

UNOFFICIAL MINUTES  
REGULAR SCHOOL BOARD MEETING  
ALCESTER-HUDSON SCHOOL DISTRICT #61-1  
July 10, 2017

A. President Tara Cole called the meeting to order at 7:00 p.m. at the Alcester-Hudson School/City Library with the following members present: Amanda Beeler, Josh Carlson, Stacy Rasmussen, Michael Jansen, and Dean Moller. Absent: Jay Hallaway (entered meeting via teleconference for the Resolution vote). Also present were Tim Rhead, Roxanne Clark, LeeAnn Haisch, Jackson Anderson, and Tom Grimmond.

A public hearing was held on the proposed budget for the 2017-2018 school year. The proposed budget will be discussed again at the regular August meeting for possible board approval, along with the 2017-2018 tax request to fund the budget.

B. PLEDGE OF ALLEGIANCE. The Pledge of Allegiance was said by all board members and the audience.

C. The Board members reviewed the vouchers for the Consent Agenda.

D. RECOGNITION OF VISITORS. Visitors were recognized.

E. PUBLIC INPUT. No public input was given.

F. ADDITIONS TO THE AGENDA. A motion was made by S. Rasmussen and seconded by J. Carlson to approve the agenda with two additions—New Business #15: motion to accept resignation letter from Wylie Scalise; and Executive Session #2: motion to enter executive session to prepare for contract negotiations or negotiating with employees or employee representatives. All voted aye. Motion carried.

G. CONSENT AGENDA.

1. A motion was made by D. Moller and seconded by S. Rasmussen to approve the June 12, 2017, regular board meeting minutes and to approve the following District reports: (1) Business Manager's Report—General Fund, June 1, 2017, Balance \$1,263,586.35, June 2017 Receipts Local \$86,531.68, County \$3,275.63, State \$92,531.88, Federal \$0, June 2017 Expenditures \$331,887.81, June 30, 2017, Balance \$1,114,037.73. Capital Outlay Fund June 1, 2017, Balance \$560,147.64, Receipts Local \$48,785.23, County \$0, State \$0, Federal \$0, Expenditures \$209,310.29, June 30, 2017, Balance \$399,622.58. Special Education Fund, June 1, 2017, Balance \$124,110.42, Receipts Local \$29,447.11, County \$0, State \$2,187, Federal \$0, Expenditures \$29,968.28, June 30, 2017, Balance \$125,776.25. Pension Fund, June 1, 2017, Balance \$294,883.43, Receipts Local \$1,999.47, County \$0, State \$0, Federal \$0, Expenditures \$0, June 30, 2017, Balance \$296,882.90. (2) The Trust and Agency Fund Report— June 1, 2017, Balance \$129,783.48, June 2017 Receipts Local \$37,885.81, June 2017 Expenditures \$45,935.30, June 30, 2017, Balance \$121,733.99. (3) The Lunch Fund Report – June 1, 2017, Balance \$-16,533.42, June 2017 Local Receipts \$-11.80, County \$0, State \$738.37, Federal \$3,593.31, June 2017 Expenditures \$4,984.86, June 30, 2017, Balance \$-17,198.40. (4) Drivers Education Fund June 1, 2017, Balance \$7,119.99, June 2017 Receipts Local \$0, June 2017 Expenditures \$2,986.24, June 30, 2017, Balance \$4,133.75, and to approve the following claims from the 2016-2017 Budget: Ackerman Heating & A/C Inc—drain roof above music rm 4,596.66, Alcester Tire & Service—vehicle repairs 501.47, Alcester-Hudson School—replenish imprest 5,731.97 (Centerville School—track entry fee 100, Craguns Resort—conf lodging 107.96, General Ledger adjustment— -20, NVS Homes—insulate west el 5,000, Region I Music—entry fee 150, S Doering—jh gbb official 150, SDASBO—spring conf registration 65,

