

RECORD OF PROCEEDINGS

Minutes of Mathews Local Board of Education

Regular Meeting

Held February 28, 2018

The Mathews Local Board of Education met in a regular meeting on February 28, 2018 at 6:00 p.m. at the Mathews High School Cafeteria.

At 6:03 p.m. the President, Mr. Brown, called the meeting to order with all members present, gave the Pledge of Allegiance, which was followed by a moment of silence where former Mathews custodian, Audry Snyder, who passed away on February 22, 2018 was remembered.

ROLL CALL: Mr. Brown-here, Mrs. Garman-here, Mr. Gifford-here, Mr. Pegg-here, and Mr. Rager-here.

EXECUTIVE SESSION

At 6:02 p.m. it was moved by Mr. Brown and seconded by Mr. Gifford that the Board of Education enter executive session to discuss the appointment, employment of a public employee or official, preparing for, conducting or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of they employment, and matters required to be kept confidential by federal law or rules or state statutes.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

At 7:05 p.m. the President called the meeting back to order.

APPROVAL OF MINUTES

Moved by Mrs. Garman and seconded by Mr. Rager that the Board of Education approve the minutes of the regular meeting held January 17, 2018.

DISCUSSION: None

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

FINANCIAL REPORTS

Check Register
Financial Summary
Bank Reconciliation

No entries beyond this point.

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Moved by Mr. Pegg and seconded by Mr. Gifford that the Board of Education approve the financial reports for the month of January 2018 and the short-term investments made by the Treasurer, which yielded \$7,090.65 in interest.

DISCUSSION: None

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

CORRESPONDENCE – none

RECOGNITION –Mathews High School Prep Bowl:

The High School Prep Bowl team entered competition in the 2nd annual TCTC Trumbull County Prep Bowl on Saturday, January 21, and finished as Champions! The team also competed in the Trumbull County High School Prep Bowl. The team made it to the Championship round in bracket play and won the tournament by beating Howland in the Semi Finals and Maplewood in the Championship!

Prep Bowl Team

Brendan McEvoy (12th Grade, Team Captain)

Evan Bisel (12th Grade)

Kira Bowman (12th Grade)

Seth Arkwright (10th Grade)

Isaiah Harley (10th Grade)

James Koehler (10th Grade)

Braelynn Lewis (10th Grade)

January 2018 Caring Mustangs of the Month:

Marcus Carlo and **Bryson Denovchek** (Kindergarten)

Kloie Benoit, **Christian Woolf** and **Hailey White** (1st Grade)

Jack Ford, **Natalia Mazzella** and **William Snyder** (2nd Grade).

Sean McDivitt scored his 1,000th career point on February 24th in a 77-47 victory over Chalker.

High School Choir OMEA District 5 Solo & Ensemble:

No entries beyond this point.

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Four students, **Zach Ferguson, McKenzie O'Brien, Reily Maliner, and Veronica Lilly**, all prepared vocal solos to perform for a judge at Warren G. Harding High School on February 3. All four of the students received high ratings, ranked as 1 or 2 for their vocal performances.

Mathews PTO for sponsoring the Valentine's celebrations at Baker and Currie. The parties took place February 14 from 2:15-3:00 p.m.

PRESENTATION— None

PUBLIC PARTICIPATION— Lori Haynie, Teacher at Baker Elementary, addressed the Board regarding the possible implementation of handicapped signs in the alcove at MHS and the difficulties in accessing the gymnasium via the ramp. Mrs. Haynie said often times her family must drop her father off at the door and park out in the lot and leave him all alone while parking the car. Mrs Haynie said any available parking in the alcove is usually occupied. She suggested marking some spaces in the alcove as handicapped to alleviate this problem. Mrs. Haynie also expressed frustration with the handicap bathroom located in the computer lab being locked for most games. This causes her father to have to leave the building if he has to use the restroom. Mrs. Haynie asked that the bathroom be made available. Finally, Mrs. Haynie expressed concerns about the plywood ramp used to gain entry to the gym floor. She proposed that the ramp be replaced due to the current condition.

Mr. Lowery said the idea of building a new ramp into the gymnasium has been discussed but to make that ramp ADA compliant, the ramp would have to extend out onto the gym floor.

Mrs. Janice Thomas asked if the school had a school resource officer. Mr. Lowery said the school does not have a full-time dedicated resource officer. Mr. Tarin Brown, Board President said the officer the school has access to is a full-time working Police Officer of Vienna Township, and he administers the DARE program to the elementary students, and that he maintains a presence at the school buildings as much as his time allows.

