#### ADOPTED MINUTES

# El Dorado Union High School District **BOARD OF TRUSTEES** Regular Board Meeting September 22, 2020

Submit to	
Board	

#### A. INTRODUCTORY ITEMS

#### 1. Call to order

This meeting of the Board of Trustees was called to order at 5:40 p.m. by Board President Kevin Brown in the Union Mine High School Theater.

The meeting was opened for public comment on Closed Session agenda items. There being no public comments, Mr. Brown closed the portion of the meeting and the Board adjourned for Closed Session discussion on the following agenda items (GC 54957.7, 54954.5):

- a. Discuss actions for certificated and classified personnel listed in the consent agenda related to personnel action. (GC 54954.5, 54957)
- b. Public Employee: Discipline/Dismissal/Release/Reassignment/Resignation. (GC 22714; 44929; 44929.21; 44934; 44949; 44951; 44953; 44954; 44955; 45192; 44195; 87488)
- c. Conference with labor negotiators (agency negotiators for the Board are Assistant Superintendent Tony DeVille, Assistant Superintendent Christopher Moore and Assistant Superintendent Robert Whittenberg) to discuss with the Board represented employees: Discussion related to Proposals from Faculty Association. (GC 3547 {a})
- d. Conference with labor negotiators (agency negotiators for the Board are Assistant Superintendent Tony DeVille, Assistant Superintendent Christopher Moore and Assistant Superintendent Robert Whittenberg) to discuss with the Board represented employees: Discussion related to Proposals from CSEA. (GC 3547 {a})

The Board reconvened Open Session at 6:30 p.m. in the Union Mine High School Theater.

2. <u>Pledge of Allegiance</u> was led by Mrs. Lori Veerkamp.

#### 3. Attendance

**Board Members** D.O. Staff Kevin W. Brown Ron Carruth, Superintendent/Secretary to the Board David J. Del Rio Christopher Moore, Assistant Superintendent Lori M. Veerkamp Tony DeVille, Assistant Superintendent Robert Whittenberg, Assistant Superintendent Jessicca K. Rodgers Timothy M. Cary Pam Bartlett, Senior Director Chuck Palmer, Senior Director Serena Fuson, Executive Assistant to the Superintendent

Student Board Member

Association Representatives Teri Lillywhite Hannah Frost

**Brigid Bourque** 

# 4. Requests to change the agenda and approval of agenda.

Mrs. Veerkamp moved to approve the agenda, with one change, to move item E.1 after item B.1. Mr. Cary seconded. Motion unanimously carried (5-0).

Brown:AyeCary:AyeDel Rio:AyeRodgers:AyeVeerkamp:Aye(Frost):Aye

# 5. <u>Consent Agenda</u>

Mrs. Veerkamp moved to approve the consent agenda. Mr. Del Rio seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye
(Frost): Aye

- 1. Approval of Minutes of September 8, 2020 Board Meeting.
- 2. Approval of Commercial Warrants Report. (copy for viewing available at District Office)
- 3. Approval of Routine Certificated Personnel Action.
- 4. Approval of Routine Classified Personnel Action.
- 6. Approval/Ratification of Various Contracts. (9/2/2020 9/15/2020)
- 7. Budget Transfers. (9/1/2020 9/14/2020)
- 8. Monthly Report of Developer Fees Collected. (June 2020)
- 9. Permission to Dispose of Obsolete/Unusable Furniture, Equipment and Textbooks.
- 10. 2020 GASB 74/75 Actuarial Analysis of Retiree Health Benefits.
- 11. Career and Technical Education Advisory Committee Member List.
- 12. Donation of a Fire Truck and Firefighting Equipment to the CSROP Fire Technician Program.

#### B. RECOGNITION OF SPECIAL CONTRIBUTIONS AND ACHIEVEMENTS

## 1. Teaching and Learning.

Assistant Superintendent Christopher Moore recognized Ms. Melinda Velasco, Oak Ridge High School's Spanish teacher, for her exceptionally creative work in the distance learning format.

