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# APPROVED MINUTES

## CORAL ACADEMY OF SCIENCE LAS VEGAS REGULAR MEETING OF BOARD OF GOVERNORS

### Meeting Information

Date: September 30, 2020  
Time: 3:30 p.m.  
Location: 8965 S. Eastern Ave, Suite 280, Las Vegas, NV 89123 [but held electronically, per the Agenda, pursuant to Directive 006 and other Directives of the State of Nevada Executive Department]

### **Posting of Agenda:**

This agenda was posted at the following locations:

Coral Academy of Science Las Vegas (“CASLV”) website at [www.caslv.org](http://www.caslv.org), and Nevada Public Notice website at <http://notice.nv.gov>.

### **Format / Procedures / Rules:**

*[See Agenda for information regarding format, procedure, and rules governing the meeting]*

### Agenda

**Call to order** Ms. Diggins called the meeting to order at 3:34 p.m.

### **Roll Call**

Present: Joined via video and conference call WebEx: Ms. Diggins (Absent 4:26pm-5:27pm), Ms. Kazelskis, Ms. Hayman, Dr. Warren, Mr. Tandogan, and Mr. Gibson (Left at 5:31 p.m.).

Mr. Zhang was absent.

Non-Board Members in attendance, joined via WebEx conference call: Mr. Gardberg, legal counsel, Mr. Ercan, Mr. Nick, Mr. Gunozu, Ms. Peevy, Mr. Vu, Ms. Nixon, Ms. Hanna, and Ms. Shepard. There were approximately 85 members of the public via WebEx, which consisted of CASLV staff, teachers, parents, and all campus principals.

### **Pledge of Allegiance**

#### **A. Public Comment (*Information*)**

*[Please see the Agenda for the procedures and rules regarding Public Comments.]*

There were no public comments at this time. Ms. Diggins stated if the public would like to speak in regards to the distance-learning item, she would allow public comment at that time.

#### **B. Consent Agenda (*For Possible Action*)**

- 1. Approval of July 8, 2020 Emergency Board Meeting Minutes (*For Possible Action*)**
- 2. Approval of August 7, 2020 Emergency Board Meeting Minutes (*For Possible Action*)**

Ms. Diggins asked Ms. Kazelskis if she had a chance to review the minutes.

Ms. Kazelskis replied yes; and stated the July 8, 2020 minutes are accurate, however, the August 7<sup>th</sup> minutes require a correction in item B.3. Ms. Kazelskis will email the change to Ms. Shepard to be reflected in the final draft.

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Ms. Diggins made a motion to approve the consent agenda as they will be updated. Seconded by Ms. Hayman.

**ACTION:** Motion unanimously carried.

### **C. Discussion & Possible Action Items – Policy**

#### **1. Coral Academy Distance Learning 30-Day Report (*For Possible Action*)**

Mr. Ercan presented a general summary of the 30-day report.

CASLV is overenrolled so the budget has a 1% surplus. There have been 1,594 Chromebooks distributed, and approximately 150 lunches distributed each day. There have been only 20 to 30 families with connectivity issues since the 2020-2021 school year started. Mr. Ercan thanked CASLV's teachers, staff, and administrators for all their hard work. There was a parent survey sent which brought 2,493 responses, and the results show that 74% are happy with online sessions and 76% are satisfied with distance learning. Mr. Ercan reviewed the details of each question asked and what the responses were. Mr. Gunozu presented information regarding Canvas and our learning management system, including that we have 203 instructors, 3,950 students, 1,257 courses, and 18,663 assignments.

Regarding quarter two (Q2) plans, Mr. Ercan said our authorizer's COVID-19 in-person learning guidance require CASLV to continue operating under a distance education model with limited in-person instruction. Therefore, we cannot return to full-time or blended in-person learning with all students. However, we can have in-person instruction for up to 25% of the enrollment of each campus. Administration's proposal for Q2 is to:

- continue with distance learning for students and an optional blended working schedule for teachers;
- offer Special Education (SPED) students in-person instruction at all campuses. If they do not feel comfortable coming to their campuses, they can continue with distance learning; and
- offer pilot in-person instruction for kindergarten and first grades at our Tamarus and Nellis AFB campuses.

