

Regular Board Meeting
Wednesday, July 13, 2022 6:00 PM

Triangle Lake Charter School--Library
20264 Blachly Grange Rd.
Blachly, OR 97412

Agenda

1. **CALL TO ORDER**
2. **WELCOME GUESTS AND VISITORS**
3. **PUBLIC FORUM/COMMUNICATIONS**
4. **CHANGES OR ADDITIONS TO THE AGENDA**
5. **CONSENT AGENDA**
 - 5.1. **BOARD MINUTES**
 - 5.2. **FINANCIAL REPORT**
 - 5.3. **ACCEPTING RESIGNATION**
 - 5.4. **APPROVE STAFF HIRE**
 - 5.5. **MOTION**
6. **REPORTS**
 - 6.1. **FACILITIES REPORT**
 - 6.2. **SUPERINTENDENT'S REPORT**
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
 - 8.1. **NEW YEAR BOARD ORGANIZATION AND ANNUAL PROCEDURAL BUSINESS PURSUANT TO ORS 332.040 AND 255.335(5)**
 - 8.1.1. **ELECT BOARD CHAIR, VICE CHAIR AND APPOINT BOARD SECRETARY**
 - 8.1.1.a. **FOR CHAIR**
 - 8.1.1.b. **FOR VICE CHAIR**
 - 8.1.1.c. **FOR BOARD SECRETARY**
 - 8.1.2. **REVIEW STATUS OF LOCAL PUBLIC CONTRACT REVIEW BOARD**
 - 8.1.3. **ADOPT RESOLUTION #2022-23-001**
 - 8.1.4. **ADOPT RESOLUTION #2022-23-002**
 - 8.1.5. **ADOPT RESOLUTION #2022-23-003**
 - 8.1.6. **ADOPT RESOLUTION #2022-23-004**
9. **THE BOARD MAY RECESS THE REGULAR MEETING AND CONVENE EXECUTIVE SESSION**
10. **RECONVENE REGULAR SESSION**
11. **ANNOUNCEMENTS**
 - 11.1. **UPCOMING BOARD MEETING**
12. **ADJOURN THE REGULAR MEETING**

Blachly School District #90

Code: BDDH
Adopted: 12/13/93
Revised/Readopted: 1/16/08; 11/19/08; 2/21/18;
1/19/22

Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will submit their request and name electronically prior to the Board meeting.¹ A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda.
4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. If a person has more comments than time allows or is unable to comment due to time constraints, the

¹ When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

person is encouraged to submit additional written comments to the Board through the district office as directed.

6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

The Board will not hear public comment at Board work sessions.

Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to comments@blachly.k12.or.us . Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the Board meeting. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

Cross Reference(s):

BDDC - Board Meeting Agenda

KC - Community Involvement in Decision Making

Blachly School District #90

Code: BDDH-AR
Revised/Reviewed: 2/21/18; 11/17/21

Public Comment at Board Meetings

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point.

To provide public comment in person, if the opportunity is available on the Board agenda, please submit the Intent to Speak request to the Superintendent, Monday of the week of the Board meeting to comments@blachly.k12.or.us. Those attending virtually and want to provide public comment should submit the Intent to Speak request to the Superintendent, Monday of the week of the Board meeting to comments@blachly.k12.or.us.

A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda. A person providing public comment will be allowed three minutes. Signing up to provide public comment does not guarantee time will be available.

Any person, who is allowed to speak to the Board during a meeting, should state their name, whether they are a resident of the district and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

Comments about a specific employee or group of employees should comply with Board policy BDDH - Public Comment at Board Meetings:

“A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee’s rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.”

SEE FORM ON REVERSE

INTENT TO SPEAK

The Board welcomes input. To provide in-person public comment please complete the request at comments@blachly.k12.or.us that can be found on the District and School websites Monday the week of the Board meeting.

Name: _____ Phone: _____

Name of organization (if applicable): _____

Address: _____

Email (optional): _____

Topic or comment to be presented (brief description): _____

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public Complaints and KL-AR - Public Complaints Procedure. A hearing conducted by the Board regarding personnel may take place in an executive session.

The Board requests that a topic or comment is limited to three minutes or less.

Regular Board Meeting
Wednesday, June 15, 2022 6:00 PM Pacific

Triangle Lake Charter School--Library
20264 Blachly Grange Rd.
Blachly, OR 97412

Dwight Coon: Present
Meleah Drago: Absent
Jeff Eastburn: Present
Derek Pennel: Present
Bev Schiesser: Present
Lanae Sjostrom: Present
Jeff Thiessen: Present

Present: 6, Absent: 1.

Staff present: Pat Rufo, Molly Rust, Aria Richardson, Shane Benscoter, Tony Wynn, Dustin ,
Dennis Boyd and Kelly Goodwin.

Virtually: Rob Lafferty.

1. CALL TO ORDER

Board Chair Coon called the meeting to order at 6:01 pm.

2. WELCOME GUESTS AND VISITORS

3. PUBLIC FORUM/COMMUNICATIONS

There were no public communications.

4. CHANGES OR ADDITIONS TO THE AGENDA

There is an addition to the agenda. The addition is the hire of Molly Rust as the assistant business manager. This is added under the consent agenda as item 3.

5. CONSENT AGENDA

5.1. BOARD MINUTES

There were no questions in regards to the board minutes from last month.

5.2. FINANCIAL REPORT

Business Manager Pat Rufo's financial report for May 31, 2022 includes estimates for both May and June. The unposted revenues include interest earnings, TLCS Online parent purchases, and grant revenues. In the General Fund, property tax revenues were down from last estimate, but still ahead of budget. The State School Fund came in a little under from the April estimate, but Timber sales replaced about half of that loss. Expenditure estimates are reduced from last month as grant funds are applied to salaries and benefits. In addition, \$51,000 in planned expenses were not used and now unencumbered.

Ms. Rufo says that the All Funds report shows revenues flush with budget. Local sources of revenue are down this year. Grant income will not be received until after the end of the year so is not showing on the report. Expenditures overall are below budget.

The Board reviewed the check register. Director Eastburn ask about the total cost of the irrigation project. This is still in process and the question can be better answered at the next School Board

Meeting.

5.3. APPROVE STAFF HIRE

Superintendent Watkins shares the two new staff hires. Amy Brecheisen for the k-12 Music/Band teacher and Molly Rust for the Assistant Business Manager position for the 2022-23 school year.

5.4. ACCEPTING RESIGNATION

Superintendent Watkins shares the resignation of Erin Arney from the district. This leaves the 4th grade classroom position open and this will be posted tomorrow. Superintendent Watkins shares the resignation letter from Tony Wynn as the athletic director for Triangle Lake Charter School.

5.5. MOTION

Director Pennel moved to approve the consent agenda as amended. This motion, made by Derek Pennel and seconded by Jeff Thiessen, Carried.

Meleah Drago: Absent, Dwight Coon: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lanae Sjostrom: Yea, Jeff Thiessen: Yea
Yea: 6, Nay: 0, Absent: 1

6. REPORTS

6.1. ENROLLMENT

Superintendent Watkins shares the enrollment at this time and shares that we hope to continue to grow for next year.

Director Schiesser asks when registration is open. Superintendent Watkins shares that it is open now. We are reaching out to families and trying to grow where we can.

6.2. CHARTER BOARD REPORT

Director Pennel asked how the attendance was at the Open House. Superintendent Watkins shares that he estimates 150 people. It was well attended and families seemed to enjoy their time back on campus. We also plan to do a Welcome Back type of event in the Fall.

6.3. FACILITIES REPORT

Director Eastburn asks if we have any new news from Lane County. Mr. Benscoter shared that it is still in the planning department. Director Pennel asks if we don't get permitted in time to get the office done in the summer, will we table the project for next summer or continue it whenever we get approved. Superintendent Watkins says he doesn't want to give a concrete answer about this, it has a lot of contingencies to look at. We will have to reach out to our contractors and look at what the disruption would be to the students. Director Pennel says he has heard there is more money going towards schools for safety. Do we look at routing this with the office project or doing it at a later time? Superintendent Watkins and Mr. Benscoter share we are looking into doing it together and have people coming to look at the project to evaluate the best way to do this.

6.4. TRANSPORTATION/TECHNOLOGY REPORT

There were no questions for Mr. Boyd in regards to the transportation and technology report

6.5. PRINCIPAL'S REPORT

Principal Bottensek shares that she is very happy we have successfully completed the entire school year on campus as we had hoped. Students will be participating in end of year activities tomorrow. Graduation went very well. Everyone enjoyed being back in the gym for graduation. Summer program invitations will go out soon. We will be doing our summer programs in August. Ms. Bottensek is excited to announce that we have created, for the first time, an events calendar that will have our annual events for the school year posted. We will share this on our district website for all families and community members to see. Director Pennel asks, as we go into next year, do we layer some of the items like sporting events and things we don't have scheduled yet on this calendar. Ms. Bottensek answered yes, this will be an all-inclusive events calendar that we will keep updated. Portrait of a Graduate process is still going smoothly. We have started summer sports for volleyball and basketball. Our staff has started planning for their AVID trip at the end of the month. Director Pennel asks if at the registration day, will that be the first day we find out who will be returning for next year's enrollment. Ms. Bottensek shares that Kara Severino, our school counselor, has been forecasting with all the 8-12 grade students and while she does this she is asking them if their intent is to return. Amanda Gast will then follow up with the families if the students indicate they will be leaving us. Ms. Bottensek also shares that we will be back to an 8-period day next year, 4 days a week. Director Eastburn asks if we will be providing transportation for the summer programs. Ms. Bottensek answers yes. Director Eastburn asks if the lockers will be returning next year. Ms. Bottensek says yes, we should bring them back if we have students taking 8 classes per day.

6.6. SUPERINTENDENT'S REPORT

Superintendent Watkins shares an update with the Pioneer Community Center project, we are still trying to find a location. However, out of this came some interesting side effects in regards to zoning. The zoning of the old district house is residential. We were looking at additional areas and that led to some discrepancies in regards to who owns the grange. Superintendent Watkins shares that we are not looking to take over the grange, we are looking at who actually owns what and we plan to partner with the grange as always and continue working with them. It is all about clarifying who owns what and that way we can help take responsibility for what we need to. We look forward to this renewed partnership with the grange. Director Pennel shares that he has been part of this discussion in the past. Director Pennel asks what the zoning requirement is for this grant. Superintendent Watkins shares that we are looking to clarify this, but it has to be zoned as an educational zone. Superintendent Watkins would like to give an update on Charter Board communication. There has been some discussion on the Charter Board contract and some of the concerns in regards to responsibilities. We would like to work on making this a more cohesive partnership. Dustin Reese will be working on this over the summer and in the fall we hope to bring both boards together to move forward on this. Superintendent Watkins highlights some great things from this year. All our seniors but one graduated this year, and we have a working plan for that one student in place already. The work with the Portrait of a Graduate has gone great, now the real implementation process will start next year. This will lead to our Vision and Mission process as a board. He is also very excited about the AVID grant and the process we get to start as a full campus. Superintendent Watkins shares that we also added micro pd's collaborating with UofO to provide training with our classified staff. He would like to highlight that we went from 18 students in our online program last year to 150 on average this year. This is a tremendous lift this year and he is very proud of our district. Of about 22 districts, we are the

only district that has not declined in enrollment this year. This has allowed us to add additional physical education courses provided by a licensed teacher, we added more electives, dual credit opportunities, more Spanish opportunities, we went from a half-time music teacher to a full-time music teacher, and we are looking to add another counselor. We have also brought all our finances in house. We have added nursing services and human resource services. We have also been able to add a lot of facility improvements, such as football field irrigation. We are now able to put a new playground in for our school. This is a \$200,000 project that is made possible by the online program. We have an 8% contingency fund. We are able to keep our small class sizes and add more teachers when needed. We have now already reached our cap for next year for the online program and now have a wait list. We will be adding a new staff member this summer for our online program. Director Pennel asks what our student to staff ratio is now on campus. Superintendent Watkins shares about 10:1. This is almost unheard of for schools. Director Pennel asks if the majority of benefits from this program are going to be on campus. Superintendent Watkins shares yes, because of the need and nature of the online program.

7. UNFINISHED BUSINESS

8. NEW BUSINESS

8.1. BASEBALL & SOCCER CO-OP

Director Pennel moved to approve the co-op for women's soccer with North Eugene and baseball with Willamette HS as presented/amended for the 2022-23 school year. This motion, made by Derek Pennel and seconded by Bev Schiesser, Carried.

Meleah Drago: Absent, Dwight Coon: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lanae Sjostrom: Yea, Jeff Thiessen: Yea

Yea: 6, Nay: 0, Absent: 1

Athletic Director Tony Wynn shares that our normal has been to co-op with Elmira. They are unwilling to do this next year because they are hoping to stay at the 3A level and the addition of us would put them over that limit. We are looking for the first time to co-op with girls soccer. We are hoping to do this with North Eugene. The baseball co-op we are hoping will be with Willamette. We have filled out the appropriate forms and have had conversations.

However, we haven't received the approved paperwork back. He hopes that we will hear back by August.

Director Pennel asks about wrestling, as we have done this in the past. Mr. Wynn shares that he doesn't know of any interest. However, Mr. Craigun has shared some interest in a wrestling program, so it is something that will be looked at. Possibly starting as a club and then moving into a sport for us. The hurdle for a wrestling program is the mats are extremely expensive and we don't have space unless we have the use of the little gym back.

8.2. ADOPTION OF 2022-2023 BUDGET AND APPROVAL OF BUDGET RESOLUTIONS

Director Pennel moved to adopt the 2022-23 budget as forwarded by the budget committee including Resolutions #2021-22-007 and #2021-22-008 as presented/amended. This motion, made by Derek Pennel and seconded by Jeff Eastburn, Carried.

Meleah Drago: Absent, Dwight Coon: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lanae Sjostrom: Yea, Jeff Thiessen: Yea

Yea: 6, Nay: 0, Absent: 1

Superintendent Watkins shares that the budget packets are given to the board and the resolutions are available in their agenda packets for review. There were no further questions in regards to the budget.

9. THE BOARD MAY RECESS THE REGULAR MEETING AND CONVENE EXECUTIVE SESSION

Board Chair Coon recesses the regular meeting for an executive session at 6:59 pm.

10. RECONVENE REGULAR SESSION

Director Pennel moves to approve the ratified contract for Anni Thiessen as presented. This motion, made by Derek Pennel and seconded by Jeff Eastburn, Carried.

Meleah Drago: Absent, Jeff Thiessen: Abstain (With Conflict), Dwight Coon: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lanae Sjostrom: Yea
Yea: 5, Nay: 0, Absent: 1, Abstain (With Conflict): 1

Board Chair Coon reconvenes the regular session at 7:23 pm.

11. ANNOUNCEMENTS

11.1. UPCOMING BOARD MEETING

The next regular board meeting will be Wednesday, July 13th at 6:00 pm.

12. ADJOURN THE REGULAR MEETING

Board Chair Coon adjourns the meeting at 7:26 pm.

Board Maintenance Report

July 6th, 2022

FOOTBALL FIELD IRRIGATION

Is under construction and will be up and running soon.

TREE REMOVAL / ROOF OVER WATER TANK

Over the course of the winter we had several trees fall on the field from the south bank of the football field. One of these trees took out the powerline to the field lighting and the scoreboard wire.

With the irrigation system going it was a good time to remove danger trees and the failing roof over the water tank. And minimize future traffic on the field and the newly installed irrigation system.

MODULAR OFFICE

All documents are submitted to the county and are in the planning department.

CONCRETE SIDEWALK BEHIND SCIENCE AND ENGLISH CLASSROOMS

The sidewalk has been completed and now provides access all the way around the classroom buildings.

SIDEWALK TO DISTRICT OFFICE

Plans have been made to excavate a sidewalk to tie in from district office to the existing shop building. At this point it will be compacted gravel with plans in the future to pour concrete and relocate the existing fence up on to the sidewalk and landscape the current bank adjacent from the grange building for aesthetics and ease of maintenance.