Mrs. Thomas asked if the Board had talked about options for school safety. Mr. Lowery said the District has an Emergency Plan in place that is filed with the Ohio Department of Homeland Security and that the plan involves the coordination of local law enforcement agencies should a crisis intervention be needed.

Mrs. Jessica LaCotta asked if the Board has had any specific conversations relating to safety. Mr. Lowery said the newly formed Citizens Advisory Committee will be discussing facilities as one of their topics and part of that discussion will focus on security with the idea that the Committee will provide suggestions and ideas regarding security. Mr. Lowry said with the old buildings we have that there is no secure entry by which someone is buzzed into an atrium before being allowed into the office or school. He shared the entry procedure in place at the TCTC by which a person is buzzed into a secure area, then into the office, and then has they

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driver's license scanned. Mr. Lowery talked about the active shooter training that has been provided to all staff as part of Professional Development activities.

Mrs. Lee Ann Sena said some of the doors at Baker Elementary are hollow with glass panels in them. She suggested replacing those doors with solid metal ones. Mrs. Haynie said Bolo Sticks (which block entry) are equipped on the doors at Baker, but that the windows could easily be kicked in. Mrs. Carla Pacileo, MEA President, agreed with the concerns of Mrs. Sena and said there is a lot of glass on the doors at both Currie and Baker, but she wasn't sure how to fix all of these issues. She said the focus at the elementary buildings has been on providing services or resources to students and families that need help with issues they may encounter such as mental illness, addiction, etc. Mrs. Haynie elaborated on some of the work counselor Rhonda Hilliard and others are trying to provide to students at the elementary schools. She said there are so many needs for some students, and some of those things educators cannot address because we are not qualified.

Mrs. LaCotta asked if lockdown drills were practiced. Mr. Lowery said yes, they are practiced. Mrs. LaCotta said increased police presence would be welcomed even if it were intermittent throughout the day at the buildings.

COMMITTEE REPORTS

Maintenance/Transportation, Chuck Pulice – Two busses were downed by the Ohio State Highway patrol. Both required small repairs that have been completed and are now back on the road. Bus #7 needs a fuel tank replaced and is out for that repair. Mr. Lowery provided an update on the Currie Water Pilot Study that was mandated by the EPA. The initial water pilot study has removed the arsenic levels to a satisfactory level, but the EPA is now concerned with the level of Manganese in the water. The District is waiting for the EPA to provide guidance regarding the Manganese levels. Mr. Lowery said it is likely the EPA will require any additional pilot study to improve the Manganese levels. Mr. Jones said the pilot study to date has cost the District approximately \$12,000.

Cafeteria, Paula Nowery –

Baker

Baker served 43 breakfasts daily.

We have been having holiday cookies again and the students are excited. We had a mashed potato with popcorn chicken day at Baker this month that seemed to go over well. We will have that again soon. Another new item we had: pancakes and scrambled eggs with sausage. As always, breakfast for lunch is a hit!

Currie

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Currie served 40 breakfasts daily.

Currie has also had the holiday cookies and decorated the kitchen for the holidays. The students are still so excited for lucky tray day. Currie also had a mashed potato and popcorn chicken day, and the students thought that they were having ice cream that day with the shape of the scoop of potatoes! They never cease to make us laugh!

Mathews

Mathews served 22 breakfasts daily.

At Mathews, we tried a Philly Cheesesteak Sandwich for the students; we also tried a new stuffed crust pizza that comes in a brown serving tray that the students are so excited about. Another new item this month was a breakfast bowl that has potatoes, eggs and sausage with cheese.

Elementary, Mike King – Academics:

- Report cards were sent home with the students on January 26.
- The Baker Title I After School Intervention Program is set to begin on Tuesday, March 6 for students in grades 3-6. The program will run Tuesdays and Thursdays until AIR testing begins in April.
- Currie will conduct a Kindergarten screening May 8-10. This screening measure will assist in classroom assignments as well as provide Kindergarten teachers with assessment data to prepare their instruction for the following year.
- Baker and Currie Building Leadership Teams (BLT's) are running smoothly. We have been meeting monthly and have made great progress over the past year and a half.
- Gifted retesting was finalized during the week of February 19. Written Education Plans (WEP's) will be written for all newly identified students and service will begin immediately following.
- AIR testing will begin at Baker on Tuesday, April 10 and will conclude Friday, April 27.