Ms. Kazelskis said our number one concern is for the safety and health of our students.

Ms. Hanna presented regarding Special Education (SPED), saying that each case and campus is unique and approached individually. They are working individually with each family. Distance learning is working well for some students, less so for others. Teletherapy services are outsourced and done one-on-one. They are continually working on communication. SPED teachers are conducting synchronous and asynchronous lessons. They are focusing on making sure each SPED student's needs are met. Ms. Kazelskis asked how many SPED students would come in each day, and Ms. Hanna explained it depends on the overall numbers and family interest. There is strong interest.

Ms. Hayman inquired if there would be consideration made for teachers that are elderly or facing specific underlying health concerns making them more vulnerable. Ms. Hanna stated they have been talking individually with each teacher at each campus, and if they are in a high-risk situation then the school will work with them.

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Ms. Katotakis, Tamarus Campus Principal, presented details regarding how they plan to bring students back on campus. Their parent survey results showed that 86% of the families indicated administration is communicating well with them around distance learning, 95% indicated their students can access their teacher if they need help, and 94% indicated their child is provided opportunities to meet with the teacher in a small group session. Just 36% indicated that the live session hours are under their expectations and only 24% disagree that the distance learning education program mirrors in person learning. The campus has increased their live lessons.

Regarding the proposal to bring some students back on campus, Tamarus is going to work with kindergarten, first grade and SPED students. They have surveyed these parents and found 26 kindergarten students would like to return onsite and 12 would like to continue distance learning. First grade has 40 students that would like to return in person and 19 who will continue distance learning. They are planning an am/pm schedule and they would like SPED to mirror this. They will work the schedule based on the survey results. Students will not be on campus for lunch. The two kindergarten teachers, one first grade teacher, one SPED teacher, and one full-time aide have agreed to in person instruction. They would like to keep the teachers either all distance learning or all in-person if possible. They may have to reshuffle rosters. They will follow all social distancing protocols, and masks will be required. They have hand sanitizers/hand washing stations in place and the cleaning company will be onsite. All COVID-19 symptoms will be treated case by case.

Dr. Warren asked how we would maintain cleanliness. She also has concerns about the protocols and the teachers having to manage this. Mr. Tandogan stated that the protocols taken at Coral Reno require they take student temperatures in the car, and students can't enter if that's over 100.4° F. For middle school, temperatures are taken at the door. The school is cleaned all day, with an emphasis on high traffic areas.

Mr. Yutuc, Nellis Campus Principal, presented details regarding the in person learning proposal for Nellis AFB. Health and safety is their highest priority. At Nellis, 65% of parents say distance learning is better than expected, and 75% say it is the right amount of time. A majority of parents favor blended/live learning for kindergarten and first grades. Administration proposes to have live instruction for K-1 and SPED. Early bird (AM) / late bird (PM) cohorts were established to help on-Base parents structure their days. Mr. Yutuc reviewed the schedules in detail. The focus will be students that are struggling with distance learning. Intervention and small group instruction will be the focus. Lunches will continue as grab and go, no lunches will be eaten onsite. Masks and social distancing will be in place, following County guidelines. Temperature checks, cleaning and sanitization protocols will be followed. They will have a maximum of 12-13 students in each class. They have sent a parent reference guide and Mr. Yutuc has worked with Nellis AFB regarding childcare options for teachers.

Ms. Kazelskis asked about struggling students at those and other campuses, and it was discussed that Sandy Ridge will start live instruction with those students. Mr. Ercan explained we are piloting kindergarten and first grade at Tamarus and Nellis AFB. Ms. Diggins asked why Eastgate and Centennial Hills are not opening with kindergarten and first grades. Principals Emrullah and Serdar said they have received significant teacher pushback because of numerous concerns regarding safety, educational matters, liability, etc. At Eastgate, 70% of families want to come back, but some teachers have medical conditions and are higher risk. They are also concerned about going back and forth (from live to distance and back) when one or more students begin testing positive.