Total Stop—gas 9.27, USPS—bldg project flyer postage 76.22, USPS—newsletter postage 93.52), Alliance Communications—telephone service/high speed internet 770, C&R Gravel—el landscaping rocks 140.20, City of Alcester—water/sewer/garbage/fingerprinting 641.14, Culligan Water Conditioning—water softener service/water 94.50, Dustex—dust mops 85.70, Educators Publishing Service—classrm supplies/gates 79.20, Steve Hale—reimburse minibus repair 40, Hauff Mid-America Sports Inc—fld paint/volleyballs/cc medals/bb scorebooks/tape/mouth guards 1,971.30, High Point Networks LLC—fortinet/forticlient subscription renewal 147, Homestead Bldg Supplies—jh 3d art project supplies 94.81, Infinite Campus—online registration 500, JDs House of Trophies—nameplates for new staff 136.64, Johnson, Miner, Marlow, Woodward & Huff, Prof LLC—legal services 900, Loren Fischer Disposal—dumpster rent/rolloff 487.64, Pete’s Produce—custodial/grounds upkeep 76.08, Presto-X—mthly pest control services 46, Southeastern Electric Coop—electricity 2,091.61, Total Stop Food Store—custodial batteries 2.32, Tri-State Ready Mix Inc—cement/el dumpster pad 247. FUND TOTAL: \$21,337.53. CAPITAL OUTLAY: Alcester-Hudson School Agency Acct—replenish imprest 295.82(Marlin Business Bank—custodial equipment lease), De Lage Landen Public Finance—copier machines lease 1,097.57, Independent/Examiner—annual subscription 33, Sioux Valley News—annual subscription 30, Time Management Systems—timecard program lease 204.12. FUND TOTAL: \$1,660.51. SPECIAL EDUCATION: Alcester-Hudson School—replenish imprest 165 (BHSSC—transition workshop 15, G Gotto—reimb workshop fees 150), Plankinton School District—June 2017 residential tuition 2,277, SD Department of Human Services—june 2017 student case mgmt/student transition services 429.47, SESDAC Inc—june 2017 student tuition 391.80, Georgia Steen—mileage reimbursement/transition service 1,327.04. FUND TOTAL: \$4,590.31. CHECKING ACCOUNT 1 TOTAL: \$27,588.35. HOURS & DOLLARS: Amanda Beeler—per diem 75, Lynette Busch—summer sch/unused personal lve 249.43, Joshua Carlson—per diem 75, Dee Cole—unused sick lve 150, Tara Cole—per diem 75, Marlin Day—substitute 57.12, Dena Donnelly—substitute 100, Kelli Erickson—unused personal days 85, Jett Farrell—sumr labor 1,317.23, Devon Foresman—substitute 14.28, Jennie Gotto—unused personal lve 85, Brian Haak—unused sick/drivers ed 2,730, LeeAnn Haisch—unused sick/personal days 380, Shannon Hames—mentor 1,350, Toni Hinker—unused personal lve 85, Michael Jansen—per diem 75, Jerry Joachim—substitute 182.50, Katherine Johannsen—comp maint/unused sick lve 2,338.21, Nicholas Johannsen—sumr labor 1,200, Tiffany Johnson—mentor 1,350, Ryan Kenyon—unused personal days 170, Marissa Kleinhans—unused personal lve 85, MaryBeth Lundberg—sumr labor 1,408.74, Logan McConnell—sumr labor 1,155.32, Linda Merrick—unused sick lve/unused personal lve/mentor 1,730, Teresa Nygard—unused sick lve 150, Dean Moller—per diem 75, Karla Pulscher—termination fee 500/accumulated sick lve/unused personal lve 990, Stacy Rasmussen—per diem 75, Tim Rhead—unused personal days 170, Danyel Schouten—unused sick lve 150, Hailey Schroeder—unused personal lve 170, Aranda Stai—unused personal lve 85, Kari Wilmes—unused personal lve 170. The June 2017 Athletic Fund Report and IMPREST Account Report were read. All voted aye. Motion carried.

June 2017 Payroll and Benefits: Total--\$224,753.13, (1) Instruction - General Fund \$168,627.27, (2) Instruction - Special Education Fund \$13,997.77, (3) Instruction - Title/REAP \$6,254.09, (4) Guidance and Library Services \$3,628.14, (5) Administration and Fiscal Services \$18,006.26, (6) Custodial Services \$10,929.43, (7) Food Service/Drivers Education \$3,310.17.

