

1 Souhegan Cooperative Board Meeting

2 Tuesday, May 19th, 2020

3 Meeting Minutes- Approved 06 02 2020

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, Assistant Superintendent- Christine
6 Landwehrle, Bill Hagen- SHS Principal, Mike Berry- SHS Principal, Kelly Driscoll- Dean of
7 Students, Anne Clifton-Waite- SHS Science Teacher, Nathan Carle- SHS Science Teacher and
8 Julianne Muller- Northcott- SHS Science Teacher.

9
10 Souhegan Cooperative School Board: Pim Grondstra- Chair, Amy Facey- Vice Chair, Stephanie
11 Grund- Secretary, Steve Coughlan, Laura Taylor, George Torres and David Chen.

12 Board Minutes: Danae A. Marotta

13 Public: Delaney Facques, SHS Community Council Liaison, Simone Dodge- SHS Student,
14 Georgia Craven- SHS Student, Masho Primmer- SHS Student, Oliver Toy- SHS Student, Mattie
15 Daniels- SHS Student, Shannon Gascoyne, Amherst NH, Catie Dodge, Amherst NH,

16 I. Call to Order

17 **Chair of the Souhegan Cooperative School Board, Mr. Pim Grondstra, called the meeting**
18 **to order at 6:07 PM.**

19 II. GCEB- Principal Recruitment and Appointment- Discussion

20 Superintendent, Mr. Adam Steel, discussed that Policy GCEB is about Principal Recruitment and
21 Appointment. There were questions about the recent hiring of the new SHS Principal. The first
22 issue is that the person hire was offered a 3-year contract and the policy states a 2-year contract.
23 Second, was that the board was not included as much as they would have preferred.

24 Mr. Grondstra commented that they have already voted to hire Mr. Berry on a 3-year basis, and
25 they can put in an amendment to the policy to have up state up “to 3 years”.

26 Mr. Torres questioned the 260 days.

27 Mr. Steel replied that all of their full-time people have full time contracts and it is 5 days a week
28 times 52 weeks.

29 Mr. Torres asked about Professional Development time.

30 Mr. Steel noted that it is covered. It is very common, and it is usually 260 or 261 based on the
31 calendar year.

32 Mr. Chen mentioned that he had a concern with changing the contract and at this point in time, it
33 would be more appropriate to enable a provision, specifically to a three-year contract.

34 Ms. Facey commented that this policy was revised in 2013 and in any event, is several years old.
35 It has not gone through the normal process and they should make an exception as they have
36 already hired Mr. Berry. They should honor the terms of his contract.

37 Mr. Chen remarked that they need to validate Mr. Berry's contract and move forward with that.
38 They then need to deal with the other issue separately.

39 Ms. Facey noted that she agrees and can honor this contract and put the policy back through the
40 Policy Committee.

41 Mr. Coughlan commented that the right way is to vote on an exception of the policy. This is a
42 "G" Policy and it should go through the PPC.

43 Mr. Chen commented that the committee was formed by Superintendent Steel. The policy was
44 not accurately represented. He noted that he disagreed with the way that it was handled. His
45 reading is that it is the Board's committee, the Board gets to decide the way that it was done.

46 Mr. Grondstra replied that his concern was that Mr. Chen already had a concern.

47 Mr. Chen noted that it is a situation where they did not follow the Policy and it is the Board's
48 Committee not the Superintendent's Committee. That is the way that the policy was written.

49 Ms. Facey questioned if that was accurate. She asked Mr. Chen for clarification on the
50 semantics.

51 Mr. Grondstra noted that is how the policy reads.

52 Mr. Chen added that the "its" is singular.

53 Ms. Grund mentioned that there really wasn't much discussion with updates to the Board about
54 what was going on in the process. If they could define "its" and have more discussion in the
55 process, it can resolve much of what has happened.

56 Ms. Taylor remarked that she agrees that pronouns are not a good choice in all policies going
57 forward.

58 Ms. Facey added that perhaps the process could have been done differently and there were some
59 initial challenges. Board members were invited to interview multiple candidates and there were
60 several board members there including Ms. Taylor and Mr. Manning.

61 Mr. Chen mentioned that they were not invited to participate in the committee, it was only after
62 it was formed, and they had one candidate.

63 Ms. Taylor noted that she supports Mr. Chen, in that all applications would be available to the
64 Board. She does not believe that it happened. Mr. Berry will be an excellent Principal.

