

# NORTH FORK LOCAL SCHOOL DISTRICT BOARD OF EDUCATION REGULAR MEETING AGENDA

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Mrs. Farrah Cooperider, President  
Mr. James Quinif, Vice President  
Mrs. Barbara Bruce, Member  
Mr. Bernard L. Snow, Member  
Mrs. Lori Stradley, Member

Mr. Scott Hartley, Superintendent  
Mrs. Tonya Mickley, Treasurer

Meeting Date: May 21, 2018  
Building Tour: 5:30 P.M.  
Meeting Time: 6:00 P.M.

**Meeting Location:**  
Utica Elementary School  
367 Church Street  
Utica, Ohio 43080

Public Participation at Board Meetings

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principles:

Any person or group wishing to place an item on the agenda shall register their intent with the Superintendent no later than ten (10) days prior to the meeting and include: name and address of participant; group affiliation, if and when appropriate; and, topic to be addressed. Such requests shall be subject to the approval of the Superintendent and the Board President.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at all public meetings of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended by the presiding officer.
- D. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- E. The presiding officer may:
  - 1. prohibit public comments that are frivolous, repetitive, and/or harassing;
  - 2. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, off-topic, antagonistic, obscene, or irrelevant;
  - 3. request any individual to leave the meeting when that person does not observe reasonable decorum;
  - 4. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - 5. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
- F. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, unless extended by a vote of the Board.

To enhance communications, the Board of Education invites you to place your comments below and send them to the North Fork Local School District at:

District Administrative Office  
312 Maple Avenue, P. O. Box 497  
Utica, Ohio 43080-0497  
Attn: Board of Education

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Please allow two to three weeks to answer your question or email the Redskin Messenger.

R.C. 3313.20

Revised 05/17/10  
Revised 01/08/07  
Revised 6/8/98  
Revised 11/18/02

**BOARD OF EDUCATION  
NORTH FORK LOCAL SCHOOL DISTRICT  
May 21, 2018  
REGULAR MEETING 6:00 P.M. Utica Elementary School**

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CALL TO ORDER

TIME: \_\_\_\_\_

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PLEDGE OF ALLEGIANCE

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ROLL CALL

Bruce \_\_\_\_\_ Cooperider \_\_\_\_\_ Quinif \_\_\_\_\_ Snow \_\_\_\_\_ Stradley \_\_\_\_\_

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**BOARD OF EDUCATION  
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**RECOGNITIONS**

**2017-2018 Retirees**

- Susan Hatch – 25 years at North Fork

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**REPORTS:**

1. Superintendent
2. Treasurer
3. Committees
  - Buildings and Grounds
  - Finance
4. Legislative Update

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**WORK SESSION**

NEOLA Additions/Revisions

**First Reading**

- |      |                                     |
|------|-------------------------------------|
| 3215 | Use of Tobacco (Professional Staff) |
| 4215 | Use of Tobacco (Classified Staff)   |
| 5421 | Grading                             |
| 5512 | Use of Tobacco (Students)           |

**Second Reading**

- |         |   |
|---------|---|
| 3430.01 | FMLA (Professional Staff)   |
| 4430.01 | FMLA (Classified Staff)   |
| 7530    | Lending of Board-Owned Equipment (Property)   |
| 7530.02 | Staff Use of Personal Communication Devices (Property)  |
| 7542    | Access to District Technology Resources and/or Information Resources from Personal Communication Devices (Property) |
| 7543    | Utilization of the District's Website and Remote Access to the District's Network (Property)                        |
| 8130    | District Organization (Operations)  |
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**HEARING OF THE PUBLIC**

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**AGENDA ADJUSTMENTS**

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**OLD BUSINESS**

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**NEW BUSINESS**

- I. **It is recommended that the Board waive the reading of and approve the minutes of the April 16, 2018, Regular Meeting.**

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y N A
Cooperider	Y N A
Quinif	Y N A
Snow	Y N A
Stradley	Y N A

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- II. **It is recommended that the Board approve and certify the attached list of seniors for graduation on June 3, 2018, providing that all requirements set forth by the North Fork Board of Education and the State Department of Education have been met.**

(Item 2A)

- III. **It is recommended that the Board approve the following personnel actions:**

**Certified**

- 3.1 Approve a FMLA maternity leave of absence for Kayla Campos, beginning August 20, 2018, through November 13, 2018. The remainder of the semester would be unpaid leave through January 17, 2019.
- 3.2 Approve a FMLA maternity leave of absence for Allison Walton, beginning August 20, 2018, a portion of which would be unpaid leave, through November 13, 2018.
- 3.3 Approve the employment of Charles Rowley in the position of high school physical education teacher on a one-year limited contract for the 2018-2019 school year pending proper certification and background checks; compensation to be at Step 8 of the Bachelors scale of the NFEA Negotiated Agreement.
- 3.4 Accept a letter of resignation from Tamra Londot, middle school Intervention Specialist, effective at the end of the 2017-2018 school year.