Mr. Aaron Palm, Principal of Oak Ridge, shared that culture is important to Ms. Velasco. She teaches her students how to cook cuisine from all over the world and they learn Spanish vocabulary words as they cook. She ensures that her students have

the supplies that they need to be successful and she is a true asset to Oak Ridge High School.

#### C. ACKNOWLEDGMENT OF CORRESPONDENCE

Mr. Brown shared that all correspondence sent to the Board of Trustees has been received.

# D. INVITATION TO BARGAINING UNIT PRESIDENTS/DESIGNEES AND/OR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD

- 1. Ms. Teri Lillywhite, Vice President of CSEA, publicly recognized classified employees for their support of students and families in the District including services from food and nutrition, warehouse, maintenance, custodians, computer technicians, clerical, health technicians, bus drivers, campus monitors, and paraprofessionals. She reported that their last negotiations meeting was held on September 17, 2020 and they are close to finalizing a MOU and will be meeting again on September 24, 2020. Lastly, she reported that CSEA overwhelmingly supports the return of students to campus with the hybrid model.
- 2. Mrs. Brigid Bourque recognized Mr. Rob Pifferini, El Dorado High School's physical education teacher, for his contributions to students and staff. Over the years, he has coached football, girls' and boys' golf, ski and board, basketball, and currently provides conditioning and training to all of El Dorado High Schools' athletes. He lives by the quote "love always wins" and is a mentor and leader to everyone on campus.
- 3. Mr. Todd White, on behalf of the El Dorado Republican Party, submitted a blue speaker card and addressed the Board on the matter of opposing AB331/Ethnic Studies Model Curriculum.
- 4. The following submitted a speaker card and addressed the Board on the matter of hybrid learning: Craig Barth, Kai Fritz, Neil Saboor, Blake Zulanas, Cassandra Balough, Logan Barth, Kristen Roader, Erin Arthur, Teresa Schoener, Brigid Bourque, Sean Bechta, Andrew Jan Rye, Denise Byer, Myra Lowder, Rebecca Edwards, Laura Brady, Rita Ferrero, Erika Hubert, Jennifer Yoder, Jessica Wolff, Todd White, and Cassidy Lowder.

## E. SUPERINTENDENT'S – ACTION/DISCUSSION ITEMS

1. COVID-19 Opening of School Update.

Superintendent Carruth shared that the Board of Trustees and the Administration have heard from thousands of people through letters, phone calls, and surveys as they weigh the decision if the District will open to in-person instruction in hybrid for Quarter 2. It is clear that no choice is perfect in this environment. Some families desperately want their student(s) back in school even in a less than perfect schedule. Some families want to stay in the current mode of distance learning, as they are concerned about COVID-19. Some families have opted for distance learning and are not impacted at this juncture. The District wants families to have choices and understand the thoughts behind this eventual transition. Both families and staff want the best for our students, but particular circumstances lead them to different conclusions. This is difficult for all of us no matter what is our particular view. We are learning from other districts what is working and what is not working. Currently we are field-testing some of the technologies we received from other districts in the state that have opened in hybrid and we feel that we will be ready to support our

teachers in that model when the time comes. In a world where media algorithms deliver our news, keeping us from hearing a full perspective, the best that we can do is to come together at a local level to create an environment where we can thoughtfully understand our local situation. Conditions the District has met in order to be able to move from distance learning to hybrid were presented including: Public Health approval; testing capacity; free childcare support for all EDUHSD employees; safety protocols; signed MOU dated July 23, 2020 with the Faculty Association which defines working conditions under distance learning, hybrid, and full in-person instruction; and parent opinion survey results.

2. Approval of Schools in the El Dorado Union High School District to Move to Hybrid Instruction Effective 2nd Quarter 2020 as Conditions Warrant.

Superintendent Carruth reported that El Dorado County Public Health, in conjunction with the El Dorado County Office of Education, has notified the District that the County has sufficient COVID-19 testing resources to safely open in-person instruction for all students in the County by the last week of September 2020. Feeder elementary districts all anticipate to be in operation by this time and further understanding of any potential spread may be understood. It is also noted that any parent or guardian has the opportunity to select full-time distance learning for their respective student(s).

The Board of Trustees thanked everyone for their input tonight and collectively agreed in favor of the District moving forward to reopening in the hybrid model.

Mr. Del Rio moved to approve the District Re-Entry Plans for in-person instruction effective 2nd Quarter as conditions warrant. This decision is made with an abundance of caution and consistent with guidance from County, State and Federal Guidelines for re-opening schools. The Board hereby delegates the Superintendent the authority to re-open schools to in-person learning under the conditions set forth in this motion. Mrs. Veerkamp seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye
(Frost): Aye

#### 3. Cenergistic Annual Update.

Assistant Superintendent Robert Whittenberg introduced Anthony Williams, Energy Specialist, and thanked him for his hard work with the Cenergistic Energy Conservation Program.

Mr. Williams presented Cenergistic's key objectives including cost savings via reduced utility spend, optimizing buildings and comfort systems, and the culture of sustainability created within the District. He shared the energy programs' success, which includes a cost savings of \$431,000 over the last 18 months, which is equivalent to an 18% reduction in energy use.

Mrs. Veerkamp inquired if his team oversees the lighting on the athletic fields, as they are on late into the evening. He shared that they are not on a timer, so someone

is turning them on and not turning them off. Mr. Williams stated that he will look into it.

The Board of Trustees was thanked for proactively implementing the program and was presented an Energy Stewardship Award.

## F. EDUCATIONAL SERVICES – ACTION/DISCUSSION ITEMS

1. Williams Act. (Instructional Materials Survey)

Assistant Superintendent Christopher Moore reported that Education Code Section 60119 requires that local Governing Boards hold an annual public hearing and adopt a resolution stating whether each pupil in the LEA has sufficient textbooks or instructional materials in English/language arts, mathematics, science, and history-social science aligned to content standards and consistent with the content and cycles of the curriculum framework adopted by the SBE. The Governing Board must also make a written determination as to whether each pupil enrolled in health and foreign language classes has sufficient textbooks or instructional materials, and determine the availability of science laboratory equipment for high school science laboratory classes.

The Administration recommends that the Board of Trustees:

- (1) Conduct a public hearing to determine whether each pupil in each school in the District has, or will have prior to the end of the eighth week of school, sufficient standards-aligned textbooks or instructional materials, or both, in each subject that are aligned to the academic content standards and are consistent with the cycles and content of the curriculum frameworks adopted by the state board:
- i. Mathematics
- ii. Science
- iii. History-Social Science
- iv. English/Language Arts, including the English language development component of an adopted program
- (2) As part of the hearing the Governing Board shall make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the State Board for those subjects. The Governing Board also shall determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades nine to twelve, inclusive.
- (3) Approve Resolution #2020/2021-05.

Mr. Brown opened up for public comment in a public hearing. There being no comments, the hearing was closed. In absence of comments from Board Members, Mr. Cary moved to approve Resolution #2020/2021-05 stating that each pupil in the LEA has sufficient textbooks or instructional materials in English/Language Arts, Mathematics, Science, and History-Social Science aligned to content standards and consistent with the content and cycles of the curriculum framework adopted by the SBE, and that each pupil enrolled in health and foreign language classes has sufficient textbooks or instructional materials, and the availability of science

laboratory equipment for high school science laboratory classes. Mrs. Rodgers seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye
(Frost): Aye

2. Approval of the El Dorado Union High School District Learning Continuity Plan. Assistant Superintendent Christopher Moore shared that the Learning Continuity Plan template memorializes the planning process already underway for the 2020–21 school year and includes descriptions of the following: addressing gaps in learning; conducting meaningful stakeholder engagement; maintaining transparency; addressing the needs of unduplicated pupils, students with unique needs, and students experiencing homelessness; providing access to necessary devices and connectivity for distance learning; providing resources and supports to address student and staff mental health and social emotional well-being; and continuing to provide school meals for students.

The El Dorado Union High School District Governing Board/body shall adopt the Learning Continuity Plan by September 30, 2020 in a public meeting.

Not later than five days after the local Governing Board adopts the Learning Continuity Plan, a school district must file the Plan with its County Superintendent of Schools, and a County Office of Education (COE) must submit its Plan to the State Superintendent of Public Instruction (SSPI) (reviewing authorities).

Mr. Brown opened up for public comment in a public hearing. No comments received, he closed the public hearing.

Mr. Del Rio moved to approve the El Dorado Union High School District Learning Continuity Plan. Mrs. Veerkamp seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye
(Frost): Aye

3. Approval of the El Dorado Union High School District Virtual Academy Learning Continuity Plan.

Assistant Superintendent Christopher Moore shared that the Learning Continuity Plan template memorializes the planning process already underway for the 2020–21 school year and includes descriptions of the following: addressing gaps in learning; conducting meaningful stakeholder engagement; maintaining transparency; addressing the needs of unduplicated pupils, students with unique needs, and students experiencing homelessness; providing access to necessary devices and connectivity for distance learning; providing resources and supports to address student and staff mental health and social emotional well-being; and continuing to provide school meals for students.

Consistent with reporting requirements, a charter school shall submit its Learning Continuity Plan to its chartering authority and the COE. The El Dorado Union High School District Governing Board/body shall adopt the Learning Continuity Plan by September 30, 2020 in a public meeting.

Mrs. Veerkamp moved to approve the El Dorado Union High School District Virtual Academy Learning Continuity Plan. Mr. Del Rio seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye
(Frost): Aye

#### G. BUSINESS SERVICES – ACTION/DISCUSSION ITEMS

Resolution of the Board of Trustees of the El Dorado Union High School District Authorizing the Execution and Delivery of a Ground Lease, a Lease Agreement, a Trust Agreement, an Escrow Agreement, a Certificate Purchase Agreement and a Continuing Disclosure Certificate with Respect to the Execution and Delivery of El Dorado Union High School District Refunding Certificates of Participation Authorizing the Execution and Delivery of Such Refunding Certificates Evidencing Principal in an Aggregate Amount of Not to Exceed \$9,000,000, Authorizing the Distribution of an Official Statement in Connection Therewith and Authorizing the Execution of Necessary Documents and Certificates and Related Actions. Assistant Superintendent Robert Whittenberg reported that in order to redeem all of the outstanding El Dorado Union High School District (El Dorado County, California) 2009 Refunding Certificates of Participation (the "Prior Certificates") at better interest rates, the District proposes executing and delivering the El Dorado Union High School District Refunding Certificates of Participation, Series 2020 (Federally Taxable) (the "Certificates"). The proceeds of the Certificates will be used to (i) redeem the Prior Certificates and (ii) pay the costs incurred in connection with the execution and delivery of the Certificates.

The proposed transaction is structured as a lease between the District and the El Dorado Union High School District Financing Corporation (the "Corporation"). The District expects to lease certain land and improvements, consisting of the Union Mine High School site, to the Corporation pursuant to the Ground Lease, and to sublease the facilities back for continued use by the District, pursuant to the Lease Agreement. The obligation to pay rent each year under the Lease Agreement will by evidenced by the Certificates, and the Certificates will be sold to investors.

The District has engaged Fieldman, Rolapp & Associates, Inc. to perform financial services in connection with the delivery of the Certificates and certain other financial matters. The Certificates are to be purchased by Raymond James & Associates, Inc., the Underwriter selected by the District. The District will be represented by Orrick, Herrington & Sutcliffe LLP as special counsel and disclosure counsel, and by Kronick, Moskovitz, Tiedemann & Girard as counsel to the District.

By executing and delivering the Certificates and redeeming the Prior Certificates, the District will reduce its interest payments and lower its overall debt service on an ongoing General Fund obligation.