65 Mr. Grondstra recommended that it go back to the PPC and the Policy Committee so it can be
66 reworked and remove ambiguity.

67 Ms. Taylor remarked that she does not see where the PPC was legally part responsible for policy.

68 Mr. Coughlan mentioned that this is part of the "G" series and falls under the PPC.

69 Mr. Grondstra asked if they need to make a temporary acceptance.

70 Mr. Steel replied that when they voted to hire him with a three-year contract, they overrode that
71 policy with that motion. However, the motion was not explicit in overriding the policy and if you
72 want it reflected in the minutes then they can make a motion. You cannot invalidate his contract
73 even if you wanted to.

74 Mr. Grondstra noted that they do not need to override the policy.

75 III. EHAB- Data Governance and Security

76 Mr. Steel noted that it was his belief that Ms. Taylor had some concerns.

77 Ms. Taylor commented that she has done some research and even spoke with NHSBA. She
78 wanted to discuss some items to be added in section “B”. There is also the response plan in part
79 “D”. She added that is all that she had of concern.

80 Mr. Grondstra inquired who is on the Policy Committee.

81 Mr. Coughlan replied, himself and Ms. Taylor.

82 Mr. Grondstra suggested that they bring it back to the Policy Committee.

83 Mr. Chen inquired if this was an adopted policy across the State.

84 Mr. Coughlan replied that it should have been adopted last year and he suspects that the policy
85 got lost. The items that Ms. Taylor want to change are easy and the policy should come back to
86 them in a short amount of time.

87 Mr. Chen asked Ms. Taylor if it should be changed.

88 Ms. Taylor remarked that her suggestions are to protect students’ privacy and data.

89 Mr. Grondstra noted that policy EHAB- Data Governance and Security is SAU wide and
90 suggested that it go back to the Policy Committee.

91 He asked Ms. Grund to make sure that she lists that as an action item and that it goes back to the
92 Policy Committee.

93 Ms. Grund replied yes.

94 IV. Community Council Update

95 Ms. Facey mentioned that there are number of students on the call as well as faculty that are part
96 of Community Council. A few meetings ago there was a concern over the relationship of CC to
97 the Board and administration. They want to clarify the roles of those three branches of the
98 system and share information on the SHS Constitution and the bylaws.

99 She then turned it over to SHS students, Ms. Simone Dodge and SHS Community Council
100 Liaison, Ms. Delaney Facques.

101 SHS Student and CC Moderator, Ms. Georgia Craven, then discussed how Community Council
102 is a three-legged stool with the three legs of Community Council, School Board and

103 Administration. The Board has final responsibility over policy in the school, but the
104 recommendation from council is hoped to be honored.

105 Ms. Dodge then discussed the original intention of CC. She noted that it is a link between
106 students and the faculty/staff of SHS, school board and communities of Amherst and Mont
107 Vernon. Additionally, Council governs all school affairs, consistent with the School Board and
108 state policy and administration regulations. It also gives them student voice in school.

109 Ms. Masho Primmer, SHS Student, explained the breakdown of representatives on Council.

110 Ms. Facques reviewed the Executive Members- Roles.

111 Mr. Oliver Toy, SHS Student, discussed some of the other responsibilities with the
112 Communications, SAC, and Judiciary Committees (J-Board and CRB). Members of Council are
113 asked to be on other committees as well.

114 Ms. Mattie Daniels, SHS Student, discussed the proposal process. 1. Anyone can bring a
115 proposal, 2. The proposal must be sent to the Moderator and Clerk, 3. It is then presented to the
116 Executive Council 4. If approved, it is then brought to the entire CC for deliberation.

117 Ms. Craven reviewed some past proposals such as Parking Proposal- Not passed, Weighted
118 GPA- Passed, Therapy Dogs- Passed, not yet implemented. It is her role to work with past
119 proposals.

120 Ms. Dodge noted that they have one more meeting for Community Council left, on Tuesday,
121 May 26th from 2:45 to 3:30 PM. The zoom registration link on school website under Council tab
122 and on Council Instagram. She encouraged the Board and community members to attend.

123 Mr. Grondstra thanked the students for all of their work and asked the Board if there were any
124 questions.

125 Ms. Grund commented that she would love to coordinate the topics so that they have give and
126 take.

127 Mr. Grondstra replied that they should look into it going forward. He asked Ms. Dodge and Ms.
128 Facques how they set their schedules and agendas.

129 Ms. Dodge replied that it depends on when they start discussing the proposals.

130 Mr. Grondstra asked Ms. Facques if she brings back notes from the school board meetings to the
131 Council. This is to ensure that they are working together and not working opposite.

132 Ms. Facques replied yes, also she is working to be elected as School Board Liaison next year.

133 Mr. Chen inquired what are the boundary conditions between the Council and the School Board.
134 He would like to know what they are defined as and what kind of boundary conditions should be
135 there.

136 Mr. Steel replied, legally there are only three bodies, the Superintendent, School Board and in
137 some limited situations the Principal. When it comes to policy decisions, it all rests with the
138 School Board. With Policy enforcement, that almost entirely rests with him as Superintendent or

139 his designees. In some cases, the Principal has some ability to enforce policy. Specifically, at
140 Souhegan, and the Souhegan Constitution outlines the conditions. The legal truth is that the
141 school board is the final arbiter of all policy decisions. Therefore, the school board can override
142 what Community Council does. In some other cases, the Superintendent can override decisions
143 made by CC. The SHS Constitution is an affirmative effort by all parties to try to establish how
144 they will work with one another and how they will interact in making those decisions.

145 Mr. Grondstra noted that he has sent out the CC Bylaws and the SHS Constitution.

146 Mr. Taylor commented that she appreciated the communication from the faculty members on
147 Council.

148 Mr. Grondstra asked for Board comments.

149 Mr. Coughlan mentioned that Articles 2 and 4 delineate the roles of the various entities. He then
150 reminded the Board that he was elected to be on the Interpretation Committee. So far, they have
151 never been called but they are ready.

152 Mr. Chen asked Ms. Dodge to read back the sentence on the from the Original Intention of
153 Community Council.

154 Ms. Dodge replied that “the primary purpose of the Community Council is to govern Souhegan
155 High School under authority derived from the School Board” SHS Constitution (Article IV,
156 Section 2)

157 Mr. Chen replied, no that was not what he was referring to.

158 Ms. Dodge then read from the first slide “The Board has final responsibility over policy in the
159 school, but the recommendation from council is hoped to be honored”.

160 Ms. Craven added that those were her comments it was not from the SHS constitution.

161 Ms. Grund remarked that is why she would like to have their topic discussions coordinated.

162 Mr. Grondstra commented that he agrees.

163 Mr. Chen mentioned that they are the elected bodies. The citizens of the towns have voted them
164 in for a reason to make decisions of the town. As long as that is the case, then they need to honor
165 that. He wants every student in the school to decide for themselves.

166 Mr. Grondstra noted this has been part of the SHS Constitution since 1999.

167 Mr. Steel commented that he has made it clear to the incoming Principal that he needs to be that
168 administrative representative to the CC moving forward. He explained that there is an imbalance
169 with the three-legged stool, and they are not yet in sync. He has had great conversations with the
170 faculty representatives, Mr. Tony Doucet and Ms. Joann McDeed. In closing, he has made it
171 clear to the incoming Principal that it is an important job that he has coming onboard.

172 Ms. Facey added that when she came on CC and what Superintendent Steel is saying is true. Was
173 designed to have a lot of conversation, with the Board Rep, and the Board. That is how it was

174 designed initially, and she would be happy go back to that structure. Their primary goal is to
175 provide the best education for the students. She hopes that they keep that in mind going forward.

176 Ms. Taylor mentioned that she would appreciate Mr. Berry's involvement. She believes that it
177 also involves the Dean of Students, Ms. Kelly Driscoll.

178 Mr. Grondstra replied that he wants to get on the same page moving forward. He added that this
179 was a great presentation.

180 Mr. Coughlan added that for the first 20 years of the school's operation, the board ratified by not
181 overthrowing any decision by CC. In the last 5 years or so, they have had a permanent
182 disagreement over cameras but even then, they respected CC's position. He believes that the
183 system is working well and respects the Council and the process. He added that it has not caused
184 any problems.

185 The Board thanked the students.

186 V. Personnel Changes

187 SAU #39 Business Administrator, Ms. Michele Croteau, noted that they have made sufficient
188 changes they did reduce one Math and one Spanish position.

189 Mr. Steel asked Principal of SHS, Mr. Bill Hagen, if he would update the Board on the personnel
190 changes.

191 Mr. Hagen noted that he met with Ms. Croteau and looked at enrollment numbers. They had two
192 retirements in both of those departments. They asked coordinators to be sure that they could still
193 offer the programs for students with their reduction and they had confirmation on that. Those
194 were the two areas that they elected to reduce. He feels that they made the right decisions in the
195 right department areas.

196 Mr. Steel asked Mr. Hagen to provide the board an update with the schedule adjustments.

197 Mr. Hagen replied that they began examining the schedule from a number of points of view back
198 7 or 8 years ago when the schedule was developed. There were historical documents, by
199 teachers, that noted that they should look at the schedule in place. That got lost in the shuffle and
200 7 years later here they are now. The change in the start time was a reason to look at the schedule.
201 The change in the start time and lack of access to courses also made them look into the schedule.

202 He then put a survey to the staff asking a number of questions regarding the priorities and
203 thinking about the future. They came up with 5 priorities, common planning time, flex time, long
204 blocks, and consistency in the schedule. With that, he opened the conversation up to the staff
205 and CC. They held 5 meetings during that time frame and came down to a schedule that was a
206 good start. They looked at taking the White Day out and moving the skinny block to the end of
207 the day. They also thought about this as a transitional model. He mentioned having a
208 differentiated diploma. Those are conversations that need to be furthered. That proposal was
209 brought to Community Council. There was an amendment was to move the skinny block back
210 from period 8 to 6. That amendment passed unanimously by CC. They began having discussion
211 about eliminate the White Day. When they got in the second meeting of discussion there was

- 212 another amendment to make every Wednesday a White day. He was concerned about the prior
213 amendment and if this one did pass. He then removed his proposal. Right now, he is talking to
214 staff and they are going to have to move forward with the current schedule that they have now.
- 215 Ms. Facey added that she was on that meeting and was not sure if Principal Hagen knew that his
216 proposal would be voted on as well.
- 217 Principal Hagen remarked that he did not know that, and the amendment would have put the
218 school in a bad direction.
- 219 Ms. Grund mentioned that she would like to see what CC is discussing. When she hears about
220 differentiating diploma, she is not sure what it is and would like to know more.
- 221 Mr. Chen questioned how this fits in with the other schools' structure.
- 222 Mr. Steel added that is one of the reasons why they have slowed down on their start time
223 progress. They need a good school board rep on CC so that they have that communication. He
224 agrees in that CC and the School Board need to be working together.
- 225 Mr. Coughlan asked why did Council want the skinny block to stay in period 6 instead of 8.
- 226 Ms. Facques replied that the students felt that they could not get all of their voices heard and
227 were concerned with the timing of the change.
- 228 Ms. Taylor commented that she listened in on Council meetings and the conversation was very
229 rich. They had a lot of valid points and it should be considered for a lot of reasons.
- 230 Principal Hagan noted that no one came that was elected to go. Mr. Tony Doucet, the CC faculty
231 representative had mentioned it to him.
- 232 Ms. Taylor added that she would like to discuss the change of the Administrator that is on CC,
233 going from Ms. Driscoll and changing to Mr. Berry. The replacement of Dean of Students with
234 the Principal on Community Council was proposed by Superintendent Steel. This change should
235 be discussed at their next meeting.
- 236 Principal Hagan remarked that CC is vital to their students. He suggested that amendments be
237 vetted in the same way as proposals.
- 238 Mr. Nathan Carle, SHS Teacher, explained the historical context where they are now. With the
239 change of leadership, it was supposed to be looked at and it did not happen.
- 240 VI. AFC process and FY' 22
- 241 Mr. Steel noted that they are running short on time and asked Chairman Grondstra his thoughts.
- 242 Mr. Grondstra remarked that he would like to discuss projects and CBE.
- 243 Mr. Chen added that it was his assumption was that they were going to talk about that today.
- 244 Mr. Grondstra replied that that he believes that it should be addressed at the SAU.

245 Mr. Chen noted that a lot of the affect is related to SHS. He added that it can be independent of
246 other schools. They are coming to the end of the clock.

247 Mr. Grondstra noted that there are far reaching implications to the other districts and schools.

248 Mr. Chen commented that this method of learning stands alone, it is not affected by 8th grade
249 and they need to be able to conclude as a Board.

250 Mr. Grondstra suggested that they discuss this at the SAU meeting.

251 Ms. Taylor added that it can easily be discussed at both and they can have their own discussion
252 about it.

253 Mr. Grondstra noted that they can have that discussion at the SAU and then dive into the
254 Souhegan items the next day.

255 Ms. Grund asked if he could add Grading and Reporting as well.

256 Mr. Steel noted that now that Ms. Croteau is in her second year, they want to make sure that the
257 SAFC and the Board and administration has a process.

258 Ms. Facey added that she is glad to see it happen. She would like to see the lines of
259 communication, much like Community Council. She thanked Ms. Croteau.

260 Ms. Grund inquired if she could be included as she is the Liaison.

261 Ms. Croteau replied, yes.

262 VII. SHS Strategic Vision

263 Mr. Steel noted that he wants to be respectful of a few members that have had concerns with
264 MBE. He explained that they cannot go there without Board support. It is important that they
265 articulate why they think what they think. They need to vigorously debate how to get there at the
266 school board level. For them to get there they need to have those debates. As new board
267 members come on, they may need to have these discussions all over again and he is mindful of
268 that. He needs to be clear that they need board support and state their disagreements.

269 Mr. Grondstra commented that they need to devote a good portion of this discussion to the next
270 meeting.

271 Mr. Chen added that it is not just the Board and he is hearing things from all over the Town
272 about CBE. He does not understand the pieces of SHNU's Dual Enrollment. Until they all get to
273 that same point, they do not have something that everyone buys into.

274 Mr. Steel mentioned 8 years ago the Boards made a commitment into CBE. The community
275 needs to have deep understanding of what they are doing as a school system.

276 Mr. Grondstra noted that the grading and reporting has caused enough turmoil. It is a good-sized
277 discussion and they need to have the right people to provide context to the decisions where they
278 are now and to come to a consensus.

279 Ms. Grund mentioned that she would like to see a separate meeting that is just about strategic
280 vision, it is multi-faceted. They need to understand those parts and need one meeting to have the
281 full discussion.

282 Mr. Grondstra noted that he agrees.

283 Ms. Taylor explained that she is not opposed to change. She agrees with Ms. Grund in that the
284 Board needs to have a greater discussion.

285 Mr. Grondstra noted that it will appear on an agenda soon.

286 VIII. Public Comment

287 Ms. Shannon Gascoyne, Amherst NH, welcomed Mr. Berry to SHS. She thanked him for his
288 work on the NH State School Transition Reopening and Redesign Taskforce. She is looking
289 forward to any updates he can bring to the community when the time comes.

290 Ms. Catie Dodge, Amherst NH, inquired how much the district receives per student regarding
291 Adequacy Aid.

292 Ms. Croteau replied that she does not have that on hand right now.

293 Ms. Dodge questioned how much money they are losing due to students choosing to attend high
294 school somewhere else. She thinks that they need to look at the school district like a business.
295 Additionally, they need to reconsider if they are losing students and when they lose students then
296 they lose money. It is worth reconsidering.

297 The Board thanked Ms. Gascoyne and Ms. Dodge for their comments.

298 IX. Non-Public Session

299 Mr. Steel noted that he is happy to discuss this in public session.

300 Ms. Taylor made another point about EHAB, that there were disturbing articles about Zoom.
301 They are heavily reliant on Zoom and the SAU should consider researching Zoom to protect
302 students' privacy.

303 Mr. Steel added that Zoom is approved and meets the standards of HB 1416. Technology
304 Director, Mr. Alex Stone, has vetted it early on.

305 Ms. Taylor asked if she can guarantee that students and teachers are not using the free version.

306 Mr. Steel noted if their teachers are hosting a Zoom meeting they should not be using the free
307 version. Some students have their own account and they can easily click on the link provided.

308 Mr. Chen added that he was more concerned about the current budget and some additions to the
309 UFB.

310 Mr. Grondstra noted that these were things that they had to spend money on.

311 X. Purpose of the Science Lab Improvements

312 Superintendent Steel noted that Ms. Taylor had a question about the Science Lab improvements
313 and what that would mean for from an instructional point of view. The teachers that are in
314 attendance are Ms. Anne Clifton-Waite, Mr. Nathan Carle and Ms. Julianne Muller- Northcott.

