

Amherst School Board  
May 5<sup>th</sup>, 2010

**Attendance**

Amherst School Board:

Nancy Head, Peter Maresco, Peg Bennett, Rob Graybill, Lucienne Foulks

Administrative Team:

Mary Athey Jennings, Nicole Heimarck, Elizabeth Shankel, Porter Dodge, Gerry St. Amand, Renea Sparks

Minutes Recorder: Beth Penney

**Call to Order:**

Ms. Head call to order at 6:10

**Announcements:**

Principals Report

Ms. Head gave congratulations to David April.

Dr. Jennings announced that Governor Lynch honored Ms. Head as the “Volunteer of the Year”.

State Geography Bee Winner

David Ferera won the State Geograhly Bee and will be attending nationals on May – 25<sup>th</sup> and 26<sup>th</sup> in Washington D.C. The board congratulated David for his success and asked him about the Bee and his interests in Geography.

PTA Committee Report

Mr. Graybill gave the report from the lively PTA discussions. They had two main concerns for the board to address:  
The first is the Kindergarten pilot because people had trouble with survey they were unsure of the background and purpose of the pilot. The second is the schedule for the schools. They were interested in how it is made, the possible time frames, and the cancelation policy. These questions came up because of the change in the schedule of adding extra time to the day. The main questions were why did we need to do that and is there a need to factor in flood days to the original schedules. The PTA would like the board to use them as a sounding board for changing the schedule and would like the board to consider timing of the cancelation on last day of flooding this year.

46 Ms. Head stated we are discussing the kindergarten pilot tonight and the schedule  
47 will be discussed at board chairs meeting.

48  
49 Dr. Jennings stated that cancelations depend on many factors because we are a two  
50 town and three district community. For the flood day we had to talk to the DPW,  
51 and look at the available bus routes. We did consider having school at Clark  
52 /Wilkins and not at other schools, but three roads were out, which stopped us from  
53 opening the schools. When all three roads, Boston Post, Sterns Road and Rt.122, are  
54 out we cannot get students from one side of the town to the other. On that morning  
55 at 4:30am all three roads were still flooded.

56

57 **Public Time:**

58

59 No public present

60

61 **Consent Agenda:**

62

63 Ms. Bennett asked to pull the transfers with the following numbers 201, 024, and  
64 021.

65

66 Mr. Maresco asked to pull the transfers with the following numbers 015,016, and  
67 022 and asked to pull the minutes from April.

68

69 Mr. Graybill asked to pull the transfers with the following number 018 and 026.

70

71 **Mr. Graybill moved to accept the Consent Agenda containing the following**  
72 **items: Transfers B1, 019, and 020, the March treasures report, the manifest**  
73 **and the ASSA retirement. Ms. Bennett seconded the motion. The vote was**  
74 **unanimous.**

75

76 **Mr. Maresco moved to accept the April 1<sup>st</sup> minutes and Ms. Foulks seconded**  
77 **the motion.**

78

79 Mr. Maresco asked how were minutes allocated when time was added to schedule.

80

81 Mr. Dodge responded that the administrators had a discussion and it was decided to  
82 add few minutes on to every academic periods because the extra time is valuable.  
83 He firmly believes teachers are glad to have that time. The alternative is to add an  
84 extra period to the day, which is not optimal. Most classes are now 56 minutes long.

85

86 Mr. St. Amand responded that they extend special subject blocks by 5 minutes and  
87 the additional 25 minutes was give to the core classrooms. There was also an  
88 increase in recess at one grade level by 2 minutes, because originally that grade had  
89 2 minutes less.

