HCA OPEN BOARD MEETING Minutes

The following summary highlights the Heritage Christian Academy Board of Directors Open Meeting:

- **Meeting Date/Time:** January 22, 2024 at 7:00pm

- **Location:** Heritage Christian Academy, Kalamazoo, Michigan

- **Meeting Goals** – Results
    - Align on Administrative Progress towards the HCA Vision
    - Build the HCA Community

- **Meeting Inputs** – Information/Research/Pre-work/Proposals
    - **Administrator's Report**: Jason Miner
    - **Education Policy Report**: Jenna Yetman
    - **Principal Report**: Melanie Simpson
    - **Parent-Partnership Committee Report**: Melanie Simpson
    - **Technology Report**: Brent Bishop
    - **Finance Report**: Liz Cary
    - **Marketing & Development Report**: Jason Miner
    - **Eagle Backer Report:** Lee Belden

- **Meeting Agenda** – Meeting Activities/Flow
    - Opening Prayer
    - Call to Order
    - Approval of the Previous Month's Meeting Minutes
    - Highlights of Committee Reports – 20 minutes
    - HCA Celebrations & Public Comment – 5 minutes
    - Closing Prayer
    - Adjournment

- **Board Member Attendees**
    - Brent Bishop - Chair
    - Liz Cary – Treasurer
    - Lee Belden - Vice Chair (absent due to rescheduled basketball game)
    - Jason Miner – Chief Administrator
    - Jenna Yetman - Secretary
    - Jake Hammond- Director
    - **Other Attendees:**
        - **via zoom -** Liz Cary, Anthony Wickey, Mills family, Stephanie Jevert, Suzy Bos, Hruska Family,
- Roles
    - **Facilitator/Timekeeper**: Brent Bishop
    - **Scribe**: Jenna Yetman, Secretary

Opening Prayer: Brent Bishop

- removed the technology report since it took place after the board meeting.
- fixed Jake's name.

COMMITTEE REPORTS

Administrator's Report (15 minutes): Jason Miner

1. **2023-24 Theme:** Loving God Together. Deuteronomy 6:5
   a. Love the Lord your God with all your heart and with all your soul and with all your strength.
   b. Restating every Friday in Friday Morning Worship
   c. Wall Display
2. **Student Success (EiA, Learning Lab, newest class offerings, KRESA/KVCC partnership, Radiant partnership, etc.)**
   a.
   b. Planning for National Day of Prayer
      i. Planning begins Jan. 14
      ii. Event May 2
   c. Alumni Celebration wall coming
      i. Waiting on first nominations
   d. NWEA shows we are excelling in reading
      i. Overall we are in the 69th percentile
      ii. 3rd grade is the highest at 89th
3. **HCA Personnel (or Team)**
   a.
4. **Policies/Procedures**
   a. AI Policy
   b. Discipline Policy Ready for January
5. **Facilities/Grounds**
   a. HVAC New RTU
   b. Putting together Playground update committee
6. **Strategic Plan (Enrollment, Re-accred., etc.)**
   a. Giving teams time to work on evidence research for Domains
      i. All domain and evidences completed and being finalized
7. **HCA Community (upcoming events, other)**
   a. Pre K-K info night
8. **Community at Large (connections with other schools, business leaders, etc.)**
   a. Speaking at National School Choice week Convention in Lansing January 23rd
   b. Monthly meeting with ACSI School Administrators
      i. Grace in Watervliet (Ben Williamson)
      ii. Howardsville Christian School (Tyler Bishop)
   c. Home Builders Association to put on Job fair again
      i. 1.18.24 @ 11:30

  ii. Multiple Trades represented

  iii. 1 week internships offered for M-TErm

  iv. Sophomores-Seniors

9. **Celebrations (alumni successes, donors, volunteers, etc.)**

  a. Caden Toppen started at USA trailers his senior year at $15 an hour, 1 year and 8 months later he has been promoted to a sales position that will add up to around 50k a year.

Ed Policy Report (5 minutes): Jenna Yetman

1-22-24 Action Points:

- Jason & Melanie to review spelling evaluation results.
- Spelling evaluation results: add spelling review to the teacher orientation (or a PD early in the year); have elementary teachers meet with Jean Rus simply for continuity between the grades. Melanie to meet with Jean first to go over results then tweak as necessary.
- Sue is modifying her report to be shorter for the next meeting.
- Reading curriculum update: have 4th & 5th grade teachers look at reading standards to see if they're meeting the standards by currently doing what they're doing. But both grades are doing well in reading according to the NWEA.
  - This works for teachers with established programs. However, if a new teacher were to come in, we may need to look into purchasing a new curriculum.
  - Standards will get sent to Deb & Matthew & dropped into the folder.
- Cornerstone Component update: okay with it as is.
- Melanie - compile Alderman's responses as it pertains to spelling; Deb- do a review on Melissa Dennis' report; Stacey to do art; Jason to do technology.
- Next meeting: 2-12-24

Principal's Report (5 minutes): Melanie Simpson

- Thanks to Ken Karakula/Metro Toyota for providing the staff lunch prior to Christmas break.
- Report cards sent home last Friday (1-12-24) for 2nd quarter
- parents & staff met for potential dress code changes; draft done with tweaks for next year prior to enrollment process.
- had 2 elementary chapels; a christmas themed one prior to break & speech meet kick-off to help get kids excited about that coming up.
- Elementary character focus for January is to be compassionate. 2 ways: 1)when someone needs help, to help 2) say an encouraging word when someone may need it.
- Last chapel in January will have a collection of snacks for the KGM kids to build off the compassion theme.
- PD for staff (only had 2 thus far); 1 for report cards, 1 was a split departmental meeting.

Parent Partnership Report (5 minutes): Melanie Simpson

- January meeting held 1-23-24; postponed due to snow day.

Finance Report (5 minutes): Liz Cary

- Due to snow day, no meeting yet to discuss

- Organizing 9-12 student government, fine arts planning things…trying to keep them spaced out enough for them to be successful.

- Website design proposal coming from the Shamus design.

Tech Committee Meeting Minutes
Monday, January 15, 2024

Present: John-Mark Grabow, Tad Rogers, Denny Heinenon, Sue Davidson

Old Business

- Sophos was removed and Server 02 turned off. Hopefully it will allow some issues to be corrected.

- We purchased 20 Chromebooks and the The new NWEA Testing System needs to be upgraded to 113 version for the Chromebooks. We need to buy enough for 2 classes to test at once (40 Chromebooks) or enough for one class (the largest one of about 20). We barely have enough to use for testing now. Sue got quotes from CDWG for 20 and we looked at sales on Cyber Monday. Sue told Dawn to go ahead and order from CDWG since they were the lowest quote. They were purchased today. They will arrive in two days.

- Sue still needs to do this. Purchases in 2023 – Sue got quotes for PCs in the lab. We found the same product we purchased last year for $20 less. It was proposed to purchase 16 of these PCs for the lab.

- Printer in Elementary building needs fixing. We could replace it for the cost it would take to fix it. We need to replace it
  - LFW Office Solutions is willing to provide a free rental to use since the toner for our old copier is so expensive. They have taken the old one away and given us a loaner.

- Still to do: Mrs. Rabe's internet connection has been lost several times. It is a wireless computer. We need to hard wire it.

New Business
- Miss Jevert's projector needs cleaning, should take care of the problem.

- Jason Miner requested a "Yearly Technology Report" covering 2023 and vision for the future for the January board Meeting. This was discussed. Report was available for the team's review and approval.

- **We request $16,500.00 for the 2024-2025 Technology Budget.** It will include the following:
  - Chromebook Licenses/Go Guardian Licenses renewed
  - Microsoft Licenses
  - Lanschool Licenses
  - Windows 11 Upgrade
  - Minimum 5 computers with Windows 11
  - 19 Lab Computers Replaced (20 in 2024, 19 in 2025)
  - Projector bulbs replaced as needed
  - Switches replaced as needed
  - 3 (of 16) TV replaced projectors as needed
  - 20 Headphones
  - Hardline the greenhouse

Next Meeting: Monday, February 19

HCA Technology Protections

The Heritage Christian Academy Technology Committee is led by the HCA Computer Teacher and consists of a number of IT specialists. When we make judgments about the network system that all of our students and staff use, the safety of our pupils comes first. These are a few of the primary tools that HCA uses.

Meraki Firewall

One tool for network security that keeps an eye on traffic entering and leaving your network is a firewall. It applies a defined set of security rules to communications, allowing or blocking it. An integrated intrusion detection and prevention engine is a characteristic of Meraki firewalls, which shields our network from unwanted assaults. Additionally, it will obstruct websites that fit into categories or particular terms that people look up.

GoGuardian

GoGuardian keeps an eye on students' internet activities, censor content, and notify school administrators of any potential suicidal or self-harming thoughts. Its feature set includes theft recovery for ChromeOS devices, usage analytics, activity flagging, and computer filtering, monitoring, and management.

Bark

Bark for Schools is a free student and school safety product that detects potential issues across Google Workspace, Microsoft 365, and Chrome to help protect students online and in real life. Their award-winning monitoring tool scans emails, chats, and saved files for issues like bullying, online predators, sexual content, suicidal ideation, and more.

Google Admin Console

The school uses Google Suite for Education and they have administrators that have set up spaces for all users and they can monitor their activity. The Admin console lets us quickly add or remove users, manage the organizational units they belong to, and reset their passwords. We can also view their drive usage and the total storage they have left. We can see all files stored in Drive, all emails in Gmail, and all browser history from Chrome. When we sign into the admin console, we can configure settings for Workspace, monitor Workspace usage in your domain, create groups, and more. We use it to set up mobile

devices. We can manage settings on our apps and turn Google services on or off. There are a variety of reports that make it easy to monitor users and their actions. This feature can be used to examine potential security risks.

Lanschool Air

The software simply enables teachers to view the student's desktop, including all the open tabs and apps on their computer during class. The teacher can also view the student's web history.

Lanschool ONLY works when your Chromebook is on the school's network. No monitoring or control outside school is possible.

Five/Six Year Technology Plan

2024-2033

- 2024 - 2025

  - Chromebook Licenses/Go Guardian Licenses renewed

  - 39 Lab Computers Replaced (20 in 2023, 19 in 2024)

  - Projector bulbs replaced as needed

  - Switches replaced as needed

  - 3 (of 16) Projectors replaced as needed

  - 20 Headphones

  - Hardline the greenhouse

- 2025 - 2026

  - Server replaced

  - Switches replaced as needed

  - Projector bulbs replaced as needed

  - 3 (of 16) Projectors replaced as needed

  - 20 Headphones

  - Chromebook Licenses/Go Guardian Licenses renewed

- 2026-2027

  - Computers to be replaced

- Zondervan
- Davis
- Simpson
- Hadley
- Kramer
- Kilian
- Learning Lab

- Chromebook Licenses/Go Guardian Licenses renewed

- 2027 - 2028
  - Student Classroom Computers & Staff laptops
    - 11 Computers:
      - Mrs. Davidson's laptop 1
      - Mr. Hadley's laptop 1
      - TRR 1
      - Reading lab 4
      - Second Grade 2
      - First Grade 1
      - Third Grade 2
      - Media 1
  - Chromebook Licenses/Go Guardian Licenses renewed
  - Microsoft Office Annual licenses: Office 365 platform
  - Switches replaced as needed
  - Projector bulbs replaced as needed
  - 3 (of 16) Projectors replaced as needed
  - 20 Headphones
- 2028 - 2029
  - Chromebook Licenses/Go Guardian Licenses renewed
  - Teacher Computers Replaced
  - Switches replaced as needed

- - Projector bulbs replaced as needed

  - - 3 (of 16) Projectors replaced as needed

  - - 20 Headphones

  - 2029 - 2030

    - - Chromebook Licenses/Go Guardian Licenses renewed

    - - Replace 25 laptops from the laptop cart as needed

    - - Switches replaced as needed

    - - Projector bulbs replaced as needed

    - - 3 (of 16) Projectors replaced as needed

    - - 20 Headphones

  - 2031 - 2032

    - - Chromebook Licenses/Go Guardian Licenses renewed

    - - 39 Lab Computers Replaced (20 in 2031, 19 in 2032)

    - - Projector bulbs replaced as needed

    - - Switches replaced as needed

    - - 3 (of 16) Projectors replaced as needed

    - - 20 Headphones

2023 TECHNOLOGY YEARLY REPORT

TECHNOLOGY GOALS:

- **Modernization of computers and Technologies**
- **Continuation of ongoing licenses and subscriptions of software access that is used by the staff and students**
- **Additional technology solutions for the enhancement of education and efficiency of school processes.**

PA/BELL SYSTEM
- **January**
  - o We still are having issues with the new bell/announcement system. It works for some time and then it doesn't again. We have told them there are some connectivity issues for the internet with other devices and that might be the issue.
- **December**
  - o John Mark is applying for a "Safety & Well Being Grant" to upgrade our PA system. He has started the process of calling and contacting companies and looking for the right system for us. Identified a couple of contractors to purchase and to install a new system. We would stop using the Unify speakers and only use it for wifi. We will need new speakers in elementary buildings and on the playground. It would cost about $24,000. He's also looking at emergency radios for the outbuildings and playground.

SERVER

- **January**
  - o Technology Solutions have been working on the server since Jan 25th. Today should have been the day they were to do a hard reboot. I expect to hear a final report from them on Tuesday.
    - ▪ Here is what Josh Heysteck had to say on Tuesday: ***"We were able to move the HCAStudent network off the main network and on to its own VLAN that the Meraki is handling instead of the server. This should cut down a lot of chatter on the main network as well as alleviate some of the strain on the server.***
    - ▪ *We wanted to move the DHCP for the main network over to the Meraki at the same time, but due to some limitations on the Meraki we are not able to until we condense the size of the subnet down.*
    - ▪ *This task was not as important to do as moving the students off. This one we can approach down the road after we move to the new switches and 3CX so we can do it properly."*
  - o On Tuesday, Mr. Miner was able to easily connect to the wifi, record the announcements. They were heard all the way through, The bells worked and the timing of the bells were correct. I heard no complaints of issues with connection or any other thing.
- **December** ·
  - o Printers are still having issues. Next step be sure all updates are done and reboot the server yet again.   John – Mark is looking into IT help in this area. Updates were done but server 02 will not update. It says it can't connect to the internet. It was suggested to remove Sophos. We couldn't remove it ourselves and Technology Solutions said, if we couldn't do it they wouldn't be able to remove it either. John-Mark called Sophos with no reply yet. .

SWITCHES

- **June**
  - o Switches have been installed. Tad installed the ones in the lab and hooked everything back up. Mike Wolfe installed the one in the music modular   Sue hooked that one up. Jason from TS came in and finished the connections. He also took one of the switches that was in the lab and put it in the janitor's closet. It was

mounted in the wrong unit. We hope the new switches would improve the speakers and bells but can't be tested until fall when school starts.

PROJECTORS/TVS

- **January**
    - The 3ʳᵈ grade & band room projectors have been mounted on the ceiling with the electric installed over Christmas break. One of the projectors was too old to be mounted on the ceiling.
- **March**
    - Sue purchased a projector for Mrs. Anderson since her projector was casting double.
- **June**
    - Purchased and installed a projector for Ms. Koning and the computer lab. Installed the one from Ms. Koning for the band room. Cleaned it well so overheating shouldn't be an issue and she said she doesn't use it for long periods of time.
- **June**
    - For 2023-24 Budget
        - 3 Projectors
        - 3 TVs – One for Miss Koning, Mrs. Lockwood and Mrs. Davidson. They will test the quality for a classroom to see how it might work for others. TVs would be cheaper than projectors.
- **August**
    - We got Miss Koning a tablet to use with the TV upon her request.
    - Mrs. Dianna Anderson wants Bluetooth for her projector if possible. We decided to get her a long HDMI cable after she contacted the company and found out it didn't have the capabilities.
    - Mrs. Reitenour wanted a bigger monitor- We gave her one from storage.
    - The TV that was in the kindergarten room was moved to the Pre-K room.
- **Work done this month:**
    - Three TVs installed- Davidson, Koning & Lockwood. Mike Wolfe installed the mounts and TVs.
    - Davidson- Backup computer with a HDMI port, HDMI cord
    - Take down Miss Koning's projector & give to Miss Sanford
    - Take down Mrs. Davidson's projector & give to Miss Mroczek
- **December** -
    - The projector in the gym is not set at the right angle. John-Mark, Sue and student Sam H. could not figure out how it changed or how to change it back. We added another book to prop it up higher. It is not a good situation because someone will end up moving the cart while it is propped up and cause the projector to fall off the cart. Two suggestions: First: The cart is not placed in the correct position. It needs to be further away from the wall but those in the gym don't want it further from the wall. Second: Purchase another projector. John Mark will investigate what is needed so we have the right device. **FIXED- Not placed on the right spot.**

