

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA
J.E. HALL EDUCATIONAL SERVICES CENTER
30 EAST TEXAR DRIVE
ROOM 160
PENSACOLA, FLORIDA

REGULAR MEETING AGENDA
DECEMBER 18, 2012
5:30 P.M.

Meeting was advertised in the *Pensacola News Journal* on December 1, 2012 - [Legal No. 1583994](#)

INVOCATION AND PLEDGE OF ALLEGIANCE

PUBLIC FORUM

NOTE: *Request to Speak Forms are available at the entrance table. All speakers wishing to address the Board are asked to fill out a form and turn it in at the front of the room. All speakers are limited to two minutes.*

I. CALL TO ORDER/ADOPTION OF AGENDA

II. COMMITTEE/DEPARTMENTAL REPORTS

1. PTA Presentation
2. Stellar Employee Recognition

III. PROPOSED ADDITIONS OR REVISIONS TO SCHOOL DISTRICT RULES

- A. Rule(s) Adoption
-No items submitted

B. Permission to Advertise

CORRECTED

1. [Notice of Intent to Advertise Amendments to Rules and Procedures of the District School Board: Chapter 6, Student Transportation](#)
2. [Notice of Intent to Adopt Amendments to Rules and Procedures of the District School Board: Chapter 3, School Operating Procedures](#)

IV. APPROVAL OF MINUTES

1. [11-15-12 SPECIAL WORKSHOP](#)
2. [11-16-12 REGULAR WORKSHOP](#)
3. [11-20-12 INSTALLATION CEREMONY & ORGANIZATIONAL MEETING](#)
4. [11-20-12 REGULAR MEETING](#)

V. CONSENT AGENDA

A. CURRICULUM

1. [Innovations Educational Services, Inc., DBA Innovations Middle Charter School of Escambia Charter Application Review and Recommendation to the School Board of Escambia County, Florida](#)
2. [Escambia County School District Strategic Plan 2012-2013](#)
3. [Postsecondary Education Readiness Test \(PERT\) Assessments](#)
4. ~~[Contract Termination, !A+ Tutor U](#)~~
5. [A+ Tutor U: Voluntary Termination of Contract](#)

DELETED

ADD

B. FINANCE

1. [Check Register for November 2012](#)
2. [Recap of General Fund Reserves \(Non-Categorical\) for November 2012](#)
3. [Resolutions to amend District School Budget:](#)
 - a) [Resolution 3 – General Operating Fund](#)

- b) [Resolution 3 – Special Revenue – Federal Programs](#)
- c) [Resolution 3 – Capital Projects Fund](#)
- d) No item submitted - Special Revenue – Food Service Fund
- e) No item submitted – Debt Service Fund
- f) [Resolution 2 - Targeted ARRA Stimulus Fund](#)
- g) [Resolution 1 - Race to the Top Fund](#)

4. Legal Services:

[General Fund](#)

| | |
|---------------------------------|--------------|
| a) The Hammons Law Firm | \$ 294.50 |
| b) The Hammons Law Firm | \$ 341.00 |
| c) The Hammons Law Firm | \$ 77.50 |
| d) The Hammons Law Firm | \$ 356.50 |
| e) The Hammons Law Firm | \$ 93.00 |
| f) The Hammons Law Firm | \$ 319.15 |
| g) The Hammons Law Firm | \$ 668.00 |
| h) The Hammons Law Firm | \$ 675.30 |
| i) The Hammons Law Firm | \$ 93.00 |
| j) The Hammons Law Firm | \$ 77.50 |
| k) Rumberger, Kirk and Caldwell | \$ 11,074.41 |

5. Legal Services:

[Risk Management Fund](#)

| | |
|----------------------|--------------|
| The Hammons Law Firm | \$ 14,596.00 |
|----------------------|--------------|

6. Scrap Lists – no item submitted

~~7. Auction List I for December 2012~~

8. [Financial Status Report: Employee Benefit Trust Fund](#)