(Item 3A)

(Item 3B)

**Extra Service/Supplemental**

- 3.5 Approve the following volunteers for the 2017-2018 school year:
- Angela Wolfe      Shannon Woodward

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- 3.6 Employ Deborah Parker on an Extra-Service Contract for a summer paint crew, effective June 4, 2018, not to exceed 40 hours per week; total hours not to exceed 520 hours at the rate of \$10.00 per hour.
- 3.7 Employ Max Crain on an Extra-Service Contract for a summer paint crew, effective June 4, 2018, not to exceed 40 hours per week; total hours not to exceed 520 hours at the rate of \$10.00 per hour.
- 3.8 Approve the following individual to provide a Summer School Program at Utica Middle School from June 4 through June 22, 2018; compensation to be at the Home Instruction Tutor's rate of the NFEA Negotiated Agreement, payable by timesheet. (\$25.00/hr.)
- Teresa McCoy
- 3.9 Approve Lisa Ritzer to receive a stipend in the amount of \$3,000.00 for the 2018-2019 school year for serving as the Virtual Learning Academy coordinator, per the NFEA Negotiated Agreement
- 3.10 Approve Stephanie Kimpel to receive a stipend in the amount of \$3,000.00 for the 2018-2019 school year for serving as District Test Coordinator.
- 3.11 Approve the following teachers as Virtual Learning Academy Instructors for the 2018-2019 school year; compensation to be paid per the NFEA Negotiated Agreement.
- |                     |              |              |             |
|---------------------|--------------|--------------|-------------|
| Kayla Campos        | Ashley Lange | John Maher   | Lisa Ritzer |
| Kaitlyn Collingwood | Ted Londot   | Teresa McCoy | Josh Spung  |
- 3.12 Approve the following teachers as Home Instruction Tutors for the 2018-2019 school year. The Superintendent will approve the amount of hours and effective dates as needed. Compensation will be at the Home Instruction Tutor's rate of the NFEA Negotiated Agreement.
- |                     |                   |               |
|---------------------|-------------------|---------------|
| Brittany Carruthers | Jennifer McKnight | Lori Shomaker |
| Susan Fairbanks     | Martha Minnis     | Chris Trost   |

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- 3.13 Approve the following academic supplemental positions for the 2018-2019 school year, pending proper certification and background check:

<b>Name</b>	<b>Position</b>	<b>Level</b>	<b>Step</b>
Michael Dean	Marching Band Director	2	4
Michael Dean	Instrumental Music Director	3	4
Carolyn Clippinger	Vocal Music Director	3	4
Kristina Grigsby	Service Learning Advisor	3	2
Jennifer McKnight	Service Learning Advisor	3	1
Carolyn Clippinger	Play Director (50%)	4	4
Kristina Grigsby	Play Director (50%)	4	4
Carolyn Clippinger	Class Advisor (Senior Class) (50%)	4	4
Kristina Grigsby	Class Advisor (Senior Class) (50%)	4	4
Susan Fairbanks	Class Advisor (Junior Class)	4	3
Susan Fairbanks	After School Intervention HS	4	4
Nichole Williams	After School Intervention HS	4	1
Michelle Williams	After School Intervention MS	4	4
Laurie Londot	After School Intervention MS	4	4
Katheryn Robinson	After School Intervention UE	4	4
Martha Minnis	After School Intervention NE	4	4
Kimberly Coad	After School Intervention NE	4	4
Jacqueline Smith	Outdoor Education Coordinator (50%)	4	4
Christopher Trost	Outdoor Education Coordinator (50%)	4	3
Jeffery Hindel	Class Trip Coordinator (6 <sup>th</sup> Grade) (50%)	4	4
Julie Davis	Class Trip Coordinator (6 <sup>th</sup> Grade) (50%)	4	4
Stephanie Kimpel	Class Trip Coordinator (8 <sup>th</sup> Grade) (50%)	4	4
Joshua Spung	Class Trip Coordinator (8 <sup>th</sup> Grade) (50%)	4	2
Lisa Ritzer	Yearbook Advisor HS (50%)	4	4
Kaitlyn Collingwood	Yearbook Advisor HS (50%)	4	1
Carolyn Clippinger	Musical/Music Director	5	4
Nyssa Luckey	Majorette/Flag Corps Advisor	5	2
Stephanie Downs	Math Club Advisor UE	5	3
Kristina Grigsby	Musical Director, Spring	5	4
Kambra Ridgeway	Science Club Advisor UE	5	2
Mary Schraer	Science Club Advisor NE (50%)	5	3
Nancy Parriott	Science Club Advisor NE (50%)	5	4
William Schultz	Student Government Advisor HS	5	3
Nichole Williams	Student Government Advisor MS (50%)	5	4
Teresa McCoy	Student Government Advisor MS (50%)	5	4
April Mealick	Student Government Advisor NE	5	4
Michelle Hanger	Yearbook Advisor – MS	5	1
Kate Lennell	Class Advisor (Freshman)	6	1
Ashley Lange	Class Advisor (Sophomore)	6	2
Lillian Buchman	Foreign Language Advisor (50%)	6	4
Kate Lennell	Foreign Language Advisor (50%)	6	2
Brian White	Honor Society Advisor HS	6	4
Jacqueline Smith	Honor Society Advisor MS (50%)	6	4
Theresa Skinner	Honor Society Advisor MS (50%)	6	4
Kristina Grigsby	Quiz Bowl Advisor HS	6	4
Michelle Williams	Spelling Bee MS	7	4
Dwight Newell	Marching Band Volunteer	8	2