315 Mr. Carle remarked that he is the Science Coordinator and is teaching in the Annex. He added
316 that one of their big reasons for improvements is to make their labs safer. He noted that they do a
317 lot of their labs in the hallway which is not ideal. They also have been in a push to change some
318 of their courses into college level courses.

319 Ms. Muller-Northcott noted that they are excited that this ideas are being considered. They
320 thought for the first phase is to take 4 of the classrooms and turn that into two larger spaces. One
321 would be a lab space and then a second lab space that is more multi-purpose. This would cause
322 pressure on the schedule.

323 Ms. Anne Clifton-Waite remarked that in order for the town to get behind putting funds into the
324 Science Classrooms it needs to be more specialized, and not considered general ed classrooms.
325 Yes, space is an issue. They have had kids leave their backpacks in the hall because there is not
326 enough room. Safety is the priority.

327 Mr. Grondstra thanked the teachers.

328 Mr. Chen asked the science teachers for their help with prioritizing the items.

329 Mr. Steel added that the number one priority is the instructional needs of the science labs.

330 Ms. Clifton-Waite commented that they have been working with the Architects. She cannot
331 speak to the \$291k but wants to try to minimize the extra kinds of infrastructure to the best that
332 they can.

333 Ms. Muller- Northcott commented that they are really working hard to raise the programming
334 and they need the space and resources to do that.

335 Mr. Grondstra thanked the teachers again.

336 XI. AD Hiring Process

337 Mr. Steel noted that the Athletic Director is not a certified position through the State and
338 technically one of his hires. Mr. Chen, Athletic Liaison Committee member, will be a part of the
339 process. Principal Hagen has already started the process and they have received a number of
340 applications. He will be apart at the end when it comes to making the final decision.

341 Mr. Grondstra replied that it seems like a fairly simple process.

342 Ms. Taylor commented that this reminds her of something related and having exit interviews
343 with the Board. She questioned what is the status.

344 Mr. Steel replied that that is usually with senior staff and he will be happy to share information
345 in Non-Public.

346 Ms. Grund asked about Prom. She also asked about the thoughts on plans for the Fall.

347 Mr. Steel replied that he does not know about Prom just yet. They were looking at establishing a
348 date over the summer and want to get graduation sorted out. Graduation is scheduled for June
349 19th and they will use rain dates if needed. They are planning for it to be outside by the Back
350 Field by the baseball field with the Fire, Police and Public Safety. He has been given permission
351 to attend the Hollis/ Brookline Graduation and can learn a lot from them.

352 In terms of the Fall, the NH State School Transition Reopening and Redesign Taskforce and the
353 DOE is there to advise him. He is talking with other towns and seeking out information far and
354 wide. He then read the results from a survey he sent out. They will keep asking those questions
355 and they are in a wait mode. Additionally, they are investigating a startup program that is meant
356 to fill gaps. It is too early to say what that would look like and what that would be. Right now, he
357 is not sure if social distancing inside a school is practical. Full social distancing in the school
358 may not be practical, however, he could be wrong. He also does not think that alternating days
359 would work for families. They need to give parents the option and for those that are not
360 comfortable, need to provide remote instruction. He emphasized that those are his thoughts as of
361 right now.

362 Ms. Facey commented that the Communications Committee is working with the Amherst Citizen
363 in an effort to honor Seniors.

364 Ms. Taylor noted that one of the trainings that the State discussed putting online was a program
365 to evaluate their child's level as well. This is an effort to be proactive.

366 Mr. Grondstra mentioned that the NHSBA puts on a lot of great trainings and they are online. He
367 has completed a few and they have been great. He encouraged the Board to take a look.

368 Ms. Grund added that she is the Liaison for the PTSA, and they are trying to reach out to current
369 8th graders. If school is able to open in the fall and they are able to have picnics on the Green,
370 the PTSA usually sponsors the last one. If the event is possible, they will have the new Principal
371 and the incoming 9th graders.

372 XII. Meeting Adjourned

373 **Ms. Facey motioned to adjourn the meeting at 9:00 PM. Ms. Grund seconded the motion.**
374 **The vote was unanimous, motion passed.**

375 **Mr. Grondstra called a roll call: Grondstra-Yes, Facey-Yes, Grund- Yes, Coughlan-Yes,**
376 **Taylor- Yes, Chen- Yes and Torres- Yes.**