Extracurricular:

- Kindergarten registration was held at Currie during the week of February 5. There is a second week starting March 5. Dates and times have been submitted to the newspapers.
- Our 5th and 6th grade band and choir have once again combined to showcase what they have learned so far this year. The concert will take place Thursday, March 1st in the High School Gym at 6:30 p.m. There is a rehearsal at Baker at 2:15 p.m. that will be

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performed for students, staff and any family member who is unable to attend the evening time.

- The PTO Talent Show/Dessert Auction is scheduled for March 9th at the High School. The show will begin at 6:30 p.m.
- Baker/Currie yearbooks are now on sale.

MHS, Jim Stitt – Academics:

- The American Red Cross blood drive was held on January 26. It was a successful drive collecting blood during a time of blood emergency. Once again enough donations were collected to qualify for scholarship money for a local senior from the Red Cross.
- Parent/Teacher conferences were held on February 8. Teachers met with parents during the hours from 2:30-8:30 p.m.
- ACT test will be given to all Juniors February 27 at MHS gymnasium. This is the second year that they have offered the test during a school day.
- The third nine weeks will end on Friday, March 23, 2018. No School for students as our Staff members will participate in Professional Development.

Extracurricular:

- Senior night for the girls' basketball was held January 31 against Windham. The Lady Mustang basketball team plays in the OHSAA tournament February 21 at home vs Richmond Heights and if they will they will play on Saturday February 24 @ 1:00 Bristol.
- Senior night for boys basketball was held February 23 vs Chalker in the NAC challenge game. The team will begin tournament play away February 27 @ 7:00 p.m. vs Ashtabula St. John @ Home 7:00 p.m. Due to OHSAA regulations, local passes, senior citizen discounts or league passes cannot be recognized at the gate for any tournament games.
- On February 16, the high school student council sponsored a Sweetheart Dance at Tiffany's in Brookfield. The dancing and dining took place from 6:00-9:00 p.m.
- High School Choir participated in OMEA District 5 Solo & Ensemble adjudication festival on February 3. Four students, Zach Ferguson, McKenzie O'Brien, Reily Maliner, and Veronica Lilly, all prepared vocal solos to perform for a judge at Warren G. Harding High School. All of the students received high ratings of 1 or 2 for their performances.

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- Jr. High Girls Basketball completed their season playing in the Grand Valley tournament. Our 7th grade finished 2nd place and 8th grade finished 3rd place.

Legislative Report, Jim Pegg – Mr. Pegg talked about HB 512, which if passed into law would abolish the Department of Higher Education, the position of the Chancellor of Higher Education, and the Ohio Board of Regents. HB 512 would establish the Department of Learning and Achievement and would transfer, with exceptions, the duties regarding the administration of primary and secondary education programs and all duties regarding the administration of higher education programs to the Department of Learning and Achievement.

TCTC Report, Jamie Koehler – no report

FINANCIAL (Recommended by the Treasurer)

#11-2018

A. FY2018 TRANSFER

It is recommended that the Board of Education approve the following transfer from the General Fund to the fund listed below:

<u>Fund</u>	<u>Amount</u>	<u>FYTD</u>
300 9301 Athletics	\$15,000.00	\$100,000.00

B. REINVESTMENT OF BROKERED CD- ROSS SINCLAIRE & ASSOC

It is recommended that the Board of Education approve the reinvestment of the following brokered Certificate of Deposit held with Ross Sinclair & Associates:

1. \$248,000.00 CD that matured on 1/22/2018

The CD listed above will be reinvested into two new brokered CDs at the best rates available, which currently are 1.85% for a 12 month term and 2.05% for an 18 month term, but subject to change when settled.

Moved by Mrs. Garman and seconded by Mr. Gifford that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

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PERSONNEL (Recommended by the Superintendent)

#12-2018

A. CLASSIFIED 1 YEAR LIMITED CONTRACT- BETH RUSSELL

It is recommended that the Board of Education hire Beth Russell as the Educational Aide/Lunchroom Monitor at Baker Elementary, 3.75 hours per day, 192 days per year, to be pro-rated for the remainder of the 2017-2018 school year, at a salary of \$10.06 per hour, effective Wednesday, February 14, 2018.

B. CAFETERIA TRAINING- SHERRI ALBRECHT

It is recommended that the Board of Education approve Sherri Albrecht to train in the cafeteria for 2 days, 2.75 hours each day, on February 13 and 14, to be paid at \$8.30 per hour.

C. AFTER SCHOOL INTERVENTION PROGRAM- BAKER ELEM

It is recommended that the Board of Education approve the following employees for the After School Intervention Program at Baker Elementary 1.25 hours per day, 2 days a week effective March 6, 2018 to April 10, 2018 at a rate of \$18.00 per hour.