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Mr. Tandogan noted that Coral Reno has had two closures to date because of suspected COVID-19 cases. Dr. Warren asked if we could provide testing to those with symptoms. Mr. Gardberg said we could but noted we are not medical doctors or nurses and he would encourage symptomatic or exposed families to go to health authorities to get testing.

Public Comments (85 people on the call)

Comments for Distance Education Only:	Comments for Hybrid:	Comments for Full-Time Live Education:
<ul style="list-style-type: none"> <li>R. Jonah (parent)</li> </ul>		<ul style="list-style-type: none"> <li>Maverick (7<sup>th</sup> grader)</li> <li>Jennifer A. (Parent of Windmill / Tamarus children)</li> </ul>

Ms. Diggins indicated she is uncomfortable with K-1 only being at certain campuses. Ms. Hayman is worried whether this is safe enough, so a cautious piloting program is sensible. Dr. Warren said we could revisit at any time when circumstances change. She favors the pilot program while being open to change. Safety and consistency are important to her. Mr. Tandogan said he thinks piloting is good, and that K-1 students need to be in classrooms from an educational perspective.

Dr. Warren made a motion to adopt the proposal presented above (i.e., at the bullet points), as long as we stay within the SPCSA’s 25% capacity rule. Distance learning will continue for all remaining students. Administration will report to the board in 30 days. This can be revisited at the October 28<sup>th</sup> board meeting. Seconded by Mr. Tandogan.

**ACTION:** Motion carried with 5 yes and 1 no votes. Ms. Diggins opposed.

**2. CMLP Compensation Amendment (For Possible Action)**

Mr. Ercan explained this program is at our Sandy Ridge campus supporting our high school student’s requirements to earn the Congressional Award. During the pandemic there are some limitations. This policy has been approved previously. Mr. Ercan reviewed all of the proposed changes due only to the pandemic.

Ms. Diggins stated the board has supported this program in the past. She is comfortable accepting this proposal with the modifications for safety precautions needed due to pandemic. The rest of the Board agrees.

Ms. Kazelskis made a motion to approve the CMLP Compensation Amendment as presented. Seconded by Mr. Tandogan.

**ACTION:** Motion unanimously carried.

**3. Tuition Reimbursement Amendment (For Possible Action)**

Mr. Ercan reviewed the changes and removals with the Board. Ms. Bridget Peevy, CASLV HR Director is also in attendance to answer any questions. Ms. Diggins said this looks routine and asked for any questions or comments from the Board.

Ms. Hayman moved to accept the Tuition Reimbursement Amendment as stated. Seconded by Dr. Warren.

**ACTION:** Motion unanimously carried.

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### 4. **Merit-Based Pay Amendment** *(For Possible Action)*

This amendment is due to the current pandemic. CASLV felt modifications were needed, as the rubric requirements for teachers are difficult to achieve with distance learning. Mr. Ercan reviewed the proposed changes with the Board in detail.

Ms. Diggins said the amendment is acceptable in her opinion and asked for questions or comments from the Board. Ms. Kazelskis asked if we could add attendance and Mr. Ercan confirmed the addition of attendance.

Ms. Diggins made a motion to approve the Merit-based Pay Amendment to account for the COVID-19 pandemic as proposed. Seconded by Ms. Kazelskis.

**ACTION:** Motion unanimously carried.

### 5. **Approval of Written Notice Regarding Examinations Certification** *(For Possible Action)*

Mr. Ercan stated in regard to the Nevada proficiency examination program, an annual written notice for testing requires board approval. Mr. Gunozu, in coordination with each campus principal, has created a schedule for the 2020-21 school year. Mr. Gunozu said this is based on the current guidelines from the state. WIDA screening tests have been waived, as they cannot be administered through distance learning. There is an alternate method for WIDA screening, which we are implementing. We are following the requirements based on the manual the state provided. Upon Board approval, the schedule will be shared with staff and parents.