The proposed Resolution approves a not to exceed amount of \$9,000,000 in aggregate principal for the Certificates. The Resolution also approves the draft forms of legal documents necessary for this transaction, including:

- 1. Ground Lease
- 2. Lease Agreement
- 3. Trust Agreement
- 4. Certificate Purchase Agreement
- 5. Escrow Agreement
- 6. Continuing Disclosure Certificate
- 7. Preliminary Official Statement

Mr. Cary moved to approve Resolution #2020/21-03 and authorize staff to take the necessary steps to complete the financing. Mrs. Veerkamp seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye
(Frost): Aye

2. A Resolution of the Board of Trustees of the El Dorado Union High School District Authorizing the Sale and Issuance of Not to Exceed \$23,000,000 Aggregate Principal Amount of General Obligation Refunding Bonds, in One or More Series, Approving the Forms of and Authorizing the Execution and Delivery of One or More Escrow Agreements, Bond Purchase Agreements and Continuing Disclosure Certificates, Approving the Form, and Authorizing a Method for Review and Approval by Members of Said Board, of One or More Official Statements, and Authorizing the Execution of Necessary Documents and Certificates and Related Actions in Connection Therewith.

Assistant Superintendent Robert Whittenberg shared that the Board of Trustees is requested to approve the above-referenced resolution authorizing the issuance of not to exceed \$23,000,000 of refunding bonds (the "Refunding Bonds") (i) to refund all or a portion of the District's outstanding General Obligation Bonds, Election of 2008, Series 2012 (the "Prior Bonds") and (ii) to pay costs of issuance of the Refunding Bonds. This refunding is expected to generate savings for the District's taxpayers. This refunding will reduce aggregate property taxes and will not increase the terms of the outstanding Prior Bonds. Staff wishes to proceed with the refunding. The Refunding Bonds will be sold and issued by the District. Fieldman, Rolapp & Associates, Inc. will serve as the municipal advisor for the transaction, and Orrick, Herrington & Sutcliffe LLP will serve as bond counsel and disclosure counsel. Raymond James & Associates, Inc. will serve as the underwriter.

The Board of Trustees is requested to approve the above-referenced resolution authorizing the issuance of the Refunding Bonds and the refunding of the outstanding Prior Bonds and approve various documents and actions, as follows:

- 1. Resolution. The resolution authorizes the issuance of the Refunding Bonds and establishes parameters for the terms thereof, approves the forms of and authorizes the execution and delivery of the financing documents (including the Bond Purchase Agreement, the Escrow Agreement and the Continuing Disclosure Certificate), approves the form of and authorizes the distribution of the official statement (in preliminary and final form), and sets forth the security provisions for the Refunding Bonds and the covenants of the District to bond owners.
- **2. Bond Purchase Agreement.** The Bond Purchase Agreement will specify the purchase price of the Refunding Bonds to be paid by the underwriter, the interest rates, maturity dates and principal amounts of each maturity of the Refunding Bonds, the date, time and place of the closing of the Refunding Bond issue, the allocation of the expenses incurred in connection with the Refunding Bond issue, the parties' representations to and agreements with each other and the conditions which the District must satisfy before the underwriter becomes obligated to purchase the Refunding Bonds.
- **3. Escrow Agreement.** The Escrow Agreement sets forth the terms for the refunding of the outstanding Prior Bonds to be refunded, including the deposit and investment of moneys to be held by the escrow bank and the terms for paying the Prior Bonds prior to the redemption date or through maturity, as applicable, and redeeming the Prior Bonds that are callable early on the redemption date.
- **4. Continuing Disclosure Certificate.** Federal securities laws indirectly require districts to disclose and annually update certain financial and operating information relevant to the security and repayment of bonds. The Continuing Disclosure Certificate contains the undertakings of the District to provide the ongoing disclosure in the form of annual reports and event notices.
- **5. Official Statement.** The Official Statement (in its preliminary and final form) is used to provide information to investors and prospective investors about the District and the Refunding Bonds. The Refunding Bonds constitute securities for purposes of state and federal securities laws and, therefore, the offering and sale of the Refunding Bonds through the Official Statement is subject to certain provisions of such laws, including, importantly, the anti-fraud laws. The Official Statement sets forth information about the terms of the Refunding Bonds, the security for the Refunding Bonds, the sources and uses of the proceeds of the Refunding Bonds, the District and the tax base of the District, and the documents under which the Refunding Bonds are issued.

**Budget Implications:** The Refunding Bonds will be paid from taxes on property within the District levied and collected by the County of El Dorado.

