and faculty and staff will be diligent in enforcing these expectations. There will be a zero-tolerance policy in regards to wearing face masks; students have to wear them. For students who are choosing remote learning, a faculty liaison will be assigned for daily check-ins to take attendance and make sure they are staying on task.

Mr. Aman informed the Board that the District will not be sharing programs with Spencer-VanEtten this year to reduce the risk of exposure between districts, with the exception of S-VE students at Candor's Alternate School. There also will not be clubs or extracurricular activities until COVID concerns subside.

Mr. Aman stated that the High School will offer more TC3 Concurrent enrollment courses within the classrooms this year. Ryan Meigs has been approved to teach History 101/102 (US History) and POSC 103 (PIG), Amy Monahan has been approved to teach ART 115 (Painting I), Carl Kanoff has been approved to teach History 111 (World History), and Lindsey Lennon has been approved to teach English 100 (Introductory level English). These are in addition to the already extensive menu of concurrent enrollment courses.

Elementary Principal Kathryn Volpicelli presented her report to the Board.

Mrs. Volpicelli updated the Board on Kindergarten registration. On August 13, the Elementary welcomed ten new Kindergartners and their families. Visits were scheduled in small groups to follow social distancing procedures and practice some of the new protocols that will be in place in the Fall. The new group will be combined with those that were in PreK for the 2019-2020 school year to make up the Kindergarten classes for this year. Although registration is usually held in the Spring, teachers found many benefits of conducting screenings closer to the start of the school year. They especially enjoyed the opportunity to have more involvement in the process. Danielle Banks, Occupational Therapist, and Rana Anderson, Speech Therapist, joined the teachers to conduct the student screenings (DIAL-4), while the parents attended a brief informational session and finished up paperwork with the office staff and school nurse.

Mrs. Volpicelli informed the Board on the status of the Pre-Kindergarten program. She stated that funding from New York State for the District's two PreK classrooms is still questionable. After much deliberation and considering many different options, the District has decided to maintain one PreK classroom. Nicole Hubbard will continue to teach PreK, and Sara Loomis will move into a different classroom position. Mrs. Volpicelli stated that she appreciates Mrs. Hubbard's and Mrs. Loomis's professionalism and respect for one another as this decision was made.

At this time, the District has a handful of PreK families who have either opted for remote learning or decided to wait a year and enroll their children next year. They will know soon if they need to place any students on a waitlist or if they are able to enroll all interested students. The PreK class will follow the A.M./P.M. cohort schedule. PreK registration has been scheduled for August 24th and 31st. The process mirrors Kindergarten Registration (screening, informational session, and paperwork).

Mrs. Volpicelli thanked the Board of Education, and Superintendent Jeffrey Kisloski, for their support in maintaining one of the PreK classrooms with the hopes of having the funding to expand the program again in the future.

Mrs. Volpicelli stated that based on the initial survey, it appears that the Elementary will need a remote learning teacher for each grade level. Once they receive the final survey results, in-person classes will be balanced out and broken into A.M. and P.M. cohorts. In the meantime, they plan to meet with grade-level teams to discuss who would be the best teacher to take on the role of a remote learning teacher.

Josh Soper asked Mrs. Volpicelli if they have had a hard time getting the teachers to offer to be the remote teacher. Mrs. Volpicelli stated that they have not; the teachers have really stepped up to the plate; a few were even excited about it.

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Mrs. Volpicelli informed the Board of the planned Cohorts. As schedules are created, they have kept the importance of limiting interactions between groups of children and adults at the forefront of their minds. In PreK through Fourth Grade, one classroom teacher will be with their cohort of children all day. In grades five and six, classes typically rotate to three different teachers throughout the day.

They are currently having conversations with the teachers to develop the best way to limit exposure and provide quality instruction to all students.

Mrs. Volpicelli thanked the Board, administrators, teachers, and parents for the support and patience as everyone continues to work on developing the very best plan to welcome students back in the safest way possible.

Assistant Elementary Principal/Athletic Director Peter Ahart's report to the Board.

Mr. Ahart informed the Board that NYSPHSAA voted to delay the official start date of the Fall 2020 sports season, cancel Fall 2020 Regional and State Championships, and prepare to implement a condensed season schedule in January 2021, if high school sports remain prohibited throughout 2020 due to COVID-19. This decision also includes the following:

- Waive seven-day practice rule
- Maintain current practice requirements
- Encourage geographic scheduling for games & contests

The Condensed Season plan would entail the following, with the dates and sports offered to be tentative.