#### H. OLD BUSINESS.

1. The Board discussed the progress on the track project.

I. SUPERINTENDENT'S REPORT. Superintendent Rhead discussed: the superintendent will not be able to attend the summer superintendent conference in Chamberlain; the ASBSD joint convention is coming up in August, please let the business manager know if you would like to attend; summer projects at both buildings are moving forward; and the Strategic Planning meeting will be held on Tuesday, July 18, at 6:30 in the Alcester-Hudson School/City Library.

J. PRINCIPAL'S REPORT. Principal Haisch discussed the FCCLA participants attended the national convention in Tennessee.

K. NEW BUSINESS.

1. A motion was made by A. Beeler and seconded by J. Carlson to adjourn the 2016-2017 Board of Education and reopen as the 2017-2018 Board of Education at 7:20 p.m. All voted aye. Motion carried.

2. A motion was made by D. Moller and seconded by J. Carlson to declare Tara Cole as Board of Education Member with term expiring July 1, 2020, and Jay Hallaway as Board of Education Member with term expiring July 1, 2020. A concurrent motion is necessary to issue a certificate of election and to officially administer the oath of office. All voted aye. Motion carried.

3. A motion was made by A. Beeler and seconded by J. Carlson to elect Tara Cole as Board Chairperson for the 2017-2018 school term. All voted aye. Motion carried.

4. A motion was made by S. Rasmussen and seconded by J. Carlson to elect Jay Hallaway as Board Vice-Chairperson for the 2017-2018 school term. All voted aye. Motion carried.

5. A motion was made by S. Rasmussen and seconded by A. Beeler to consider all claims and approve for payment from the 2017-2018 budget: GENERAL FUND: ABCya.com LLC—site license 1,350, Ackerman Heating & A/C Inc—repairs/fix air conditioning 1,956.29, Advanced Education Inc—17-18 network fee 900, Alcester-Hudson School Agency Accts—reimburse vb acct for crossover stats program 1,279.20, ASBSD—17-18 dues 953.56, eBOARDsolutions, Inc—17-18 policies module 600, International Academy of Science—acellus annual support/site license 17-18 1,650, Krossover—17-18 athletic program(fb/bb) 2,520, Network Services Co—custodial supplies 447.06, Planbookedu—premium subscription 589, Project Lead the Way Inc—17-18 Biomedical Science Participation 2,000, Property/Liability Fund—17-18 Renewal Premium 34,687, School Administrators of SD—17-18 Membership/clark 315, SDACTE—registration fees/mcnamara/scalise 902, Software Unlimited Inc—17-18 software fees 4,050, Southeast Area Coop—paper/medical supplies order 3,624.73, Swift Air—down payment el water heaters 20,000, Technology & Innovation in Education—17-18 membership dues 1,150, Wordware Inc—17-18 license/service 1,680, Workers Comp Fund—17-18 renewal premium 20,332. FUND TOTAL: \$99,029.55. CAPITAL OUTLAY: Book Systems—17-18 annual subscription/tech support 1,590, Foreman Sales and Services Inc—2017 thomas school bus 81,000, Junior Library Guild—library books 4,120.30, Renaissance Learning Inc—library ar/star reading math 2,219, Riverside Technologies Inc—teacher laptops 3,044, SHI software.hardware.integration—microsoft ess licensing 17-18 3,981.39, Spring Creek Farms Inc—bus barn lease (july) 700. FUND TOTAL: \$96,654.70. SPECIAL EDUCATION: Renaissance Learning Inc—library ar/star reading math 3,999. FUND TOTAL: \$3,999. CHECKING ACCOUNT 1 TOTAL: \$199,683.25.

As per state statue, the following fiscal year 2017-2018 salaries are here listed: Vicki Ahart \$4,779.50, Lynette Busch \$50,550, Roxanne Clark \$57,265, Shana Doering \$46,550, Kelli Erickson \$44,800, Skyler Eriksen \$40,450, Sarah Gates \$43,400, Jen Gotto \$39,400, Brian Haak \$46,750, LeeAnn Haisch \$71,034, Steve Hale \$33,100, Shannon Hames \$44,750, Amber Harris \$30,562.50, Toni Hinker \$38,950, Molly Homandberg \$40,525, Katherine Johannsen \$48,100,

Tiffany Johnson \$21,925, Ryan Kenyon \$40,243.75, Marissa Kleinhans \$43,543.75, Hillary McNamara \$39,625, Linda Merrick \$52,150, Drew Ohlendorf \$38,500, Marty Petersen \$39,850, Tim Rhead \$76,500, Michelle Riedel \$41,200, Hailey Schroeder \$39,400, Jeff Sebern \$39,737.50, Mike Seivert \$5,600, Jon Selchert \$38,950, Rebecca Solberg \$34,900, Aranda Stai \$40,637.50, Matt Storo \$41,200, Hannah Swanson \$44,750, Kari Wilmes \$42,100.