Mr. Cary moved to approve Resolution #2020/21-04 and authorize staff to take the necessary steps to complete the refunding. Mrs. Veerkamp seconded. Motion unanimously carried (5-0).

Brown: Aye
Cary: Aye
Del Rio: Aye
Rodgers: Aye
Veerkamp: Aye

(Frost): Aye

## H. STUDENT SERVICES AND INNOVATION – ACTION/DISCUSSION ITEMS

There were no action/discussion items under this session.

#### I. HUMAN RESOURCES – ACTION/DISCUSSION ITEMS

There were no action/discussion items under this session.

#### J. STUDENT SUCCESS – ACTION/DISCUSSION ITEMS

There were no action/discussion items under this session.

#### K. OTHER – ACTION/DISCUSSION ITEMS

There were no action/discussion items under this session.

#### L. ANNOUNCEMENTS BY BOARD AND CABINET, IF NEEDED

Announcements and topics of interest reported by Board Members/Cabinet and timeline of items for future Board Meetings.

#### Mrs. Bartlett:

• Mrs. Bartlett commented that she appreciates the Board of Trustees and Superintendent Carruth's leadership.

#### Mr. Palmer:

• Mr. Palmer agreed with Mrs. Bartlett.

#### Mr. DeVille:

• Mr. DeVille also agreed with Mrs. Bartlett and thanked everyone for their hard work.

#### Mr. Moore:

Mr. Moore commented that he wants to celebrate the governmental process, which
includes public voice, engaged public officials, working with Administrative
professionals and the community, and then making a decision. He commended everyone.

# Mr. Whittenberg:

• Mr. Whittenberg commented that he appreciates the courage and integrity that it requires to lead in times like this and he thanked everyone for their hard work.

#### Mrs. Fuson:

• Mrs. Fuson commented that the entire team has been working extremely hard for our students' education and everyone is appreciated.

## Superintendent Carruth:

• Superintendent Carruth shared that he is humbled by the thought process that everyone has provided in this decision-making time. The ability to express opinions and to be listened to is important. He stated that he is grateful for Cabinet who works extremely hard. These are challenging times and it is easy to struggle because of the difficulties and the constant changes. Superintendent Carruth shared that he is also grateful for the Board of Trustees who are conscientious about decision-making and is thankful for everyone in the process that brings about the best leadership that the District can offer during difficult times.

#### Ms. Frost:

• Ms. Frost stated that the Board of Trustees, Administration, teachers, staff, and the community want nothing but the best for the students in El Dorado County. She is grateful for all of the hard work that everyone has done for students to help them to succeed. Hybrid will be a great place to start to continue their education. It was a hard decision to make, but will be for the betterment of the students as it will give them excitement and motivation to continue learning.

## Mr. Cary

• Mr. Cary shared that Ms. Frost is a thoughtful Student Board Member. He repeated Mr. Pifferini's favorite quote "love always wins" and stated that everyone is here for the same reason which is for our students' education. He shared that he is thankful for the Board of Trustees who built a beautiful team the day Superintendent Carruth was chosen as the Superintendent of the El Dorado Union High School District. He thanked everyone for all of their efforts.

## Mrs. Rodgers:

 Mrs. Rodgers shared that it is nice to have an engaged Student Board Member and she is looking forward to hybrid.

# Mrs. Veerkamp:

• Mrs. Veerkamp shared that Ms. Frost's comments are very valuable as a student voice. She also commented that she recently had a great trip to Colorado and wished Mr. Del Rio safe travels to Utah.

#### Mr. Brown:

• Mr. Brown commented that Ms. Frost's experience with distance learning and her excitement with the blended model is very valuable. In addition, he stated that he appreciates the respect and unity of the Board of Trustees. It is very difficult times right now and hybrid is the right decision at this moment. Lastly, he shared a quote by Henry Ford, "If everyone is moving forward together, then success takes care of itself."

#### M. CLOSED SESSION

This session was not needed.

#### N. OPEN SESSION

This session was not needed.

# O. ADJOURNMENT

There being no further business, Mr. Brown adjourned the meeting at 10:01 p.m.

Ron Carruth
Secretary to the Board of Trustees