COMPUTERS/CHROMEBOOKS
- **June**
    - Summer purchases.
        - 19 Chromebooks
        - 5 teacher computers
- **August**

- o For 2022-23 Budget
  - ▪ 6 teacher computers – decided to purchase 6 refurbished PCs before June 30 for the 2022-2023 Budget.
- o For 2023-24 Budget
  - ▪ 19 Chromebooks- decided to purchase the $10 Chromebooks from Dave Glas from Lema Institute.
  - ▪ 3 Projectors
  - ▪ 3 TVs – One for Miss Koning, Mrs. Lockwood and Mrs. Davidson. They will test the quality for a classroom to see how it might work for others. TVs would be cheaper than projectors.
- o **Discuss:**
  - ▪ Purchasing more Chromebooks from Dave Glas for $10 each. We decided to purchase another 20. 15 for a classroom and 5 spares.
- o **Work done this month:**
  - ▪ Library Computer & install library software
  - ▪ Koning- New computer, HDMI cord
  - ▪ Davidson- Back up computer with a HDMI port, HDMI cord
  - ▪ New Computer to Miss Jevert. She wanted to move her computer to the other side of the room so Sue moved the cables across the room above the ceiling panels.
  - ▪ New Computer to Mroczek
  - ▪ New Computer to Strahan
- **December**
  - o Upgrade for our internet speed has finally been completed and upgraded. We have seen improvements. But now it is clear my Chromebooks and computers are very slow. Sue would like to see PCs return for the whole lab again. Chromebooks are great for student use in the regular classroom but the things we do in the lab are very hard to see and manipulate on the Chromebooks.
  - o The new NWEA Testing System needs to be upgraded to 113 version for the Chromebooks. We need to buy enough for 2 classes to test at once (40 Chromebooks) or enough for one class (the largest one of about 20). We barely have enough to use for testing now. Sue got quotes from CDWG for 20 and we looked at sales on Cyber Monday. Sue told Dawn to go ahead and order 20 new Chromebooks (for the NWEA Testing) from CDWG since they were the lowest quote.
  - o Purchases in 2023 – Sue got quotes for PCs in the lab. We found the same product we purchased last year for $20 less. It was proposed to purchase 16 of these PCs for the lab.

SECURITY

- **January**
  - o Go Guardian
    - ▪ Tad and Sue worked on several issues within Go Guardian to make it more secure.
    - ▪ The team helped Sue locate more detailed information needed to understand the program and the flags.

SOFTWARE

- **January**

- o Renewal for CDW Amplified for Education- for Mr. Beck and Ms. Koning – plagiarism app. They both would like to renew it. It is very helpful.
- o Email regarding end of life for Windows 10 from Technology Solutions:
  - ▪ The problem we are facing as a global market is that Windows 10 is going end of life on October 14th, 2025.
  - ▪ Jason Miner responded that we need to go completely Chromebooks by then.
  - ▪ Big issue- Teacher's curriculum Test Maker uses Microsoft products not Google products.
  - ▪ Tested for yearbook: We **CAN** upload from Google Drive (but not Google Photos). That option only shows up when we are on a Chromebook.
  - ▪ The team discussed the issue and will keep this in mind for further purchases and needs until that time comes.
- **August**
  - o Lanschool: We set up a trial with Lanschool and it connected with the PCs fine and it looked useful. But Sue never could figure out how to connect to the Chromebook in the Admin Console. Sue will contact Lanschool for support and will go forward with purchase. I have contacted them and they said they were setting me up with a rep. I have the invoice and we are in the process of purchasing the licenses needed.
  - o Lanschool purchased. Will set it up soon.
  - o Go Guardian purchased.

KERI DOOR SYSTEM

- **March**
  - o The ice storm and resulting power outage caused a problem with the Keri Door System and one door was not latching. The system could not be updated or resolved in house. Vanguard Fire and Alarm systems were contacted and they came out and discovered that the backup batteries for the system had died due to the long extended power outage. Batteries were replaced and the system was updated. Batteries need to be changed out every three years.