As per state statute, the following fiscal year 2017-18 classified employees wages are here listed: Katie Anderson \$10.50/hr, Neal Barnes \$20.70/hr, Vicki Beeler \$38.50/route & \$10.50/hr for activities, Kathy Behnke \$17.75, Pat Bunkoske \$12.40/hr, Clay Clark \$38.50/route & \$10.50/hr for activities, Dee Cole \$18.95/hr, Nola Conner \$12.65/hr, Scott Conner \$38.50/route & \$10.50/hr for activities, Melanie Dumas \$12.75, Toni Dumas \$14.95/hr, Melanie Dumas \$12.25, Richard Fagre \$38.50/route & \$10.50/hr for activities, Robin Haugland \$20.55/hr, Tamra Heiman \$18.10/hr, Carolyn Hongoslo \$12.40/hr, Steve Johannsen \$38.50/route & \$10.50/hr for activities, Tammy Lewis \$15.95/hr, Mary Beth Lundberg \$18.20/hr, Michael Manning \$16.75/hr, Laura McKee \$13.15/hr, Terri Nygard \$17.45/hr, Ashley Oberg \$14.25/hr, Don Offerdahl \$38.50/route & \$10.50/hr for activities, Sandy Saugstad \$17.45/hr, Danyel Schouten \$16.95/hr, Mike Seivert \$41 preschool route, Ashley Sohl \$12.40/hr, Benji Solem \$14.90/hr, Renee Swets \$14.25/hr, Linda Thompson \$18.27/hr, Samantha Tinklepaugh \$12.65/hr, Amanda Wielenga \$14.95/hr, Warren Wilkens \$38.50/route & \$10.50/hr for activities.

6. A motion was made by J. Carlson and seconded by S. Rasmussen to appoint members to the following committees: Building Committee—M Jansen, S Rasmussen, D Moller; Negotiations Committee—J Carlson, T Cole, A Beeler; Bus Transportation Committee—D Moller, J Hallaway, S Rasmussen; Southeast Coop Board Committee—J Carlson, Budget Oversight Committee—T Cole, J Hallaway. All voted aye. Motion carried.

7. A motion was made by S. Rasmussen and seconded by D. Moller to offer a contract to Drew Ohlendorf for K-12 band for the 2017-2018 school year, BA Step 1. All voted aye. Motion carried.

8. A motion was made by M. Jansen and seconded by J. Carlson to approve the changes to the Alcester-Hudson Elementary Handbook. All voted aye. Motion carried.

9. A motion to was made by D. Moller and seconded by A. Beeler to participate in the Emergency Bus Pact for the 2017-2018 school year. All voted aye. Motion carried.

10. A motion was made by S. Rasmussen and seconded by J. Carlson to approve the annual consent agenda:

A. Appoint Roxanne Clark as Business Manager for 2017-2018 school year and authorize her to invest monies whenever there are monies to invest and give her authority to enter into the Annual Food Service Agreement.

B. Appoint LeeAnn Haisch as Title IX Coordinator for the School District.

C. Appoint Superintendent Tim Rhead as truant officer, person responsible for closing school in inclement weather, and purchasing agent for the School District within the limits established by the budget and statute.

D. Name depository: State Bank of Alcester and Premier Bank of Hudson.

E. Name official newspaper - Alcester Union & Hudsonite.

F. Set time and place for Board Meetings: 7:20 p.m. April-October, 6:20 p.m. November-March in the City-School Library in Alcester or Hudson Community Center.

G. Reaffirm that the District intends to cover all volunteers with their Workers' Compensation Plan.

H. Authorize the Chairman of the Board and the Business Manager to enter into and execute promissory notes, as necessary, for and on behalf of the District in order to provide sufficient monies in the various funds of the School District to pay current monthly obligations, it being understood that the said amount of said notes will not in any case exceed the sum of ninety-five percent of the amount of uncollected taxes as levied by the School Board for the current school fiscal year for the fund for which money is borrowed as fore stated. It being further understood that promissory notes entered into in accordance with the action are subject to ratification by the School Board at their next meeting following the effective date for said promissory notes, and that this authorization is granted with the regulations as set forth in SDCL 13-19-1 through 13-19-5.