9. [Donation of Surplus Item to the Century Correctional Facility](#)

10. [Donation of Food product to the Escambia County Waterfront Mission, Escambia County Jail, Escambia County Salvation Army and Manna Food Pantries](#)

11. [Proposed 2013-2014 Budget Calendar](#)

12. [Banking Resolutions and Authorizing Agreements](#)

13. [2012-2013 Educational Support Personnel Salary Schedule](#)

14. [2012-2013 Miscellaneous Salary Schedule](#)

DELETED

C. [HUMAN RESOURCE SERVICES](#)

1. Instructional/Professional

a. Appointments

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATE</u> | <u>MOS</u> |
|--------------------------|--------------------|--------------------------|-------------|------------|
| Amico, Sami L. | Teacher | Ernest Ward Middle | 10/22/12 | 10 |
| Byers, Amanda S. | Teacher | Escambia High | 11/07/12 | 10 |
| Edington, Suzanne H. | Teacher | Bellview Middle | 11/14/12 | 10 |
| Fleischman, Barbara P. | Teacher | Ferry Pass Middle | 11/05/12 | 10 |
| Jackson, Sarah M. | Teacher | Warrington Elem | 11/05/12 | 10 |
| Jernigan, Sabra A. | Teacher | Pine Meadow Elem | 11/02/12 | 10 |
| McClure, Tiffany D. | Guidance Counselor | West Pensacola Elem | 08/21/12 | 10 |
| Peet, Blaine L. | Teacher | Brentwood Elem | 11/05/12 | 10 |
| Russell, Jamila R. | Teacher | Woodham Middle | 11/05/12 | 10 |
| Ryan, Meghan K. | Teacher | Escambia Westgate Center | 11/07/12 | 10 |
| Sewell, Tiffany J. | Teacher | Pine Meadow Elem | 10/17/12 | 10 |
| Whitfield, II, Robert P. | Teacher | Escambia High | 11/09/12 | 10 |

b. Reappointments

-None

c. Transfers

| <u>NAME</u> | <u>FROM</u> | <u>TO</u> | <u>DATE</u> | <u>MOS</u> |
|------------------|-------------|-------------------|-------------|------------|
| Casey, Sherry D. | Holm Elem | Lincoln Park Elem | 08/13/12 | 10 |

| | | | | |
|---------------------|---------------------|--------------------------|----------|----|
| Deen, William L. | Longleaf Elem | Pine Forest High | 11/01/12 | 10 |
| Guerra, Beth A. | Ferry Pass Elem | Lipscomb Elem | 09/11/12 | 10 |
| Hill, Dawn M. | Scenic Heights Elem | Holm Elem | 08/13/12 | 10 |
| Johnson, Janet K. | Pine Forest High | Staff Development | 08/13/12 | 10 |
| Lewis, Jeanice L. | Bellview Middle | Semmes Elem | 08/13/12 | 10 |
| Martin, Deana R. | Bellview Middle | Woodham Middle | 11/19/12 | 10 |
| O'Neal, Gail R. | Brentwood Elem | Northview High | 09/10/12 | 11 |
| Rhodes, April D. | Ferry Pass Elem | Suter Elem | 09/11/12 | 10 |
| Russo, Gerald W. | West Florida High | George Stone Tech Center | 09/17/12 | 10 |
| Tart, Lavonda D. | West Pensacola Elem | Warrington Middle | 10/30/12 | 10 |
| Tarter, Charisse C. | Warrington Elem | Brentwood Elem | 08/13/12 | 10 |
| Turner, Kelly D. | Ferry Pass Elem | Suter Elem | 09/11/12 | 10 |

d. Out-of-Field

1. Appointments

| <u>NAME</u> | <u>LOCATION</u> | <u>DATE</u> | <u>MOS</u> |
|---------------------|--------------------|-------------|------------|
| Green, Johnnie M. | Ferry Pass Middle | 11/02/12 | 10 |
| Sellers, Leonard R. | Ernest Ward Middle | 11/19/12 | 10 |
| Sellers, Leslie R. | Northview High | 11/13/12 | 11 |