Janice Lucas
Leslie Konerth
Gail Suchanek
Michael King
Renee Steider
James Whetstone

D. AFTER SCHOOL INTERVENTION PROGRAM- BAKER ELEM

It is recommended that the Board of Education approve the following employee for the After School Intervention Program at Baker Elementary, 1 hour per day, 2 days a week effective March 6, 2018 to April 10, 2018 at a rate of \$11.55 per hour.

Joan Stein

E. CLASSIFIED UNPAID LEAVE- GERALD MCQUOWN

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It is recommended that the Board of Education approve 3.75 hours of unpaid leave for Gerald McQuown on two separate dates: January 12, 2018 and February 13, 2018 (total of 7.5 unpaid hours).

F. CLASSIFIED SUBSTITUTE- LISA KETTLER

It is recommended that the Board of Education approve Lisa Kettler as a substitute for the positions of educational aide/monitor, food service, secretary, and library aide, pending BCII/FBI checks and proof of proper credentials.

G. CLASSIFIED SUBSTITUTE- NANCY BARTHOLOMY

It is recommended that the Board of Education approve Nancy Bartholomy as a substitute for the positions of educational aide/monitor, food service, secretary, and library aide, pending BCII/FBI checks and proof of proper credentials.

H. NON-LICENSED SUPPLEMENTALS 2017-18 SCHOOL YEAR

WHEREAS, the Board of Education has posted the following positions as being available to employees of the District who hold educator licenses, and no such employee meeting all of the Board’s qualifications has applied for, been offered, and accepted such positions, and

WHEREAS, the Board of Education then advertised these positions as being available to licensed individuals not employed by the District, and no such person meeting all of the Board’s qualifications has applied, been offered, and accepted such positions,

BE IT THEREFORE RESOLVED that the following non-licensed individuals be employed for the 2017-2018 school year pending proof of proper credentials, FBI, BCII check, and a signed job description pending the existence of a team.

Tyler Halavick.....Jr. Varsity Baseball Coach \$1,980.00
Dr. Ken Wallace.....Jr. Varsity Softball Coach \$1,980.00

I. VOLUNTEER ASSISTANTS 2017-18 SCHOOL YEAR

It is recommended that the Board of Education approve the following individuals as volunteer assistants effective for the 2017-2018 school year pending proof of proper credentials, FBI, and BCII check and the existence of a team.

Amber Jarvis.....Varsity Softball Volunteer

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Bill Eggens.....Varsity Softball Volunteer

Moved by Mr. Pegg and seconded by Mr. Gifford that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

CONTRACTS/AGREEMENTS (Recommended by the Superintendent) #13-2018

A. CCP AGREEMENT EASTERN GATEWAY 2018-2019

It is recommended that the Board of Education approve the College Credit Plus Master Agreement with Eastern Gateway Community College effective July 1, 2018 through June 30, 2019.

B. NEOMIN MANAGED INTERNAL BROADBAND SERVICE

It is recommended that the Board of Education approve the Managed Internal Broadband Service Agreement with NEOMIN effective July 1, 2018 through June 30, 2021.

C. TPA ADMINISTRATOR- WORKER'S COMP/UNEMPLOYMENT CY2019

It is recommended that the Board of Education approve the agreement with Comp Management to serve as the districts third party administrator for Worker's Compensation and Unemployment claims effective January 1, 2019 with further authorization for the district to participate in the Ohio School Comp Group Program for calendar year 2019 at a cost of \$470.00.

D. CATERING HOMECOMING FALL 2018- LEO'S RISTORANTE

It is recommended that the Board of Education approve the catering agreement with Leo's Ristorante for Fall 2018 Homecoming on September 29, 2018 in the amount of \$3,855.60, subject to change, based on actual number of attendees.

E. PURCHASE ORDERS

No entries beyond this point.