Ms. Diggins moved to approve the Written Notice Regarding Examination Certification as presented. Seconded by Ms. Hayman.

**ACTION:** Motion unanimously carried.

### 6. **National School Lunch Program Provider Contract** *(For Possible Action)*

Mr. Ercan explained that last year, we contracted with Three Square and they were great. Unfortunately, they are no longer available to provide lunches to schools due to the pandemic. One company submitted a proposal following our RFP. We partnered with this company, however their services were unacceptable, even after Administration's communication with them, asking them to improve.

Thankfully Mr. Vu was able to locate another vendor. Mr. Ercan asked for Ms. Diggins to pre-approve this vendor, as this is a time sensitive issue. We are now seeking entire Board approval. Mr. Ercan reviewed the details of the contract with the Board. Ms. Diggins said the cost of food is increasing by \$.30 a meal, which is modest.

Ms. Kazelskis made a motion to approve the national school lunch provider Better 4 You Breakfast, Inc. to provide meals for students starting October 1, 2020 through June 30, 2021 not to exceed \$242,025.00. Seconded by Ms. Hayman.

**ACTION:** Motion unanimously carried.

## D. **Discussion & Possible Action Items – Facilities and Operations**

### 1. **Champions Onsite Daycare** *(For Possible Action)*

Mr. Ercan reminded the Board this was tabled from the last meeting. Mr. Ercan added this to today's agenda as childcare may be required with Tamarus and Nellis conducting in person learning for K-1 students. Champions would be providing after school care for the students returning in person. Mr. Gardberg raised a question about

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the indemnity not being sufficient. Mr. Gardberg recommends contractual work and changes need to be made before CASLV signs a binding agreement for this.

Dr. Warren asked about this affecting the 25% capacity. Mr. Ercan confirmed capacity and safety precautions will be monitored carefully. Champions will only be open to students attending in-person learning on campus. It will not be available to other students.

Ms. Diggins made a motion pending resolutions of the contract recommendations by our legal counsel. She moves to approve Champions onsite daycare at the Tamarus and Nellis campuses to accommodate families of K-1 in person students. The facility usage, social distancing, and capacity regulations from the State and the County must also be complied with. Seconded by Ms. Hayman.

**ACTION:** Motion unanimously carried.

### **E. Discussion & Possible Action Items – Finance and Governance**

#### **1. Retention Payment to the Returning Licensed Teachers and Staff in lieu of Salary Freezing *(For Possible Action)***

Mr. Ercan explained we are expecting a 2.5% budget cut from outside revenues. Our team discussed salary increases, but challenges such as PERS calculations make it difficult to facilitate mid-year. A stipend was proposed at the August Board meeting, therefore we are proposing a one-time retention payment totaling \$400,200, which will not affect salaries after this year. Payments will be distributed in three equal installments with November, April and June payrolls. Payments will not be given if someone resigns before the payroll processes. Grant-related, newly-promoted and part-time positions are not qualified. Dr. Warren asked how we determine the amounts and Mr. Ercan said it is calculated in relation to all staff salaries.

Dr. Warren made a motion to approve the Retention Payment as presented in the amount of \$400,200. Dr. Warren amended her motion to include Mr. Ercan in the retention payment category. Seconded by Ms. Diggins.

**ACTION:** Motion unanimously carried.

#### **2. Hazard Pay to the Licensed Teachers for In-Person Teaching during Distance Learning *(For Possible Action)***

Mr. Ercan presented a proposal of \$80 per day for teachers and \$30 a day for aides for in-person teaching with students during Q2 only. The Board may reconsider for Q3 and Q4 at a later time. The impact to the budget is \$88,200. This is not suggested for all staff. Dr. Warren asked why not all staff is considered, such as the front desk? Mr. Ercan explained we planned on those that are teaching students in person.

Ms. Diggins said this is a good incentive, and supports this solid proposal for teachers. Ms. Hayman is supportive but asked if we can call it assurance pay instead of hazard pay. Mr. Gardberg confirmed this is a great idea and we can legally rename it.

Public Comment: C. Ranstrom, a front office staff member, said they are exposed—i.e., they often deal with every student on campus, especially if a student is sick. If they are sick, they are sitting in the front office and she would like this policy to be reconsidered for office staff.

Ms. Diggins asked if there is any reason why the office staff is not being considered. Mr. Ercan said the focus was on those that are directly teaching in the classroom. We can revisit this but it has budget ramifications. He recommends we revisit at the next

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meeting and make it retroactive. Ms. Diggins asked if the Finance and Facilities subcommittee is meeting before October 12 and if it would be possible for the Board to give responsibility to them to look at the specific numbers.

Public Comment: A. Shiver said there should not be a difference in the hazard pay amounts. Anyone who is on campus should be offered the same amount of hazard pay.

Mr. Ercan is ok to pay everyone but there is a budgeting reality: how will we pay everyone and stay on budget (as the law requires)? He cannot support or guarantee it if it will not work with the budget.

Ms. Diggins made a motion to approve the proposed Assurance Pay for teachers and aides. In addition, she requests the Finance and Facilities Subcommittee to meet prior to the October 28 board meeting and consider assurance pay for office staff, cleaning personnel, or any staff member that has direct contact with students during the school day. Seconded by Dr. Warren.

**ACTION:** Motion unanimously carried.

### **3. Amendment of the Charter for Additional of a New Campus (*For Possible Action*)**

Mr. Ercan explained we have been discussing this project for a long time. The amendment request has been approved by the Board, but we have been working on the needs assessment. This will be our dream campus in the Henderson area. Even though our high school is successful it does not have state-of-the-art labs and a robotics shop. Two of our campuses are still rental properties and there is uncertainty with these facilities, particularly if something happens in regards to certain Eastgate litigation; this will be a great solution. Our plan is to make it a K-12 campus, and make our SR campus a middle school campus. Although this process has been challenging during the pandemic, our team did a great job. Our Director of Operations, Mr. Vu and our Executive Assistant, Ms. Shepard, visited several business neighbors. Mr. Ercan personally visited with the leadership at M Resort. They have more than 1,300 employees, many of whom are low-income and have children who are (for example) ELL or qualify for FRL, that are traveling from all over the Las Vegas/Henderson Valley.

Mr. Vu explained that looking at the proposed area, we will focus on a 5-mile radius, and reviewed the area canvassed on a map. Mr. Vu listed the various businesses they met with including apartment complexes nearby and places of worship. Mr. Vu discussed the special outreach plans to attract more students of need. Mr. Ercan noted that there are low performing schools in the area, but they are not in the same zip code. The high schools in the area are also overcrowded.

Mr. Ercan discussed the star rating at Nellis and how the pandemic affected this.

We submitted the Letter of Intent to the SPCSA in September. The final application will be submitted by the October 15<sup>th</sup> deadline. We should have a final decision by the beginning of 2021. The timeline goal is to complete construction by Fall 2022, although we may phase in the high school to open in the Fall of 2023.

Ms. Diggins asked if this is enough time to sell bonds and Mr. Ercan indicated that it is. Ms. Diggins also asked if the SPCSA views the 2-star rating at Nellis as a hard bar, and if distance learning would impede/affect test scores. Mr. Ercan said we disagreed with that view. Our legal counsel is optimistic that there is no hard bar, and he is confident of persuading SPCSA counsel that that is the case. CASLV Nellis campus

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did a phenomenal job last year to get out of the 2-star elementary rating, but due to the pandemic the rating was frozen at 2-stars.

Ms. