

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Amended Amended Board of Education Regular Meeting Agenda
Monday, September 25, 2017
6:00 pm
District Board and Training Center
340 Fair Street (Door 36)

Note, public notice of this meeting given by posting at the District Office, Levi Leonard Elementary School Office, Theodore Robinson Intermediate School Office, J.C. McKenna Middle School Office, High School Office, Evansville School District Web Site: Evansville.k12.wi.us, and by forwarding the agenda to the Evansville Review, Union Bank & Trust and Eager Free Public Library.

I. Roll Call: Mason Braunschweig Melissa Hammann Thomas Titus
 Eric Busse Keith Hennig
 David Hamilton John Rasmussen

II. Approve Agenda.

III. Public Announcements/Recognition/Upcoming Events:

- Introduction of Grades 3-12 New Staff and District Office Staff
- Wisconsin School Board Appreciation Week, October 1-7, 2017
- Annual School Board Meeting – October 9, 7:00 pm

IV. Information and Discussion:

A. Donations:

1. From Evansville Angels Softball - \$5,000 for Softball Fence.
2. From Evansville Sports Boosters - \$18,676 for Installation of Irrigation Systems for Baseball Outfield and Softball Infield.

V. Budget Finance – Chair, Hammann:

A. Discussion Items:

1. 2017-2018 Budget Update/State Budget.
2. 2018 Potential Facilities/Operations Referendum Update.

B. Develop Budget Finance Agenda Items for October 23, 2017, Meeting.

VI. Business (Action Items):

- A. Resolution Ratifying Resolution Approved September 11, 2017, Authorizing Temporary Borrowing in the Amount Not to Exceed \$2,500,000.
- B. Approval of Donations – \$5,000 From Evansville Angels Softball for Softball Fence; \$18,676 From Evansville Sports Boosters for Installation of Irrigation Systems for Baseball Outfield in the Amount of \$12,377 and \$6,299 for Softball Outfield.
- C. Approval of Retirement of Business Manager.

VII. Consent (Action Items):

- A. Approval of Policy #811.1 – Family/Guardian Involvement.
- B. Approval of September 11, 2017, Regular Meeting Minutes.

VIII. Policies – Chair, Hammann

A. Second Reading:

1. #527.1 – Whistleblower
2. #528 – Staff Conduct With Students (Staff Student Relations)
3. #533.1 – Criminal Background Checks
4. #744 – Personal and Donated Property in School Buildings

IX. Board Development – Chair, Braunschweig:

- A. Develop Board Development Agenda Items for October 23, 2017, Meeting.

X. Future Agenda – October 9, 2017, Regular Board Meeting Agenda.

XI. Executive Session – Convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position.

XII. Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.

XIII. Adjourn.

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.

Upon reasonable notice, all reasonable efforts will be made to accommodate the needs of people with disabilities through appropriate aids and services. For additional information or to request this service, contact the District Office at 340 Fair Street, 882-3387 or 882-3386. Persons needing more specific information about the agenda items should call 882-3387 or 882-3386 at least 24 hours prior to the meeting.

Posted: 9/18/17
Re-Posted: 9/20/17
Re-Posted: 9/20/17

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Amended Board of Education Regular Meeting Agenda/Briefs
Monday, September 25, 2017
6:00 pm
District Board and Training Center
340 Fair Street (Door 36)

- I. **Roll Call:** Mason Braunschweig Melissa Hammann Thomas Titus
Eric Busse Keith Hennig
David Hamilton John Rasmussen

II. **Approve Agenda.**

Suggested Motion: I move to approve the agenda as presented.

III. **Public Announcements/Recognition/Upcoming Events:**

- Introduction of Grades 3-12 New Staff and District Office Staff
- Wisconsin School Board Appreciation Week, October 1-7, 2017
- Annual School Board Meeting – October 9, 7:00 pm

IV. **Information and Discussion:**

A. Donations:

1. From Evansville Angels Softball - \$5,000 for Softball Fence. This will replace the softball varsity backstop.
2. From Evansville Sports Boosters - \$18,676 for Installation of Irrigation Systems. \$12,377 towards baseball outfield irrigation system and \$6,299 towards softball outfield irrigation system.

V. **Budget Finance – Chair, Hammann:**

A. Discussion Items:

1. 2017-2018 Budget Update/State Budget – Business Manager, Mr. Swanson, will give an update.
2. 2018 Potential Facilities/Operations Referendum Update – District Administrator, Mr. Roth, will give an update.

B. Develop Budget Finance Agenda Items for October 23, 2017, Meeting.

VI. **Business (Action Items):**

- A. Resolution Ratifying Resolution Approved September 11, 2017, Authorizing Temporary Borrowing in the Amount Not to Exceed \$2,500,000 – Coming forward as a second notice for approval.

Suggested Motion: I move to approve the Resolution Ratifying Resolution Approved September 11, 2017, Authorizing Temporary Borrowing in the Amount Not to Exceed 2,500,000.

Roll Call Vote –

- B. Approval of Donations – \$5,000 from Evansville Angels Softball for varsity softball backstop fence; \$18,676 from Evansville Sports Boosters for installation of irrigation systems for baseball outfield in the amount of \$12,377 and \$6,299 for softball outfield.

Suggested Motion: I move to approve the donations from: Evansville Angels Softball for replacing the softball varsity backstop in the amount of \$5,000 and from Evansville Sports Boosters for installation of irrigation systems on softball and baseball fields in the amount of \$18,676.

- C. Approval of Retirement of Business Manager – Mr. Swanson has submitted his notice of retirement, effective June 30, 2018.

Suggested Motion: I move to approve the retirement of Mr. Swanson, Business Manager, effective June 30, 2018, and thank him for his two years of service in the District.

VII. Consent (Action Items): Do you want to remove any items?

- A. Approval of Policy #811.1 – Family/Guardian Involvement.
B. Approval of September 11, 2017, Regular Meeting Minutes.

Suggested Motion: I move to approve the consent agenda items: policy #811.1- Family/Guardian Involvement and the September 11, 2017, regular meeting minutes, as presented.

Roll Call Vote –

VIII. Policies – Chair, Hammann

- A. Second Reading:
1. #527.1 – Whistleblower
 2. #528 – Staff Conduct With Students (Staff Student Relations)
 3. #533.1 – Criminal Background Checks
 4. #744 – Personal and Donated Property in School Buildings

IX. Board Development – Chair, Braunschweig:

A. Develop Board Development Agenda Items for October 23, 2017, Meeting.

X. Future Agenda – October 9, 2017, Regular Board Meeting Agenda.

XI. Executive Session – Convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position.

Suggested Motion: I move to convene into closed session under Wisconsin State Statute 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to deliberate and discuss strategy concerning collective bargaining negotiations; namely to discuss negotiations strategy concerning the 2017-2018 contract with the Evansville Education Association (EEA) covering teachers and the Evansville Education Association Auxiliary (EEAA) covering support staff; and to discuss Business Manager position.

Roll Call Vote –

XII. Reconvene Into Open Session To Take Action, If Necessary, On Any Open or Closed Session Items.

XIII. Adjourn.

Suggested Motion: I move to adjourn the meeting

Upcoming Meetings:

- October 9, 2017, 6:00 pm, Regular Board Meeting
- October 9, 2017, 7:00 pm, Annual Meeting
- October 23, 2017, 6:00 pm, Regular Board Meeting
- November 13, 2017, 6:00 pm, Regular Board Meeting
- November 27, 2017, 6:00 pm, Regular Board Meeting

~~NOT REQUIRED — SUGGEST TO REMOVE~~

FAMILY/GUARDIAN INVOLVEMENT

Rationale

~~It is the goal of~~ The Evansville Community School District Board of Education **encourages** to ~~develop~~ strong partnerships **between school and with the** home. Working as partners, parents/guardians and educators can increase student achievement and develop positive attitudes about self and school.

A key factor in the home-school partnership is the relationship between the teacher and the parent/guardian. Teachers are professionals who manage a variety of instructional resources. Parents/guardians are essential in the learning process of their children. Organizational support from the Board, district administrators, and building principals enables teachers and parents/guardians to develop effective partnerships.

We believe that collaboration among family, school and community is essential to quality education and effective guidance of educational decision-making. Therefore we will maintain a communication network to maximize the resources of family, school, and community.

Policy

The partnership between home and school will be supported by:

1. A communication network that fosters home and school partnerships to promote positive student attitudes and improve student achievement.
 - a. The School District's Administrative Team will annually plan and initiate the following activities designed to communicate expectations for student progress and solicit parental/guardian input:
 1. Media Notices
 2. Pamphlets, Handbooks and Websites
 3. School Performance Reports
 4. Student Report Cards
 5. Student Progress Reports
 6. Parent/Guardian / Teacher Conferences
 7. Technology Conferencing (telephone, internet, etc.)
 8. Surveys

~~The Evansville Community School~~ District and staff will provide leadership in the development of clear avenues of parental/guardian involvement. Full realization of the partnership will be achieved through the on-going commitment and active participation by both home and school.

EVANSVILLE COMMUNITY SCHOOL DISTRICT
Evansville, Wisconsin

The regular meeting of the Board of Education of the Evansville Community School District was held Monday, September 11, 2017, at 6:00 pm in the District Board and Training Center.

The meeting was called to order by Vice President Eric Busse. Roll call was taken. Members present: Busse, Hamilton, Hammann, Hennig, Rasmussen, Titus, HS Board Reps Parker and Krueger. Absent: Braunschweig.

APPROVE AGENDA

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve the agenda as presented. Motion carried, 6-0 (voice vote).

PUBLIC ANNOUNCEMENTS/RECOGNITION/UPCOMING EVENTS

- Annual School Board Meeting – October 23, 7:00 pm.
- Welcome High School Student Board Representatives – Ava Parker and Maddy Krueger
- Introduction of K-2 New Staff

PUBLIC PRESENTATIONS

None.

INFORMATION & DISCUSSION

High School Representatives Ms. Parker and Ms. Krueger presented high school events.

District Administrator, Mr. Roth, presented an update on the 2018 potential facilities/operations referendum. The first meeting of the Citizens Advisory Committee was on September 6; information will be on Facebook, the website, and provided to the Evansville Review. Discussion.

Levi Leonard Elementary School Principal, Mr. Schwartz, shared the need for additional LMC clerk hours. Discussion.

Ms. Hammann presented for a first reading, policies: #527.1-Whistleblower; #528-Staff Conduct With Students (Staff Student Relations); #533.1-Criminal Background Checks; and #744-Personal and Donated Property in School Buildings. Discussion.

Ms. Hammann presented for a second reading, policy #811.1-Family/Guardian Involvement (Parental Involvement).

Business Manager, Mr. Swanson, asked to move the annual meeting date of October 23 to October 9, at 7:00 pm, due to borrowing money guidelines. Discussion.

PUBLIC PRESENTATIONS

None.

BUSINESS (Action Items)

Motion by Mr. Hennig, seconded by Mr. Titus, moved to approve the hiring of High School Assistant Track Coach, Garth Coats, for a stipend of \$1,968; High School Boys JV1 Basketball Coach, Todd Sperry, for a stipend of \$2,812; and Curt Ritchie, High School JV2 Basketball Coach, for a stipend of \$2,410. Motion carried, 6-0 (voice vote).

Motion by Mr. Hennig, seconded by Mr. Rasmussen, moved to approve increasing the LMC clerk hours of Jenean Hamilton from 25 to 29 hours/week during quarters one and three for the 2017-2018 school year, as presented. Discussion. Motion carried, 6-0 (voice vote).

Motion by Mr. Rasmussen, seconded by Mr. Titus, moved to approve the Resolution authorizing temporary borrowing in an amount not to exceed \$2,500,000; issuance of tax and revenue anticipation promissory notes; and participation in the PMA levy and aid anticipation notes program. Motion carried, 6-0 (roll call vote).

CONSENT (Action Items)

Motion by Ms. Hammann, seconded by Mr. Hennig, moved to approve the consent agenda items: August 28, 2017, minutes and the Annual Meeting date to October 9, 2017, at 7:00 pm, as presented. Motion carried, 6-0 (roll call vote).

Motion by Ms. Hammann, seconded by Mr. Hennig, moved to approve the August bills, as presented. Discussion. Motion carried, 6-0 (voice vote).

FUTURE AGENDA

September 25, 2017, regular meeting agenda shared.

ADJOURN

Motion by Mr. Hennig, seconded by Mr. Titus, moved to adjourn the meeting. Motion carried, 6-0 (voice vote). Meeting adjourned at 6:36 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____ Dated: _____ Approved: 9/25/17
Mason Braunschweig, President

WHISTLEBLOWER

The Evansville Community School District Board of Education is committed to protecting employees and applicants for employment from interference with making a protected disclosure* or retaliation for having made a protected disclosure or having refused an illegal order as defined by state and federal law or Board of Education policies.

A District employee may not: (1) retaliate against an employee or applicant for employment who has made a protected disclosure or who has refused to obey an illegal order, or (2) directly or indirectly use or attempt to use the official authority or influence of his or her position or office for the purpose of interfering with the right of an employee or applicant to make a protected disclosure. It is the intention of the District to take whatever action may be needed to prevent and correct the activities that violate this policy.

***Protected Disclosure:**

An employee of the State of Wisconsin, except for certain exceptions listed in s. 230.80(3), may not be retaliated against for disclosing information regarding a violation of any state or federal law, rule or regulation, mismanagement or abuse of authority in state or local government, substantial waste of public funds or a danger to public health or safety. An employee may disclose information to any other person. However, before disclosing information to anyone other than an attorney, collective bargaining representative or legislature, the employee must do one of the following disclose the information in writing to the employee's supervisor, or disclose the information in writing to an appropriate governmental unit designated by the Equal Rights Division.

Legal Ref.: 30 U.S.C. §3739(h) Sarbanes-Oxley Fraud Prevention Act

Local Ref.: Policy #511 – Equal Opportunity Employment
Policy #871 – Public Complaints About School Personnel
Policy #871 Form – Complaints Against Staff Form
Employee Handbook

Revised:

1st Reading: 9/11/17; 2nd Reading: 9/25/17

STAFF CONDUCT WITH STUDENTS

The Evansville Community School District Board of Education expects all staff members, including teachers, coaches, counselors, administrators, board members, support staff and others, to maintain the highest professional, moral and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers.

All District staff are expected to accept responsibility for their conduct, and to understand that their conduct may be regarded as representative of the District, and that even off-duty conduct may adversely affect the abilities of a staff member to effectively perform his/her job duties. Staff is expected to abide by a professional standard of conduct and model good citizenship for students, parents, and the community.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and consistent with the educational mission of the schools. Even if a student participates willingly in an activity, prohibited interactions between staff and students (regardless of the student's age) are a violation of this policy.

Specifically, the District expects that its staff maintain appropriate professional relationships with students in particular, and any youth in general, and be sensitive to the appearance of impropriety in their conduct with students. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct may constitute a violation of this policy.

Prohibited Conduct

Examples of unacceptable conduct by staff members that are expressly prohibited include but are not limited to the following:

1. Harassing a student by any type of sexual or inappropriate physical contact (e.g. kissing, being overly "touchy") or any other conduct that might be considered harassment under the Board's policy on Prohibition of Student Discrimination and Harassment;
2. Assessing, diagnosing or treating a student's personal problems relating to sexual behavior, substance abuse, mental or physical health and/or family relationships. Students should be referred to the appropriate staff member or agency for assistance. This does not prevent students from bringing personal problems to the attention of a staff member;
3. Sexually suggestive behavior, including, but not limited to jokes, sexual banter, allusions, flirting or innuendos with students, in any form, including social media;
4. Dating between staff members and currently enrolled students;
5. Taking a student off premises without specific, written permission except in an emergency situation or as a regular expectation of their job responsibilities such as co-op students, transition students, etc.;

6. Disclosing a staff member's personal, sexual, family, employment concerns, or other private matters to one or more students.

Before sharing personal contact information, or maintaining personal contact with a student by telephone, e-mail, internet chat rooms, or any other written or electronic media (beyond homework or other legitimate school business), staff members will review the activity with their building principal or supervisor and communicate with parents, as appropriate.

Reporting Violations

Students and/or their parents/guardians and staff are encouraged to notify the principal if they have reason to believe a staff member may be engaging in conduct that violates this policy.

Disciplinary Action

Staff violations of this policy shall result in disciplinary action. The standards and expectations which are stated herein are not exclusive, and may be expanded or updated at the discretion of the Board. Violations involving sexual or other abuse will also result in referral to the Department of Human Services and/or law enforcement in accordance with Board policy.

Notification

Notification of this policy shall be made by inclusion in all employee, student and volunteer handbooks.

Legal Ref.: Sections 115.31-License or Permit Revocation; Reports; Investigation; Wisconsin Statutes

120.12(2) School Board Duties

120.13(1) School Board Powers

948.095 Sexual Assault of a Child by a School Staff Person or a Person Who Works or Volunteers With Children

Local Ref.: Policy #363.2/554 - Acceptable Use and Internet Safety Policy for Students, Staff and Guests

Policy #411 - Equal Educational Opportunities

Policy #411.1 – Prohibition of Student Discrimination and Harassment

Policy #411.1 Form – Discrimination or Harassment Complaint Form

Policy #411.1 Rule – Student Discrimination Complaint Procedures

Policy #454 - Reporting Child Abuse and Neglect

Policy #522 - Staff Conduct

CRIMINAL BACKGROUND CHECKS

The Evansville Community School District Board of Education is charged with responsibility for the health, safety, welfare and supervision of children in a variety of settings – including some settings in which students should be considered vulnerable. As part of meeting this significant responsibility, and in consideration of other important factors related to safety and due diligence, pre-employment criminal background checks shall be conducted for all persons recommended for employment in the District, regardless of the category or type of position. No one may begin employment with the District until the criminal background check is complete and verified by the District Administrator or his/her designee. All offers of employment are contingent upon the results of the criminal background check that are deemed satisfactory to the District.

If the pre-employment criminal background check reveals a conviction or pending charge which the person recommended for employment failed to disclose as required on the District's employment application, the District may refuse to employ the person.

The District shall also conduct criminal background checks and driver record checks as required by law for persons employed or under contract to transport students for the District who do not hold a valid school bus endorsement. A person must be free of any disqualifying driving violations in order to be authorized to transport students. If after the background check and driver record check is conducted, the person is convicted of a disqualifying offense, he/she shall be required to inform the District of any motor vehicle accident in which he/she was the driver, any suspension or revocation of operating privileges, and any conviction or operating privilege revocation that would disqualify him/her from providing student transportation. The person shall not be allowed to transport students for the time period specified.

Any current District employee who has been charged with or convicted of a felony shall report that fact to the principal without delay. Failure to report under this policy may result in disciplinary action up to and including termination.

In determining whether to screen an applicant or employee for possible exclusion or other adverse employment action based on pending charges or a criminal conviction, the District will consider the nature of the allegations or the crime/conduct, the time elapsed, and the nature of the job. Before an applicant or employee would be excluded from employment based on pending charges or a criminal conviction, the District will conduct an individualized assessment as follows:

1. The District will notify the individual that he/she has been identified for possible exclusion because of a felony conviction;
2. The District will offer the individual an opportunity to demonstrate that the exclusion should not be applied due to his/her particular circumstances; and
3. The District will consider whether the additional information provided by the individual, if any, warrants an exception to the proposed exclusion based upon a conclusion that applying the proposed exclusion under the specific circumstances would not reflect legitimate job-related concerns, or that applying the conclusion would be otherwise inconsistent with state

or federal law. For example, state law prohibits an employer from denying employment to an individual based upon a pending charge or a misdemeanor conviction except where the circumstances of the charge/conviction are substantially related to the circumstances of the job.