FLOORS

The lower hall classrooms and gym entry have been stripped and waxed in preparation for summer school. The remaining rooms are in process and will be substantially completed with help from the return of custodial staff who return in August.

**Blachly School District #90
Triangle Lake Charter School
20264 Blachly Grange Road
Blachly, OR 97412
(541) 925-3262
www.blachly90.com**

RESOLUTION

Blachly S.D #2022-23-001

BE IT RESOLVED, that the Board of Directors, School District #90, Lane County, hereby adopts the following for the fiscal year 2022-23:

- Designate the Fern Ridge-Tribune News the official district newspaper;
- Establish regular monthly board meeting day as the third Wednesday, at 6 pm, in the Triangle Lake Charter School Library;
- List official depositories of funds (Local Government Investment Pool, U.S. Bank, Oregon Community Credit Union, and SELCO Credit Union);
- Designate Superintendent Adam Watkins or his appointed designee as chief administrative officer, clerk of the district, federal program coordinator, custodian of funds, executive officer, and administrator of the food services fund;
- Designate Pat Rufo as Business Manager and budget officer;
- Authorize Superintendent Adam Watkins and Business Manager Pat Rufo to handle all district banking transactions;
- Authorize Adam Watkins, _____ (new board chair), _____ (new board vice chair), and Dave Standridge (Lane ESD) to sign checks.
- Designate Pat Rufo as the one who shall prepare or supervise preparation of the budget document under the direction of the executive officer;
- Adopt new minimum pay rates for substitute teachers in 2022-23 at \$226.14 per 9-hour day for the first 8 days in one assignment; after the first eight (8) days the pay rate becomes \$236.48 per 9-hour day.
- Designate Brown & Brown Northwest, as the official insurance agent for the district. Our property and casualty insurance is through Property and Casualty Coverage for Education (PACE). Sam Jones is our account executive. Our premium for 2022-23 will be \$68,137. Additional carriers sponsored by PACE include Fuel Tank coverage from ACE American Insurance Company for \$485, and Workman's Compensation insurance coverage by SAIF is estimated at \$8,153.18.
- Designate Pauly, Rogers and Co., P.C. as financial auditors for Blachly School District and Triangle Lake Charter School;
- Designate PACE crime coverage which is now placed on the district policy in the amount of \$1,000,000 with \$10,000 deductible each in lieu of surety bonds for the Superintendent and financial managers (ORS 332.525);
- Designate The Hungerford Law Firm and the OSBA Legal Department as district legal counsel.

Adopted by the Blachly School Board of Directors at a regular school board meeting held on July 13, 2022

Board Chair

Adam Watkins, Superintendent

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**RESOLUTION
Blachly S.D #2022-23-002**

BE IT RESOLVED, that the Board of Directors, School District #90, Lane County, hereby authorizes the General Fund (Fund 100) to transfer money to the individual grant funds, the food service fund (Fund 295) and athletics fund (298) to be repaid by the end of the ensuing fiscal year.

Adopted by the Blachly School Board of Directors at a regular school board meeting held on July 13, 2022.

Board Chair

Adam Watkins
Superintendent

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**RESOLUTION
Blachly S.D #2022-23-003**

BE IT RESOLVED, that the Board of Directors, School District #90, Lane County, hereby authorizes Superintendent Adam Watkins, Principal Brittany Bottensek and Executive Secretary Anni Thiessen to handle all Student Body transactions and Adam Watkins, Brittany Bottensek and Linda Richardson to sign checks.

Adopted by the Blachly School Board of Directors at a regular school board meeting held on July 13, 2022.

Board Chair

Adam Watkins
Superintendent

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**RESOLUTION
Blachly S.D #2022-23-004**

BE IT RESOLVED, that the Board of Directors, School District #90, Lane County, hereby authorizes Executive Assistant to the Superintendent Bri Simington, Executive Secretary Anni Thiessen and Business Manager Pat Rufo to use a signature stamp to sign checks as authorized by Superintendent, Adam Watkins, using written or electronic media during his absence from the district.

Adopted by the Blachly School Board of Directors at a regular school board meeting held on July 13, 2022.

Board Chair

Adam Watkins
Superintendent