I. Set Board Members' salaries for 2017-2018 at \$75 per month (\$900 per year), plus \$1,000 that will be donated to for 2 student scholarships (\$1,900 to be budgeted).

J. Set meals for approved travel at the state rate of \$6 for breakfast/\$11 for lunch/\$15 for dinner.

K. Set staff mileage for approved travel at the state rate of \$.42/mile when no school vehicle is available and \$.23/mile when a school vehicle is available and the employee chooses to take their own vehicle.

L. Reaffirm policy that all bills are to be submitted to the Business Manager no later than the Wednesday before the regular meeting in order to prepare a listing to send to the Board Members with the Agenda.

M. Substitute Teacher salaries:

\$100.00/day 1-10 days\*\*

\$110.00/day 11-45 days\*\*

Rate negotiable after 45 days\*\*

\*\*Consecutive days for same teacher

N. Appoint Superintendent Rhead as custodian of the School Board President's Signature Stamp.

O. Declare Superintendent, Business Manager, and High School Principal as legal signatures for the Agency Account, all school reports, including federal programs. Declare the School Board Chairman, Superintendent, and Business Manager as legal signatures for the Super Now Account, Money Market Account and Lunch Fund Account.

P. Set prices for the following:

Athletic Single ticket: Adults - \$4.00

Students 1-12 \$2.00

Athletic Double headers: Adult - \$5.00

Students - \$3.00

Activity Tickets Students 1-12 N/A

\*\*Patron Pass for FREE ADMISSION given to all Alcester-Hudson School District Students and Residents for regular season activities only\*\*

Musical Adults \$5.00

Students \$4.00

Gold Cards N/A

Students with Activity Passes N/A

Instrumental Rental \$50/year

Percussion Rental	\$30/year
Adult Pass	N/A
Golden Age Booster Pass	N/A

Q. Hot Lunch if purchased by meal ticket:

Students K-6	\$2.75
Students 7-12	\$3.00
Adults	\$3.75
Extra Milk	\$ .25
<u>**Lunch Balance Limit</u>	<u>\$0.00**</u>

R. School Breakfast Prices:

Students K-6	\$1.25
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All voted aye. Motion carried.

11. A motion was made by J. Carlson and seconded by M. Jansen to retain Michael F. Marlow, partner at Johnson, Miner, Woodward & Huff, Prof. LLC, at \$175 per hour for services as the school's attorney for the 2017-2018 school year. All voted aye. Motion carried.

12. A motion was made by S. Rasmussen and seconded by A. Beeler to purchase a 2017 Thomas bus from Foreman Sales and Service at a cost of \$81,000. All voted aye. Motion carried.

13. A motion was made by A. Beeler and seconded by M. Jansen to name Tim Rhead as the person responsible for submitting the Consolidated Application for Federal Grants. All voted aye. Motion carried.

14. A motion was made by Stacy Rasmussen and seconded by Josh Carlson approving a **RESOLUTION DECLARING NECESSITY AND EXPEDIENCY FOR ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS, CALLING AN ELECTION THEREFORE AND HIRING PROFESSIONALS IN CONNECTION THEREWITH.**

BE IT RESOLVED by the School Board of Alcester-Hudson School District 61-1, Lincoln and Union Counties, South Dakota, as follows:

- a. Declaration of Necessity. It is hereby found, determined and declared that it is necessary and expedient for this School District to borrow money by issuing its general obligation school bonds in an amount not exceeding \$7,310,000 payable from 1 and not to exceed 21 years from date of issuance, bearing interest payable at such times and at such rate or rates as may be determined by the School Board, to (1) construct, equip and furnish additions to the existing elementary and (2) finance the costs of issuance, if so approved by the voters.
- b. Election. The question of authorizing the issuance of such bonds shall be submitted to the qualified electors of the District at a bond election which is to be held on the 19<sup>th</sup> day of September 2017, between the hours of 7:00 o'clock a.m. and 7:00 o'clock p.m. The question shall be in substantially the following form:

SHALL THE ALCESTER-HUDSON SCHOOL DISTRICT 61-1, LINCOLN AND UNION COUNTIES, SOUTH DAKOTA, ISSUE ITS NEGOTIABLE GENERAL OBLIGATION SCHOOL BONDS IN A PRINCIPAL AMOUNT NOT EXCEEDING \$7,310,000, ISSUED IN ONE OR MORE SERIES, BEARING INTEREST AT SUCH RATES AS MAY BE DETERMINED BY THE SCHOOL BOARD, PAYABLE AND MATURING FROM 1 AND NOT TO EXCEED 21 YEARS AFTER THE DATE OF ISSUANCE, FOR THE PURPOSE OF FINANCING THE (1) CONSTRUCTION, EQUIPPING AND FURNISHING OF ADDITIONS TO THE EXISTING ELEMENTARY AND (2) THE COSTS OF ISSUANCE?

SHALL THE ABOVE PROPOSITION BE APPROVED AND THE BONDS ISSUED?

- c. Polling places and Judges. Polling places and judges and clerks for said election shall be selected according to South Dakota Law.
- d. Voter Registration Deadline. The Business Manager is hereby authorized and directed to give notice of voter registration and deadline therefore, as required by law. The deadline for voter registration shall not be less than fifteen (15) days prior to the election. The Business Manager shall give notice of the availability of registration officials and state when registration will be terminated and the effect of a failure to have registered. Such notice shall be published in official newspapers of the District at least once each week for (2) two consecutive weeks, the last publication to be not less than (10) ten nor more than (15) fifteen days before the deadline for registration.
- e. Notice of Election. The Business Manager is hereby authorized and directed to give notice of school bond election, said notice to be published in the official newspaper for the District, once each week for two (2) successive weeks before said date of election. The second notice shall be published not less than four (4) days nor more than ten (10) days before the election.
- f. Ballots. The Business Manager is authorized and directed to cause printed ballots to be prepared for use at said election in substantially the form on file with the Business Manager and to publish with the second notice of election.
- g. Canvass. Said election shall be held and conducted and the votes cast thereat shall be counted, certified and canvassed according to law, and this Board shall meet at the regular meeting room in Alcester, South Dakota, in the District for the purpose of canvassing the results within six (6) days of the election.
- h. Hiring of Professionals. Meierhenry Sargent LLP of Sioux Falls, South Dakota is hereby designated as bond counsel for this issue and Dougherty & Company LLC, hereby designated as Underwriter for this issue. The

President and Business Manager are authorized to execute such documents as are necessary to carry out the intent of this paragraph.

- i. Authorization of Officers. The Superintendent and Business Manager are authorized to sign any acknowledgement, certificates or documents required by Underwriter in connection with the Bonds.

15. A motion was made by S. Rasmussen and seconded by J. Carlson to accept the resignation of Wyle Scalise, with a thank you for his three years of service to the District. All voted aye. Motion carried.

K. EXECUTIVE SESSION.

1. A motion was made by J. Carlson and seconded by A. Beeler to enter Executive Session at 8:01 p.m. for the purpose of discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term "employee" does not include any independent contractor. All voted aye. Motion carried. Chairperson T. Cole declared the meeting enter regular session at 8:09 p.m.

2. A motion was made by D. Moller and seconded by S. Rasmussen to enter Executive Session at 8:10 p.m. for the purpose of preparing for contract negotiations or negotiating with employees or employee representatives. All voted aye. Motion carried. Chairperson T. Cole declared the meeting enter regular session at 8:11 p.m.

L. ADJOURNMENT.

1. A motion was made by S. Rasmussen and seconded by J. Carlson to adjourn the regularly scheduled July 10, 2017, Board of Education meeting at 8:22 p.m. All voted aye. Motion carried. The next board meeting will be a special board meeting on Tuesday, July 18, 2017, at 6:30 p.m. at the Alcester-Hudson jh-hs/Alcester City Library for the purpose of reviewing the Strategic Planning survey results. The next regular school board meeting will be Monday, August 14, 2017, at 7:20 p.m. at the Alcester-Hudson jh-hs/Alcester City Library.

ATTEST:

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Tara Cole, President

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Roxanne M. Clark, Business Manager