Season I (Winter Sports) Dates: Jan. 4-Mar. 13

- basketball (girls & boys), bowling (girls & boys), wrestling, and competitive cheer

Season II (Fall Sports) Dates: Mar. 1-May 8

- football, cross country (girls & boys), field hockey, soccer (girls & boys), and volleyball

Season III (Spring Sports) Dates: Apr. 5-Jun. 12

- baseball, softball, golf (girls & boys), and outdoor track & field (girls & boys)

Mr. Ahart stated that signups for the fall sports season starts August 21, for a season start date of September 21, but he does not foresee that happening. Mr. Ahart added that there might be a possibility that they will change the seasons to eight-week seasons so that they don't overlap. Mr. Ahart stated that there are currently two coaching vacancies that need to be filled, Field Hockey and Assistant Football.

Nate Brace asked Mr. Ahart if the District will discontinue the SVEC merging for 2020-2021. Mr. Ahart said that the numbers are not high enough to do that, but it has been discussed.

Mr. Ahart spoke of the issue with student-athletes working out on campus. Governor Cuomo has prohibited it, but Mr. Ahart and Mr. Aman want to petition the Governor to change that.

Mr. Ahart updated the Board on the Academic Accountability Program (AAP). Any student participating in an extracurricular activity has to follow the AAP. This program ensures that an education first priority is upheld by the student-athletes. This program is designed to keep players in the game if they are working hard in the classroom. Mr. Ahart has received a lot of feedback from coaches throughout this year regarding the current AAP. In response to that feedback, the department has put together an AAP Panel to reevaluate, receive further feedback, and review the current AAP. There are nine faculty members on the panel, including coaches, high school teachers (who are not coaches), mental health staff, Mr. Aman, and Mr. Ahart.

Mr. Ahart informed the Board of a student being chosen for the Student-Athlete Advisory Committee (SAAC). Congratulations to Shelby Swartz for being chosen as the newest member of the SAAC. The SAAC was developed by NYSPHSAA to give student-athletes a voice. Over the course of the school year, the committee will discuss topics relevant to high school student-athletes and develop ways to maintain a positive athletic experience. This year the committee will continue to promote the mental health initiative. Each committee member is expected to exemplify leadership while providing feedback on NYSPHSAA special programs. Shelby was one of eleven new members selected throughout the State (95 applicants applied).

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CSE Chairperson Angela Holmes reported to the Board.

Mrs. Holmes informed the Board that the Special Education department had their own question and answer presentation for the parents. She added that caseloads will be finalized the following week and that the department still has a lot of work ahead.

Director of Curriculum and Instruction Kimberleigh Nichols presented her report to the Board.

Mrs. Nichols informed the Board of the Summer Professional Development. The District offered two days of summer professional development this year, held August 5th and 6th. Fifty teachers participated. The content focus was on Remote Learning Best Practices and providing an environment to practice and model expected health and safety protocols.

The following protocols were practiced over the course of the two days:

- Participants were assigned to a PD cohort (based on grade level[s] taught)
- Each cohort was assigned to a room in the Jr-Sr High School
- Presenters traveled to the classrooms
- Smaller cohorts allowed for the required social distancing
- All participants were expected to wear a mask when in transit and when social distancing was not possible
- Participants were expected to complete a daily health screening questionnaire via Google Forms

The following topics were addressed during hour-long sessions:

- “Creating the Online Class Environment” facilitated by Katie Volpicelli and Wayne Aman
- “Creating Engaging Content” presented by Matt O’Donnell, TST BOCES Technology Integration Specialist
- “Promoting Online Discussions” presented by Matt Gelder
- “Assessment & Feedback” presented by Kim Nichols
- “Google Classroom” presented by Matt Gelder
- “Schoology” presented by Ben Taylor
- “SeeSaw” presented by Wendy Bruttomesso
- “Independent ChoiceBoard of Technology Tools” created by Matt Gelder

Mrs. Nichols stated that throughout all of the professional development, the District continues to stay focused on the District goals, the 4 C’s, and Whole Child. The District will continue to support the faculty with Remote Learning Best Practices as the year progresses. They will also build in time for teachers to share what they are learning, what has worked well, and practices that will make the 2020-2021 school year a success.