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- 3.14 Approve the following athletic supplemental positions for the 2018-2019 school year, pending proper certification and background checks:

<b>Name</b>	<b>Position</b>	<b>Level</b>	<b>Step</b>
Charles A. Rowley	Football Head Coach	1	4
Cameron Drake	Football Assistant Coach	3	4
Michael Heckman	Football Assistant Coach	3	4
Clay Rowley	Football Assistant Coach	3	0
Laurie Londot	Volleyball Head Coach	1	4
Danielle Doup	Volleyball Assistant Coach	3	2
Thalynn Jackson	Volleyball Assistant Coach	3	4
Mikaela Weldy	Volleyball Assistant Coach	3	1
Rachel Fisher	Volleyball Assistant Coach	3	0
John Maher	Cross Country Head Coach	2	4
Geannie Hagen Hetteema	Cross Country Assistant Coach	4	4
Brad Kittle	Cross Country Assistant Coach	4	2
Jeremy Krausz	Golf Head Coach	2	4
Joseph Bousquet	Golf Assistant Coach	5	4
Stephanie Green	Cheerleader Advisor HS	1	4
Jodi Wheeler	Cheerleader Assistant Advisor HS	4	0
Mark Rakoczy	Wrestling Head Coach	1	4
Dillon Fletcher	Wrestling Assistant Coach	3	1
Kenneth Poland	Wrestling Assistant Coach	3	3
Brandon Wygle	Wrestling Assistant Coach	3	2
Brian Radabaugh	Basketball (Boys) Head Coach	1	4
Tracy Robinson	Basketball (Boys) Assistant Coach	3	4
W. Chad Kegler	Basketball (Boys) Assistant Coach	3	4
Charles A. Rowley	Basketball (Boys) Assistant Coach	3	4
Spencer Kendall	Basketball (Boys) Assistant Coach	3	1
Clay Rowley	Basketball (Boys) Assistant Coach	3	1
Jason Hoar	Basketball (Boys) Volunteer Coach	8	3
Terrence Logue	Basketball (Girls) Head Coach	1	4
Lisa Ritzer	Basketball (Girls) Assistant Coach	3	4
Danielle Doup	Basketball (Girls) Assistant Coach	3	3
Mark Overton	Basketball (Girls) Assistant Coach	3	4
Taylor Dush	Basketball (Girls ) Assistant Coach	3	2
Charles McDaniel	Basketball (Girls) Volunteer Coach	8	4
Michele Bricker	Bowling Head Coach	4	4
Scott Christian	Bowling Assistant Coach	5	2

(Items 3C, 3D)

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**Classified**

3.15 Approve an instructional aide position at Newton Elementary.

Motion_____	Second_____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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**IV. *Items pulled out for separate consideration.***

4.1 \_\_\_\_\_  
\_\_\_\_\_

Motion_____	Second_____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

4.2 \_\_\_\_\_  
\_\_\_\_\_

Motion_____	Second_____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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**V. *It is recommended that the Board approve the following financial actions:***

5.1 Approve the financial reports for the Month of April, 2018--SM-2, financial report by fund, revenue accounts by fund/receipt code, budget accounts by fund/function object, check payment register, and investment transaction report and appropriation adjustments.