PRINTERS

- **August·**
  - o New Printers – It was costing HCA $20,000 a year for Cornerstone's printers & services.
  - o We project that in 7 years we have a savings of $70,000-$100,000 with this purchase.
  - o John-Mark Grabow found printers to purchase from Precision.
  - o We purchased 4 printers- office, copy room, computer lab, and Dawn
  - o We returned the printers to Cornerstone
- **December**
  - o Printer in Elementary building needs fixing. We could replace it for the cost it would take to fix it. We need to replace it
  - o LFW Office Solutions is willing to provide a free rental to use since the toner for our old copier is so expensive.

INTERNET

- **September**
  - o Upgrade for our internet speed
  - o Our old speed was grandfathered in at 100 Megabytes but to upgrade to 300MBYTEs a second is cheaper. We have Spectrum and they have not been communicating well with us. They say it will be completed in a week and the next time he talks with them it's two weeks and then a month. And the latest they say they don't even know if they can do it. John Mark will continue to speak with management and try to get to the bottom of these promises.
  - o John-Mark is looking into fiber for next year with a grant.

LIBRARY

- **August**:
  - o The computer in the Library needs her library program installed after a long delay. I have the directions and the key codes needed and it was completed.

PHONE SYSTEM
- **October**
  - o New Phone System - 3CX
  - o Still working out some bugs
  - o New Dedicated phone for Jason – they will purchase TMobile 5G with extender
- **December**
  - o 3CX was still having issues with the phones going to sleep. But since the last meeting, John-Mark has worked in the admin console and hopefully fixed the issues. He described that the system bogged down when we sent out an all staff message and people replied to it. The messages weren't sent for a couple of minutes. Next time we have a drill, he'll be sure to mention Do Not Reply All.

OTHER

- **September**
  - o The Athletic Department is setting up Sports Video for the soccer field. We were asked have an Internet drop & a switch (#46) without POE. They need an internet speed of 250 and we are barely at 100. We understand they couldn't get it to work and we wonder if they (TS) could have turned off their routing when they switched off the POE. We are still waiting for final confirmation of what needs to happen next.
  - o We have been notified of a Chromebook issue by the John Davis family with an app called "Accountable2You". Sue has to figure out how come our Google Admin Console won't allow them to continue to use the app "Accountable2You" on their own device at home.

2024 PROJECTION
We request $16,500.00 for the 2024-2025 Technology Budget.   It will include the following:
- Chromebook Licenses/Go Guardian Licenses renewed
- Microsoft Licenses
- Lanschool Licenses
- Windows 11 Upgrade

- Minimum 5 computers with Windows 11
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- 20 Headphones
- Hardline the greenhouse

Eagle Backers Report (5 minutes): Lee Belden **(given by Brent)**

Eagle Backers Meeting
January 11, 2023

Members in attendance - Mike Orley, Julie Orley, Kelli Luke, and Sue Miller.

Julie Orley received a 3 month gift certificate for a student membership for the airplane toss for homecoming. She is working on the baskets with a family movie night theme. She would like to make a superbowl basket as well.

Mike is meeting with Phil Kilian to plan for the golf outing. The outing will be held the first or second week of May 2024. He will also speak with Mike McGeath.

Senior basketball players' banners were proofed at the meeting and should arrive before homecoming.

Homecoming is set for Friday, Jan. 19th. We will hold an airplane toss contest. Our sponsors are Metro Toyota, Hero Manufacturing, and The Babe Cave. Sue Miller will make a template for the airplanes.

February 9 will be senior night for Boys Basketball. Kristie Belden is working on getting information from seniors and the coach for the brochure. Sue Miller is tracking down the template for the brochure.

Julie Orley came up with several uniform options for the Middle School Girls Soccer team. Kellie Luke has asked them to come up with a few fundraiser ideas and has not heard back from them yet.

Eagle Backers has $38,072 in checking, plus the funds in the CD. This figure includes general funds and monies designated for individual sports. We anticipate $5,000 going to facility rental for basketball.

Next meeting will be Monday, February 5, at 6:30-7:30 pm in person or

Join with Google Meet meet.google.com/zhp-ykhg-vek

Mike Orley closed the meeting with prayer.

Respectfully Submitted,

Sue Miller, Secretary

New Comments to add:

- Will be using the swing days during the President's Day holiday coming up; parents to be notified soon via email.

HCA CELEBRATION & PUBLIC COMMENT

-

Closing Prayer: Jake Hammond
Adjournment: 1st- Jenna Yetman   ; 2nd - Jake Hammond
Vote: Ayes-3 , Nays-0