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It is recommended that the Board of Education approve the following purchase orders not to exceed:

NEW PO Number	Date	Vendor	Description	Amount
0033492	12/27/17	VARIOUS	GRANT WRITING PROGRAM EXPENSES	\$1,800.00
0033605	2/20/18	SCHOLASTIC, INC.	CURRIE RENEWAL FY19	\$ 755.04
0033606	2/20/18	SCHOLASTIC, INC.	BAKER RENEWAL FT19	\$1,011.43
0033607	2/20/18	SCHOLASTIC, INC.	MHS RENEWAL FT19	\$2,477.97
0033610	2/21/18	RHIEL SUPPLY CO.	DISTRICT CUSTODIAL SUPPLIES	\$5,000.00
0033624	2/23/18	STAPLES CONTRACT & COMMER.	JR. HIGH BOOKCASE	\$ 82.99
0033628	2/27/18	SAM'S CLUB	MICROSCOPES/DIGITAL CAMERAS	\$3,304.70
0033629	2/27/18	VALLEY ENVIRONMENTAL	DISTRICT SEPTIC SAMPLING	\$1,396.31
0033630	2/28/18	VARIOUS VENDORS	MED MUTUAL WELLNESS PURCHASE	\$4,108.49

Moved by Mr. Pegg and seconded by Mr. Rager that the Board of Education approve the above items.

DISCUSSION: Mr. Lowery explained how the purchase order for Wellness purchases worked. The District is allotted a certain amount of money each year by Medical Mutual of Ohio to spend on Wellness. Wellness activities are approved by MMOH and then the District makes the expenditure. Mr. Jones advised that after the approved expenditure is made, the District then files for reimbursement of the money spent from MMOH. Mr. Lowery said the microscopes being purchased will be used at the land lab at the Prestwick property.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

POLICIES (Recommended by the Superintendent)

#14-2018

A. POLICIES- DISCUSSED

It is recommended that the Board of Education discuss the following revised policies:

- #4121-Criminal History Record Check
- #4162-Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions
- #5111-Eligibility of Resident/Nonresident Students
- #5112-Entrance Requirements
- #7530-Lending of Board-Owned Equipment
- #7530.02-Staff use of Personal Communication Devices
- #7542-Access to District Technology Resources and/or Information Resources From Personal Communication Devices

No entries beyond this point.

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- #7543-Utilization of the District's Website and Remote Access to the District's Network
- #8400-School Safety
- #8600.04-Bus Driver Certification
- #9141-Business Advisory Council

Moved by Mr. Gifford and seconded by Mrs. Garman that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

OTHER RECOMMENDATIONS (Recommended by the Superintendent) #15-2018

A. JV/VARSITY SOFTBALL OVERNIGHT TRIP- AKRON

It is recommended that the Board of Education approve the overnight Varsity and Jr. Varsity Softball trip to Akron on Saturday, April 21, 2018, returning on Sunday, April 22, 2018.

B. STUDENT ACTIVITY/ATHLETIC BUDGETS 2017-18 SCHOOL YEAR

It is recommended that the Board of Education approve the following student activity budgets for the 2017-2018 school year:

Grade 7- 8 Track	\$5,690.76
Grade 9-12 Track	\$9,265.62

C. AMENDED STUDENT ACTIVITY BUDGET 2017-18 SCHOOL YEAR

It is recommended that the Board of Education approve the following student activity amended budget for the 2017-2018 school year:

	06/2018 Estimated Balance <u>Receipts</u>	Amended <u>Receipts</u>	Amended <u>Expenses</u>	New Estimated <u>Balance June 30, 2018</u>
High School National Honor	\$2,000.38	\$500.00	\$ 0.00	\$2,500.38

Moved by Mr. Gifford and seconded by Mrs. Garman that the Board of Education approve the above items.

No entries beyond this point.

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DISCUSSION: Mr. Lowery explained that the Athletic Boosters for the overnight expenses related to the softball trip. The District pays for the transportation for the trip.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

OTHER BUSINESS

The Board set dates for two Special Meetings in March—March 13 and March 14 both to begin at 6:00 p.m. at the High School Cafeteria. These meetings will be executive session only to discuss the employment of a public official or employee.

The next regular board meeting will be held on Wednesday, March 21, 2018 at 6:00 p.m. in the Mathews High School Cafeteria. As a reminder, the executive session will begin at 6:00 p.m. with the public portion of the meeting to be held immediately after.

EXECUTIVE SESSION

At 8:08 p.m. it was moved by Mr. Brown and seconded by Mr. Gifford that the Board of Education enter executive session to discuss the appointment, employment of a public employee or official, and for matters required to be kept confidential by federal law or rules or state statutes.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Gifford-yes, Mr. Pegg- yes, and Mr. Rager-yes.

MOTION CARRIED.

At 9:58 p.m. the President called the meeting back to order.

ADJOURNMENT

At 9:59 p.m. it was moved by Mr. Brown and seconded by Mr. Rager to adjourn.

Unanimously in favor.

MOTION CARRIED.

President

Treasurer

No entries beyond this point.

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