2. Reappointments

-None

3. Transfers

-None

4. Other

-None

AMENDED

e. Resignations/Retirements/Other

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATE</u> | <u>MOS</u> |
|--------------------|-------------------------|-------------------------|-------------|---------------|
| Byers, Joellen G. | Speech Lang Pathologist | Blue Angels Elem | 11/20/12 | 10 |
| Cormier, Lee J. | Teacher | Washington High | 12/17/12 | 10 <i>Ret</i> |
| Davis, Regina A. | Teacher | Warrington Middle | 11/16/12 | 10 |
| Grey, Christina M. | Teacher | Tate High | 12/21/12 | 10 |
| Hatten, Shelby S. | Teacher | Oakcrest Elem | 11/20/12 | 10 |
| Lott, Clinton | Assistant Principal | Tate High | 02/04/13 | 12 <i>Ret</i> |
| Lynch, Tenisha D. | Teacher | Escambia High | 11/30/12 | 10 |
| Meyer, Barbara A. | Teacher | Weis Elem | 01/17/13 | 10 |
| Trentham, Julie B. | Teacher | Global Learning Academy | 12/21/12 | 10 |
| Vanes, Mindy A. | Teacher | Warrington Middle | 11/30/12 | 10 |

AMENDED

f. Leaves of Absence

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATES</u> |
|--------------------------|-----------------|--------------------------|------------------------------|
| Anderson, Ashley M. | Teacher | Bellview Middle | 11/13/12-01/07/13 |
| Blackburn, Candice R. | Teacher | Molino Park Elem | 12/10/12-12/21/12 <i>Ext</i> |
| Boutwell, Wendy D. | Teacher | Brentwood Elem | 11/16/12-12/18/12 |
| Cote, Jan | Teacher | Holm Elem | 12/05/12-01/28/13 |
| Fisher, Patricia C. | Teacher | Escambia High | 08/13/12-06/04/13 |
| Gille, Estelle F. | Teacher | McMillan Learning Center | 11/07/12-11/30/12 |
| Hooch, Lauren E. | Teacher | Lipscomb Elem | 12/07/12-03/18/13 |
| Jackson, Brenda O. | Teacher | Bailey Middle | 11/08/12-01/07/13 |
| Joffrion, Priscilla R. | Teacher | Warrington Elem | 11/06/12-06/04/13 |
| Laborde, Jill M. | Teacher | Bratt Elem | 11/05/12-06/04/13 |
| Lewis-Morrison, Danielle | Teacher | Myrtle Grove Elem | 12/21/12-04/02/13 |
| Stump, Christian C. | Teacher | Bailey Middle | 12/14/12-01/18/13 |

| | | | |
|------------------------------|---------------------------------|-----------------------------------|------------------------------|
| Thomas, Kimberly N. | Teacher | Staff Development | 11/15/12-01/14/13 |
| Thomas, Malcolm A. | Director II | Evaluation Services | 2012-2013 School Year |
| Westberry, Cynthia M. | Teacher | Holm Elem | 10/10/12-12/31/12 |
| Westley, Kathy L. | School Social Worker | Social Work Department | 10/25/12-01/24/13 |
| Walker, Angela W. | Teacher | Warrington Middle | 10/31/12-02/08/13 |

- f. Special Requests
-None
2. Educational Support Personnel

a. Appointments

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATE</u> |
|-----------------------|-------------------------------|--------------------------|----------------------|
| Averill, Pamela K. | Custodial Worker I | Ransom Middle | 12/03/12 |
| Billings, Lisa N. | Library Media Clerk | Pensacola High | 11/13/12 |
| Boone, Kevin W. | Storekeeper/Warehouse Tech II | Central Warehouse | 12/10/12 <i>Prom</i> |
| Chancery, Wesley K. | Maintenance Worker I | Maintenance Services | 11/28/12 |
| Davis, Alan C. | Maintenance Worker I | Maintenance Services | 11/26/12 |
| Davis, John L. | Food Service Assistant I | Escambia High | 11/26/12 |
| Dickens, Kenneth M. | Maintenance Worker II | Maintenance Services | 11/21/12 |
| Johnson, Linda L. | Administrative Clerk III | Facilities Planning | 11/13/12 |
| Linholm, Cody J. | Maintenance Mechanic II | Maintenance Services | 11/26/12 |
| Loftus, Carla | Administrative Clerk II | Maintenance Services | 11/14/12 <i>Prom</i> |
| Martin, Karen J. | Teacher Assistant (Special) | Lipscomb Elem | 11/29/12 |
| Mayhair, Julie R. | Early Childhood Assistant | Semmes Elem | 11/13/12 |
| Morfa, Eunice | Food Service Assistant I | Escambia High | 12/03/12 |
| Patterson, Denise L. | Accounting Specialist IV | Accounting Operations | 12/03/12 <i>Prom</i> |
| Richardson, Jodi K. | Teacher Assistant (Special) | Longleaf Elem | 11/26/12 |
| Ricks, Mathew P. | Food Service Assistant I | Escambia High | 11/26/12 |
| Shipman, Teresa L. | Food Service Assistant I | Bellview Middle | 11/08/12 |
| Soto-Cardona, Rosa M. | Teacher Assistant (Special) | Escambia Westgate Center | 11/26/12 |
| Stone, Leann T. | Teacher Assistant (Special) | Escambia Westgate Center | 11/26/12 |
| Taylor, Zachary L. | Maintenance Worker I | Maintenance Services | 11/19/12 |
| Walker, Lewis T. | Custodial Worker I | McArthur Elem | 11/16/12 |

b. Temporary Promotions

| <u>NAME</u> | <u>FROM</u> | <u>TO</u> | <u>DATE</u> |
|--------------------|--|---|-------------|
| Smith, Virginia J. | Food Service Assistant I Jim Allen Elem | Food Service Assistant II Jim Allen Elem | 11/09/12 |

c. Resignations/Retirements/Other

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATE</u> |
|------------------------|--------------------------------|-----------------|---------------------|
| Bui, Thu C. | Teacher Assistant-Bilingual | Pensacola High | 12/31/12 <i>Ret</i> |
| Donald, Carlee P. | School Bus Assistant | Transportation | 12/21/12 <i>Ret</i> |
| Leatherwood, Cheryl D. | Administrative Clerk II | Pensacola High | 01/08/13 <i>Ret</i> |
| Mooney, Eunice M. | Food Service Assistant I | Bratt Elem | 11/09/12 |
| Nowlin, Linda D. | Food Service Assistant Manager | McArthur Elem | 12/21/12 <i>Ret</i> |
| Radford, Maxine V. | School Bus Assistant | Transportation | 12/31/12 <i>Ret</i> |

d. Terminations

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATE</u> |
|-----------------|---------------------|-----------------|-------------|
| Huss, Kimber D. | School Bus Operator | Transportation | 11/12/12 |

e. Leaves of Absence

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>DATES</u> |
|-------------------|-----------------------------|------------------|------------------------------|
| Chames, Cassandra | School Bus Operator | Transportation | 10/25/12-11/24/12 |
| Cobb, Dushan C. | Teacher Assistant (Special) | Pine Forest High | 02/01/13-03/01/13 <i>Ext</i> |

AMENDED

| | | | |
|---------------------------|-----------------------------|--------------------|------------------------------|
| Ellis, Stacy R. | Custodial Worker I | Bailey Middle | 12/03/12-01/14/13 |
| Eubanks, Vicky | Payroll Specialist | Payroll Department | 11/05/12-12/10/12 |
| Hattamar, Craig A. | Diesel Truck & Bus Mechanic | Transportation | 12/13/12-01/01/13 |
| Jernigan-Wise, Frankie K. | Administrative Clerk II | Bellview Middle | 11/15/12-12/15/12 <i>Ext</i> |
| Lindsey, Trina D. | School Bus Assistant | Transportation | 08/21/12-04/01/13 |
| Perez, Anita | Teacher Assistant (Special) | Bailey Middle | 11/13/12-05/31/13 |
| Siegel, Tammy M. | School Bus Operator | Transportation | 11/05/12-02/14/13 |
| Spivey, Dawn M. | Food Service Assistant I | Lipscomb Elem | 11/01/12-12/14/12 |
| Walker, John Q. | School Bus Operator | Transportation | 10/17/12-04/23/13 <i>Ext</i> |
| Westley, Kathy L. | Administrative Secretary II | Social Work Dept | 10/26/12-01/24/13 |

f. Special Requests

1. For Board Information: Reporting the death of Teacher Assistant (Special) Dara A. Drayton at Bellview Middle, on November 10, 2012.

3. [Risk Management](#)

- a. [United HealthCare Administrative Services Agreement Renewal](#)
- b. [Medical Stop Loss Policy](#)

4. Employee Services
-No items submitted

5. Affirmative Action
-No items submitted

D. PURCHASING

ITEMS PREPARED BY PURCHASING:

1. [Bid Award: Custodial Supplies, Bid #131202](#)
2. ~~[Bid Award/Annual Agreements: As Needed Real Estate Services, RFP #131401](#)~~
3. [Bid Award: Security Services, RFP #131302](#)
4. [Bid Renewal: Dispensing System for Toilet Tissue and Hand Towels, RFP #081402](#)
5. [Cancellation of Sprint/NEXTEL Wireless Communications Agreement](#)
6. [Wireless Communications Agreement - Verizon](#)
7. [Amendment 1 to Truenorthlogic Agreement](#)
8. [Employee Health Clinic Agreement](#)
9. [GPS Software and Hardware for School Buses](#)
10. [Apple Computers for Navy Point Elementary School](#)
11. [Dell Computers for Warrington Middle School](#)
12. [Dell Computers for Blue Angels Elementary School](#)
13. [Architectural/Engineering Services for A.K. Suter Elementary School](#)
14. [Architectural/Engineering Services for Spencer Bibbs Elementary School](#)
15. [Architectural/Engineering Services for Ernest Ward Middle School](#)
16. [Re-Roofing at Molino Park Elementary School](#)
17. [Change Notice #1 to Purchase Order #6241300043 – Exceptional Student Education](#)
18. [Change Notice #1 to Purchase Order #6241300029 – Exceptional Student Education](#)

ITEMS PREPARED BY FACILITIES PLANNING:

19. [Change Notice #3 to Purchase Order #5421300026 – Navy Point Elementary School Covered Play Area & Multi Purpose Room](#)

E. OPERATIONS

1. Facilities Planning

A. Final Payments

1. [Ensley Elementary School Classroom HVAC Replacement](#)
2. [Navy Point Elementary School Covered Play Area](#)
3. [Workman Middle School Administrative Office Remodel](#)

B. Miscellaneous

DELETED

1. [AIA Contract Document B101-2007 \(Standard Form of Agreement between Owner and Architect\)](#)
2. [Purchase Agreement between Gator Willis Limited Partnership, LLLP, and the School Board of Escambia County, Florida](#)
2. School Food Services
 - A. Miscellaneous
 1. [Affiliation Agreement](#)
3. Maintenance
-No items submitted
4. Transportation
-No items submitted
5. Central Warehouse
-No items submitted
6. Information Technology
-No items submitted
7. Protection Services
-No items submitted
8. Energy Management
-No items submitted