The administration shall establish the procedures necessary to obtain the required criminal background checks and carry out the other provisions of this policy.

Legal Ref.: Sections 111.31 Wisconsin Statutes (Declaration of Policy)
111.321 (Prohibited Bases of Discrimination)
111.335(1)(d) (Arrest or Conviction Record: Exceptions and Special Cases)
Equal Opportunity Employment

Local Ref.: Policy: #353.1 - School Volunteers

PERSONAL AND DONATED PROPERTY IN SCHOOL BUILDINGS

The Evansville Community School District will not assume responsibility for the maintenance, repair or replacement of equipment or material privately owned by a teacher or student and brought to a school or a school function unless the use or presence of such has been specifically requested or authorized by the school administration or Board in writing. Books, audio-visual materials or other items purchased by the teacher to enhance instruction are exempt from the written permission requirement, but the District assumes no liability for such items. They should be clearly marked as the personal property of the staff member.

Prior to staff members bringing large personal property (furniture, carpet, etc) to school, they must obtain permission from their administrative supervisor. Large items left in classrooms at the end of the school year may be disposed of at the discretion of the custodial staff and building principal.

No donations of large items by staff, students or citizens may be brought to school without permission. Except where they are specifically solicited and approved by administrative staff, no appliances should be placed in classrooms, staff lounges, or other areas under the control of the District. A disposal fee of \$50.00 may be charged to any staff member or citizen who does not remove personal or donated property from the schools when told to do so by the administrator.

Principals and/or supervisors shall not approve the request to bring in personal property if the property can be obtained in the District.

The District is not responsible for damaged, lost or stolen personal property.

Local Ref.: Employee Handbook

EVANSVILLE COMMUNITY SCHOOL DISTRICT

Board of Education Regular Meeting Agenda

Monday, October 9, 2017

6:00 pm

District Board and Training Center

340 Fair Street (Door 36)

Note, public notice of this meeting given by posting at the District Office, Levi Leonard Elementary School Office, Theodore Robinson Intermediate School Office, J.C. McKenna Middle School Office, High School Office, Evansville School District Web Site: Evansville.k12.wi.us, and by forwarding the agenda to the Evansville Review, Union Bank & Trust and Eager Free Public Library.

- I. Roll Call: Mason Braunschweig Melissa Hammann Thomas Titus
 Eric Busse Keith Hennig HS Board Rep Ava Parker
 David Hamilton John Rasmussen HS Board Rep Maddy Krueger
- II. Approve Agenda.
- III. Public Announcements/Recognition/Upcoming Events:
- National School Lunch Program - October 9 - 13
- IV. Public Presentations.
- V. Information & Discussion:
- A. High School Student Board Representatives Report.
 - B. 2018 Potential Facilities/Operations Referendum Update.
 - C. 2017-2018 Budget Update.
- VI. Public Presentations.
- VII. Business (Action Items):
- A. Approval of _____
- VIII. Consent (Action Items):
- A. Approval of September 25, 2017, Regular Meeting Minutes.
 - B. Approval of September Bills and Reconciliation.
 - C. Approval of Policies:
 - 1. #527.1 – Whistleblower
 - 2. #528 – Staff Conduct With Students (Staff Student Relations)
 - 3. #533.1 – Criminal Background Checks
 - 4. #744 – Personal and Donated Property in School Buildings
- IX. Future Agenda – October 23, 2017, Regular Board Meeting Agenda.
- X. Adjourn.

Approximately 6:50 pm, Motion for Recess From This Meeting to Open the Annual Meeting.

Return From Recess at the Conclusion of the Annual Meeting.

This notice may be supplemented with additions to the agenda that come to the attention of the Board prior to the meeting. A final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.