Mrs. Nichols thanked Superintendent Jeffrey Kisloski and the Board members for supporting this important work. She also thanked Matt Gelder, Matt O’Donnell, Ben Taylor, the Administrative Team, and the faculty for two days of great conversations, collaboration, and positive energy.

Michael Blake asked if the Crew program is being pushed off this year. Mrs. Nichols stated that a few pieces will still be implemented; it will be a modified Crew with smaller groups.

Director of Transportation Holly Carling presented her report to the Board.

Mrs. Carling stated that the transportation department is looking forward to seeing and hearing the children on the buses, once again. She is currently combing through the results of the surveys to see who plans to ride the bus so that seats can be assigned. There will be one student per seat unless there is a family of more than one. At that point, there can be up to three in a seat. They are planning to have an aide on every bus that will help monitor the wearing of masks as well as monitoring behavior and moving of seats.

Mr. Kisloski added that half of the parents will be transporting their children themselves.

Mrs. Carling informed the Board that the District continues to deliver meals to 100+ families each week, which equates to around 220 students. The last delivery for the summer will be August 26. Mrs. Carling thanked the cafeteria staff, transportation staff, office and administration staff, custodial staff, teachers, and aides who have volunteered weekly to help prepare, bag, and deliver all of the meals.

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Mrs. Carling stated that in addition to the cafeteria prepared meals, they have also been delivering a bag of non-perishable foods to each family each week from the Food Bank of the Southern Tier. The food is delivered on a pallet and then split up between bags for the 100+ families and delivered with the Wednesday deliveries. Mrs. Carling informed the Board that she is working with Donna Boyce, the TST BOCES Transportation Director, who will be supervising and conducting all of the 19A bus driver records, necessary testing, and training. In addition, Bern Smith, Daren Jensen, Jen Hill, and Ed Bennett are all still certified to be able to assist when necessary.

Mrs. Carling stated that due to COVID, the new buses will not arrive until at least October.

Director of Operations Bern Smith summarized his report to the Board.

Mr. Smith stated that his crews continue to prep the buildings and grounds for a new school year. While this new school year will be different than previous years, having the staff and students return to campus will be good for everyone. Mr. Smith hopes the District will be able to maintain the safest environment for all parties.

Mr. Smith informed the Board that the Elementary and High School gym floors have been refinished.

Mr. Smith stated that the department has picked up a lot of PPE from Tioga County. They have ordered spray cleaners for the buses. He added that when school opens, the 2nd shift custodians will start coming in from 10:00 a.m. to 6:00 p.m. Monday thru Thursday, and working 1st shift on Fridays.

Network Administrator's Log for July 2020 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Mr. Kisloski stated that this month's activities have been dedicated to the construction and implementation of the Reopening Plan. The Reopening Plan has been dictated by the list of assurances the District has had to provide to the New York State Education Department, the resources (classrooms and staff) that are available, and what they know and believe about good educational practices. The District will be providing a Frequently Asked Questions document, holding three public presentations (Wednesday, August 19 at 3:00 p.m. and Thursday, August 20 at 9:00 a.m. & 5:00 p.m.), and posting the Final Draft of our Reopening Plan. Mr. Kisloski stated that the Administration team, along with input from teachers, staff, parents, and students, has worked continuously to attempt to make our Reopening Plan as safe, effective, and manageable as possible for the entire school community. Mr. Kisloski stated that they are certain that there are challenges for every constituent of the District, but the plan was created to meet as many of the needs as possible while keeping everyone in the school safe, and meet the requirements of NYSED, the CDC, and the Health Department.

Mr. Kisloski thanked Kimberleigh Nichols and Matt Gelder for providing much needed professional development to approximately 50 teachers on August 5th & 6th.

Recognition of Visitors:

President Raymond Parmarter acknowledged the visitor present, Sue Heavenrich. Mrs. Heavenrich stated that she saw the Reopening Plan presentation on August 19 and thought that everyone did a great job on that.

Adjournment:

President Parmarter announced the regular session adjourned at 8:55 p.m. The Board entered a second executive session to discuss a personnel matter.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board