F. STUDENT TRANSFERS

G. INTERNAL AUDITING

1. [Inventory Adjustment Reports for twenty-two \(22\) cost centers](#)
2. School Internal Accounts Audits
 - A. [Lipscomb Elementary Internal Accounts Audit \(Special Report\)](#)
 - B. [2011-2012 Internal Accounts Audits without findings](#)
 - [District 1](#)
 - [Beulah Elementary](#)
 - [James C. Bailey Middle](#)
 - [West Florida High](#)
 - [District 2](#)
 - [Judy Andrews](#)
 - [District 3](#)
 - [McMillan Learning Center](#)
 - [District 4](#)
 - [Cordova Park Elementary](#)
 - [Washington High](#)
 - [District 5](#)
 - [Jim Allen Elementary](#)
 - [Tate High](#)
 - C. [2011-2012 Internal Accounts Audits with findings](#)
 - [District 1](#)
 - [Longleaf Elementary](#)
 - [Bellview Middle](#)
 - [George Stone Technical Center](#)
 - [District 2](#)
 - [Pleasant Grove Elementary](#)
 - [District 3](#)
 - [Brentwood Elementary](#)
 - [C.A. Weis Elementary](#)
 - [Global Learning Academy](#)
 - [Montclair Elementary](#)
 - [O.J. Semmes Elementary](#)
 - [Woodham Middle](#)
 - [Pensacola High](#)

District 4

[A.K. Suter Elementary](#)

District 5

[Bratt Elementary](#)

[Molino Park Elementary](#)

[Pine Meadow Elementary](#)

[Escambia Westgate](#)

D. [District-Wide Report on School Internal Accounts](#)

VI. UNFINISHED BUSINESS

-None

VII. NEW BUSINESS

A. ITEMS FROM THE BOARD

-No items submitted

B. ITEMS FROM THE SUPERINTENDENT

1. [Student Recommendations](#)

1. Recommend that, consistent with the decision of the due process committee, student discipline number 13-41-411 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year and all of the 2013-2014 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.
2. Recommend that, consistent with the decision of the due process committee, student discipline number 13-42-411 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.
3. Recommend that, consistent with the decision of the due process committee, student discipline number 13-43-411 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year and all of the 2013-2014 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.
4. Recommend that, consistent with the decision of the due process committee, student discipline number 13-47-951 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year and all of the 2013-2014 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.
5. Recommend that, consistent with the decision of the due process committee, student discipline number 13-50-521 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.
6. Recommend that, consistent with the decision of the due process committee, student discipline number 13-60-521 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.
7. Recommend that, consistent with the decision of the due process committee, student discipline number 13-61-521 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year and all of the 2013-2014 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement.

FORMAL
HEARING
REQUESTED

Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.

8. Recommend that, consistent with the decision of the due process committee, student discipline number 13-62-862 be expelled from all public schools of Escambia County for the remainder of the 2012-2013 school year and all of the 2013-2014 school year with the option to enroll, if qualified and if space is available, in an alternative educational program exclusive of regular school placement. Placement to be at the discretion of the Superintendent and to be available as an alternative during the full expulsion time frame.

2. Recommend that employee #0000008557 be suspended without pay for one (1) working day beginning December 19, 2012, based on misconduct as more specifically identified in the notice letter to the employee.

DELETED

- ~~3. Recommend that employee #0000004585 be terminated effective December 19, 2012, as more specifically identified in the notice letter to the employee.~~

4. Recommend that employee #26914 be suspended without pay beginning December 19, 2012, based on pending court action as more specifically identified in the notice letter to the employee.

AMENDED

5. Recommend that employee #8173 be terminated effective December 19, 2012, based on ~~pending court action~~ conduct as more specifically identified in the notice letter to the employee.

C. ITEMS FROM THE GENERAL COUNSEL

-No items submitted

VIII. ADJOURNMENT