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5.2 Authorize the Treasurer and Superintendent to issue purchase orders in accordance with Board Policy 6400. This list will be made a part of the minutes.

5.3 Approve the five-year forecast, as submitted by the Treasurer.

5.4 Approve the "Certificate of the Total Amount from All Sources Available for Expenditures and Balances," and the FY2018 Appropriation, as presented. These documents will be included as a part of the minutes.

5.5 Approve the following insurance rates for Oasis Trust Dental:

CoreSource Insurance for dental monthly composite rate for the period 7/1/18 – 6/30/19:

Single Rate - \$45.53 Family Rate - \$99.60

There will be a premium holiday in June, 2019.

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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**VI. *Items pulled out for separate consideration.***

6.1 \_\_\_\_\_  
\_\_\_\_\_

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

**BOARD OF EDUCATION  
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6.2

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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**VII. Other Board Action – It is recommended that the Board:**

7.1 Approve the adoption of the following policy revisions/additions/deletions:

3430.01	FMLA (Professional Staff)
4430.01	FMLA (Classified Staff)
7530	Lending of Board-Owned Equipment (Property)
7530.02	Staff Use of Personal Communication Devices (Property)
7542	Access to District Technology Resources and/or Information Resources from Personal Communication Devices (Property)
7543	Utilization of the District's Website and Remote Access to the District's Network (Property)
8130	District Organization (Operations)

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

7.2 Approve the Service Level Agreement with the Licking Area Computer Association for the period July 1, 2018 through June 30, 2019.

(Item 7A)

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____ to _____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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7.3 Approve the student fees, as presented, for the 2018-2019 school year:

Newton and Utica Elementary Schools      Utica Middle School      Utica High School

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____	to _____	Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

7.4 Approve the student handbooks, as presented, for the 2018-2019 school year:

Newton and Utica Elementary Schools      Utica Middle School      Utica High School

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____	to _____	Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

7.5 Authorize a trip to the Dominican Republic for students who have completed Spanish III. The trip will be over spring break, 2019, approximately. The trip is at no cost to the Board.

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____	to _____	Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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- 7.6 Approve the North Fork Local School District to renew its membership with the Ohio High School Athletic Association for the 2018-2019 school year and agree to abide by the rules and regulations set forth by the Ohio High School Athletic Association.

(Item 7B)

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____	to _____	Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

- 7.7 Authorize the offering of a summer school/intervention program for third grade students to meet SB55 Third Grade Reading Intervention requirements.

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____	to _____	Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

- 7.8 Approve, in collaboration with ACE Digital Academy, an internet-based educational delivery system designed for grades K-12, providing alternative educational options for credit deficiencies, alternative programs, students being schooled at home, summer school programs, etc. for the period June 1, 2018 through May 31, 2021.

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed _____	to _____	Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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- 7.9 Approve a Memorandum of Understanding with the North Fork Education Association.

(Item 7C)

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed ____ to ____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

- 7.10 Approve to renew an agreement with Frontline Solutions for Absence and Substitute Management for FY19.

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed ____ to ____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

- 7.11 Approve the agreements with Franklin Covey Client Sales, Inc., The Leader in Me®, for Utica and Newton Elementary Schools.

(Item 7D)

Motion _____	Second _____	Bruce	Y N A
		Cooperider	Y N A
Carried/Failed ____ to ____		Quinif	Y N A
		Snow	Y N A
		Stradley	Y N A

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- 7.12 Approve the preschool documents as presented. These documents will be made a part of the minutes.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

- 7.13 Approve the change order and the pay request relating to the bus garage project. These items will be made a part of the minutes.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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Superintendent's Report / Instructions

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HEARING OF THE PUBLIC

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**BOARD OF EDUCATION  
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VIII. **It is recommended that the meeting be adjourned.**

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y N A
Cooperider	Y N A
Quinif	Y N A
Snow	Y N A
Stradley	Y N A

Time: \_\_\_\_\_

Next Meeting: **June 18, 2018**

Location: Utica Middle School  
 260 Jefferson Street  
 Utica, Ohio 43080

Time: 5:30 p.m. Building Tour  
 6:00 p.m. Meeting