90

91 Ms. Foulks asked if there will be a follow up to the NECAP scores like what was  
92 discussed on page 11 line 325 of the April Minutes.  
93  
94 Ms. Heimarck replied yes we will follow-up and will have multiple follow-ups,  
95 including the AYP results being discussed tonight.  
96  
97 Mr. Graybill asked how do the scores from NECAP factor into the placement of kids  
98 and if NECAP was being used for placement.  
99  
100 Ms. Heimarck responded that placement is being examined and continues to be  
101 examined.  
102  
103 **The vote to accept the April 1<sup>st</sup> minutes was unanimous.**  
104  
105 **Ms. Bennett moved to accept the transfers numbering 019 and 020. Mr.**  
106 **Graybill seconded the motion.**  
107  
108 The board decided to discuss each transfer that was pulled from the consent agenda  
109 in order of their number as follows:  
110  
111 015: Mr. Maresco asked about the increase cost due to rental of the water meter.  
112 Ms. Shankel responded that meter rental is a high part of the cost for water.  
113  
114 016: Mr. Maresco asked how was money transferred from the middle school  
115 training account to a custodial account. Ms. Shankel responded that custodial staff  
116 are not in a union account and there is money set aside for training for custodial  
117 staff. This training account is from the custodial account not the teaching staff  
118 account.  
119  
120 018: Mr. Graybill asked if he was correct in thinking that the repairs to the buildings  
121 are not covered under the renovation funds, but just regular maintenance. Ms.  
122 Shankel replied yes, these repairs do not qualify under renovation bonds.  
123  
124 021: Ms. Shankel explained that last year the health and dental costs came in lower  
125 than expected and at the end of last year the board decided to use the surplus from  
126 last year to make purchases. Therefore we then moved that health insurance  
127 surplus and lined it up with where the expenditures are for each function.  
128  
129 022: Mr. Maresco asked about the private assessment, is this an increase in the  
130 number of evaluations. Ms. Sparks replied that they evaluate students for eligibility  
131 for SPED. This position went to 1.3 for 2 people and we had enough money in  
132 district to account for more time for extra evaluations that needed to be done.  
133  
134 023: No question about this transfer.  
135  
136 024: was answered by the discussion of 021.

137 026: Mr. Graybill asked which supplemental instruction was cut in half. Mr. St.  
138 Amand replied that there was less time spent with P MEC and there was ESL less at  
139 both schools.

140

141 **Ms. Head asked to accept the budget transfers and the vote was unanimous.**

142

143 **Sat 6pm-7pm**

144 **Presentations:**

145

146 Senior Project – Stephen Daigneau

147

148 Stephen described to the board his senior project supporting the CAC or the Child  
149 Advocacy Center. They are a non-profit that receives a third of their budget from  
150 surrounding towns. The organization has a lack of visibility and awareness. They  
151 deal with felony cases or crimes a child witnesses. Their main role is to take on  
152 depositions for children.

153

154 Before the CAC, 1 in 10 children actually disclose and when they do they must tell  
155 their story to many people sometimes more than 8 times, before they even get to a  
156 courtroom. By that time the story may change because the child has blocked some of  
157 the details out and there for cases sometimes do not go to trial or do not win in  
158 court.

159

160 The CAC aids the child to make disclosure easier. About 57% of children who are part  
161 of these crimes are brought in disclosure. The CAC is in charge of governing everyone  
162 else involved in the case, especially the investigation team. Children under the age of  
163 13 are interviewed by CAC and any child older has a choice to be interviewed or not.

164

165 Stephen went on to describe in detail the very careful, and well thought out  
166 interview process to make both the child and the family comfortable.

167 The CAC is seeking the truth, and sometimes there is disclosure and there was no  
168 abuse, just a misunderstanding. The step allows the child to tell truth and allows the  
169 accused to have a chance also. The statistics show that 1-4 girls and 1-6 boys are  
170 abused or witness a crime before the age of 18, and most of the time it is by  
171 someone they trust. 30-40% of the time the abuse is by family members. No  
172 outsider can make a referral, only DCYF, Law enforcement, or the district court.

173 Victims who do not disclose go on to have possible serious problems in their futures  
174 including drug and alcohol abuse, suicide, teen pregnancy, or may victimize others.

175

176 Stephen came to the board to spread awareness of CAC and start a conversation and  
177 to make a difference in the community. He feels if the school boards got involved,  
178 they can make for a better for school system.

179

180 Stephen held a CAC awareness night during a night of basket ball games at SHS. He  
181 did a presentation at half time and had tables with fliers and information. They

182 were mostly looking for office supply donations and received many good supplies  
183 and some money donations also.

184  
185 AYP Results

186  
187 Ms. Heimarck gave the presentation on the series of 3 reports on the district status,  
188 Clark /Wilkins status and the AMS status. AYP stands for Adequate Yearly Progress,  
189 and is part of the no child left behind bill and is also linked directly to NECAP.

190  
191 AYP measures achievement and performance gaps in sub groups of students and  
192 also growth of those students. AYP is published annually and gives SINY and DINY  
193 designations, which mean school in need of improvement and district in need of  
194 improvement.

195  
196 There are 9 sub groups that are require to track performance. We now have 5 years  
197 of NECAP AND AYP data. In the 1<sup>st</sup> year we were only reporting in 5 sub-groups and  
198 now we are reporting in 7 sub-groups. This shows that we now have more diversity  
199 in Mont Vernon and Amherst. This also means when we report in more sub-groups  
200 we have more capability to miss AYP.

201  
202 For the district participation factor we met the index target set by the state, but the  
203 district did not meet all performance requirements. In the educational disability  
204 sub-group in math we did not meet the index set forth by the state. Every two years  
205 the bar raises and indexes increased this year in math by 6 points and reading by 5  
206 points.

207  
208 If we do not meet the state index, there are two other formulas called the confidence  
209 interval (CI), which takes into account variation in student population from year to  
210 year. The other calculation is called Safe Harbor(SH), this accounts for overall  
211 growth, but we must meet the minimum threshold. Meaning the state looks at the  
212 index compared to maximum possible and then they look for 10% growth for the  
213 difference between the index and the maximum.

214  
215 This is the 1<sup>st</sup> year where we did not meet AYP for the district, so the district is  
216 considered a year 1 DINY.

217  
218 Clark /Wilkins was a SINY last year. They are still a SINY because of the educational  
219 disability sub-group did not reach the index in Math. These students did make  
220 progress and the sub-group only missed AYP by 5/10<sup>th</sup> of point through the safe  
221 harbor calculation. Our index scores are very high compared to other districts,  
222 specifically in reading. We have some of the highest indexes in the state in all of the  
223 sub-groups we report in.

224  
225 Ms. Head stated we have a lot to be proud of.  
226

227 Mr. Graybill stated all cohorts made improvements and some significantly. We are  
228 only SINY and DINY in one cohort and this is a small percentage of the kids in the  
229 district. These scores are encouraging.

230

231 Ms. Heimarck stated we need to look at all data before coming to conclusions. The  
232 department of education will release school and district report cards that rank  
233 schools. This is a requirement by the federal government. Ms. Heimarck is confident  
234 we are in upper tier of the report cards.

235

#### 236 Quarterly Report

237

238 Ms. Shankel stated this is the report to the end of March and there is not a big  
239 change. We were close on revenues, but there is a \$18,000 difference. On the  
240 expenditures side we are \$346,000 under budget.

241

242 Mr. Graybill asked is these are actual numbers though March to the end of June and  
243 are other districts experiencing favorable budgets.

244

245 Ms. Shankel replied yes the percentages are similar.

246

#### 247 Pilot Program – Kindergarten

248

249 Dr. Jennings stated that this is a proposal for a kindergarten program that has the  
250 option to scheduled 2.5 full days or 5 half days a weeks. This is currently happening  
251 in Mt. Vernon because the parents brought it forth.

252

253 Mr. St. Amand along with Janet Davis and Terry April described the proposal.

254

255 We brought forward full day kindergarten a few yrs ago and started last year an  
256 extended bay once a month to accommodate late start days. We surveyed all  
257 parents for registered for 2010-2011 and there was e an interest in 2.5 day and the  
258 half-day model. 47% of the families responded to the survey. 40% of these  
259 responses preferred the 2.5 full day model and 58% preferred the half-day model.

260

261 There were many questions to what the 2.5 full day program would look like. We  
262 want the programs to mirror each other and the only difference would be the 2.5  
263 full day pr program would have a full lunch/ recess period and an additional recess.

264

265 The pilot would be only two sections with 28 families. We have 82 children  
266 currently registered. This year kindergarten has 102 students in 6 sections. If the  
267 board is receptive we need to send forms to families and let families know we need  
268 commitment by certain date. We would like to send something out in May. 15  
269 families have a level of interest from initial survey.

270

271 Ms. Head asked what happens if you squeak by and then some students drop out.

272 We are stuck if committed to the pilot even if the numbers go down.

273 **Monday 8:30-9:30pm**

274 Mr. St. Amand replied we are interested, but not wedded to doing the pilot. We are  
275 looking at the interest in doing a pilot because enrollment in 1<sup>st</sup> grade goes up 25%.  
276 We feel if we offer a full day option the kindergarten program would attract more  
277 families. We have not considered that some families may come to us because we  
278 now offer 2.5 full day option.

279

280 A discussion by the board ensued. The main points of the conversation were:

281

282 -The concern about the number of students in each section, which would be 14 for  
283 the 2.5 full day and 15 for the half day program.

284 -Whether or not children could maintain the energy and academic endurance for a  
285 full day program. The discussion was around if five year olds are ready for a full  
286 day. There are many schools around the state and country where students are  
287 already doing this and it helps them transition easier because they will not be  
288 spending part of a day in one place and then in another. The full day also helps them  
289 transition to 1<sup>st</sup> grade.

290 -Another concern was if the programs would be equal or would students in one  
291 program vs. the other have an advantage once they got to 1<sup>st</sup> grade. The two  
292 programs will mirror each other and cover the same material. The board discussed  
293 how in 1<sup>st</sup> grade there are students coming from the districts kindergarten, private  
294 kindergartens, and some who never went to kindergarten.

295 -If the pilot went ahead this coming year, would it stay each additional year or  
296 would we access the success of the pilot. They determined that the pilot would be  
297 evaluated before parents were given the choice to continue the program. They also  
298 discussed how this pilot was not going to be all of the kindergartens in the future  
299 going to the 2.5 full day program, but looking at keeping it as an option for families.

300

301 The board decided they would like more information about families' interest in the  
302 2.5 full day program, now that more details about how the program would look have  
303 been determined. Mr. St. Amand will send out another survey that is easier to  
304 respond to and have families respond before the next board meeting. He will also  
305 try to send the survey to other parents who have not already enrolled their children  
306 in kindergarten for next year.

307

308 FY11 Technology Budget

309

310 Mr. Chakrin along with Ms. Goden and Ms. Sheldon came to discuss the proposal for  
311 the technology budget. This is line 734 of the budget. The board had a concern that  
312 the technology plan at time the budget was finalized was expiring in June 2010 and  
313 a new plan was not yet finalized. All items in this line are for the schools related to  
314 technology integration. The idea is to create 21<sup>st</sup> century classrooms and teach 21<sup>st</sup>  
315 century skills to improve achievement.

316

317 Ms. Godin began by discussing the class she taught today where Dr. Jennings visited.  
318 Ms Godin uses a lot of technology in her classroom. Today she was using a student

319 response system. During her math lesson she asked for a student response, which  
320 then allowed her to target success and deficiency. She then knew what to review  
321 and could identify specific students that needed more support and she could be  
322 individualized and differentiated. Ms. Godin also uses laptops, allows for video  
323 homework, uses Angel, does powerpoints and webquests. She has access to laptops  
324 so her students can use the Internet properly and safely. They also learn how to  
325 document where they go. She feels the use of technology helps with the transition  
326 to AMS. Ms. Godin and the board also discussed the use and benefits of a  
327 Smartboard.

328  
329 Mr. Chakrin informed the board that Smartbord is brand name for a certain type of  
330 technology and there are lots of possibilities for technology similar to Smartboards.

331  
332 Ms. Sheldon also discussed the use of Smartboards at AMS. The math teachers in 5<sup>th</sup>  
333 grade use them the most. These are interactive technology that comes with a suite of  
334 software for all subjects. There are hundreds of lessons and templates. They also  
335 have the capability to save all of the information given in a lesson and the teacher  
336 can upload to Angel for absent students, and use it later to review for quizzes and  
337 tests. This feature also saves paper. AMS also uses document image cameras, which  
338 are a projection system that will project anything. They can project a book page for  
339 the whole class and can zoom in on vocabulary. One of the science classes used a  
340 camera for squid dissection. The cameras can record and save information. They  
341 allow a teacher to share student work and do editing as an interactive lesson.

342  
343 Mr. Chakrin and Mr. Ddge discussed the use of the Smartboardsd with special  
344 education students and how it is a valuable tool.

345  
346 Mr. Charkin discussed how AMS would use Flip video cameras and how students  
347 love to make videos. The current cameras at AMS are used mostly for the 7<sup>th</sup> grade  
348 world Hunger Project.

349  
350 Mr. Chakrin stated that by integrating technology into the curriculum is very  
351 engaging and will allow for more achievement.

352  
353 A discussion ensued because the board was concerned about the effectiveness of the  
354 technology. Ms. Head had seen a demonstration of a Smartboard where only one  
355 student at a time was being interactive while the other students were watching. The  
356 concern lies in the question of are we spending the town's people's money wisely.  
357 The board would like to better understand what technology is being used now and  
358 how it enhances the curriculum. The board would like to see a comprehensive  
359 technology plan.

360  
361 Dr. Jennings reminded the board that a comprehensive learning environment can  
362 only happen when all of the different pieces of technology are in one classroom.  
363 Currently different pieces are distributed all over the buildings and teachers need to  
364 reserve them ahead of time for use.

365 Ms. Godin suggested the board see a different presentation from someone who is  
366 using technology often in their classroom to get a better understanding of the  
367 possibilities.

368  
369 Ms. Heimark reminded the board that the technology plan was just voted on at the  
370 SAU meeting.

371  
372 Ms. Head replied this was the state plan and did not address the specific questions  
373 from the Amherst board or the buying of items.

374  
375 Ms. Shankel replied that the new plan was not made for state, but to address the  
376 needs of the district. Mr. Chakin demonstrated at the SAU board meeting how the  
377 budget meets the technology plan.

378  
379 Ms. Head stated that the technology plan is too general.

380  
381 Dr. Jennings stated that they would like to know if the technology plan did not  
382 address Amherst's questions because the new technology plan met and went  
383 beyond the state requirements.

384  
385 The board decided to table the discussion till the June meeting so they could o back  
386 and review the technology plan that was passed at the SAU board meeting.

387  
388

389 **Action Items:**

390

391 **Auditor's Appointment**

392

393 Ms. Shankel asked the board to recall what she presented at the SAU board meeting.  
394 It is time appointment of new auditors because we like to change auditors on  
395 regular basis in order to have an independent look at our financials. Vachon, Clukay,  
396 & Co., PC came in with the lowest bid. They only look at audits that are clean and  
397 there will be no further work. They only look for specific clients and this is why the  
398 bid is so low.

399

400 **Ms. Bennett made a motion to appoint Vachon, Clukay, & Co., PC as the**  
401 **auditors for next three years. Mr. Graybill seconded the motion and the vote**  
402 **was unanimous.**

403

404 **Tuesday 3:30-4:30**

405

406 Mr. Graybill – what if they find more, will bid stay the same

407

408 Ms. Shankel – if found there was something that would be a surprise and they would  
409 have to deal with it. Bid price will hold

410

411 Appointment to Brick School Improvement Committee  
412  
413 Ms. Shankel – new committee to appoint to as stated above – needs two people,  
414 commitment a mtg in spring to determine which repairs would happen  
415  
416 Ms. Bennett – who else  
417  
418 Ms. Shankel – a member from each of the other districts  
419  
420 Ms. Head and Mr. Graybill will serve  
421  
422 Policy JLCF Wellness – 2<sup>nd</sup> reading  
423  
424 Ms. Shankel – little change by other board; 2<sup>nd</sup> page – beverages had awkward  
425 sentence that was rewritten  
426  
427 Ms. Foulks - While ago we were experimenting with lunch and recess; how does  
428 lunch and recess fit together; Portion sizes change bc of how vendors sell  
429  
430 Dr. Jennings – these are maximums  
431  
432 Ms. Shankel – bc of certain size for vending machine  
433  
434 Ms. Foulks – pg 48 under snacks; during school day and after school/ enrichment  
435 programs – can we enforce with the after school/ enrichment  
436  
437 Dr. Jennings – bc school sponsored must follow regulations  
438  
439 Mr. Maresco move to accept the wellness policy as written second by Ms. Foulks  
440  
441 Finance Policies- 3<sup>rd</sup> reading  
442  
443 Ms. Shankel – DJE – board motion from Amherst all contracts 1000-9999 will  
444 require 3 employee documented competitive bids; 10000-24999 must get 3 written  
445 bids from vendors, over 25000 must be formal bids  
446  
447 Mr. Graybill – other comment from the other policies  
448  
449 Ms. Shankel – no  
450  
451 Mr. Graybill motion accept all policies Ms. Bennett second  
452  
453 **Discussion Items:**  
454  
455 Policy JICK- Pupil Safety and Violence Prevention – 1<sup>st</sup> reading

456 Dr. Jennings - Was to be presented at end of 08 and now 10, attorney had take the  
457 school board policy as a template; not presented to boards as planned and was  
458 reworked again. Should adopt even though there is a bullying policy being worked  
459 on at the fed level  
460  
461 Thorough investigation, comprehensive as to is responsible, fast turn around after  
462 investigation with in 5 days  
463  
464 Can appeal and go to super intendent and appeal to school board  
465  
466 Mr. Graybill – If teacher does not report than are there consequences  
467  
468 Dr. Jennings – Can certainly hold teachers accountable and give employee that they  
469 are mandated to do it bc of this policy  
470  
471 Ms. Foulks – Does the policy include Technology component  
472  
473 Dr. Jennings – yes at the federal level they are looking at it and will need a lot of legal  
474 guidance on that  
475  
476 Mr. Dodge – are some changes around notifying super intendent in all cases, AMS  
477 deals with this all day long; If do to letter to law if all reports go to Dr. Jennings we  
478 might have back lash from parents  
479  
480 Dr. Jennings – already reporting more major incidents; if this is adopted, must  
481 translate into handbooks for students, we must also educate parents and state will  
482 offer workshops  
483  
484 Mr. St. Amand – Can we change principle will report to principle will designate bc of  
485 the time frame; Must be cautious of putting a name on a on time incident –  
486 especially in k-2  
487  
488 FY10 Budget Surplus Proposal  
489  
490 Ms. Shankel – items that we look at and either did not have in budget or it got cut or  
491 items that will need to be put into future budgets  
492  
493 2 copiers – large pMr. Graybilllem bc number of copies they were purchased to do,  
494 now are required to do more; not in budget and would like to replace them  
495  
496 Tech amount  
497  
498 B&G SRO recommend to change lock on door, bc lock is tripped and becomes  
499 unlocked; section of parking lot needs paving; exit that fire dept wants to see  
500 upgraded and paved – difficult to keep clear bc dirt; dust collection pMr. Graybilllem  
501 in shop; Middle school needs more outlets in rooms; exterior fire door that needs to

502 be replaced, failed catch basin, new play round bedding needs at clark and wilkins  
503 and extend bedding walls, repair washout and drainage issues in playground  
504  
505 Curriculum - Scott-foresman purchase – instead of partially implement scott  
506 foresman – persue full implementation for grades 5 and 6 – all teachers want to  
507 implement proram; see cost savings bc program cheaper now than in 2011-12;  
508 purchase 5/6 this yr and  $\frac{3}{4}$  next yr. May need resources for Math curriculum  
509  
510 Mr. Maresco – why 5/6 not  $\frac{3}{4}$  bc have it already in lower grades  
511  
512 Ms. Heimarck – bc have so many teachers who want to do it in 5/6  
513  
514 Mr. Graybill – does this lower a line item for next year  
515  
516 Ms. Heimarck – yes it would lower proposal for 2011-12 budget  
517  
518 Ms. Shankel – CPR material for recert  
519  
520 Ms. Head – asking to spend 182,000 and difference would go back to tax payers  
521  
522 Ms. Shankel – yes, and budget would be reduced for ballot in future years  
523 Mr. Maresco – would be more expensive in future yrs, so benefit for doing it now  
524  
525 Ms. Head – Tech request – can we hold on those and do all of the tech together next  
526 month  
527  
528 Mr. Graybill – items that are in here, is this the replacement of what was cut from  
529 the budget last year, this is in addition to what is budgeted  
530  
531 Dr. Jennings – is this part of a three year plan  
532  
533 Mr. Chakrin – Yes  
534  
535 Mr. Maresco – how much will go to full tech classrooms  
536  
537 Mr. Chakrin – slow process bc of so many classrooms; way to get us started to see  
538 how it will go and to see how we will want to change over time bc tech changes so  
539 quickly. 10 yrs to get all classrooms equip. the way we want them equip.  
540  
541 Ms. Bennett – B&G – updating electrical why now  
542  
543 Ms. Shankel – was not in FYI 11 will be out in FY 12 budget if not done now  
544  
545 **Review of Meeting**  
546  
547 Follow-up of NECAP and placement

- 548 School Report card
- 549 Changes to No Child Left Behind
- 550 Board to read tech plan
- 551 **Adjourn**
- 552 Mr. Maresco motioned at 9:33 Ms. Bennett seconded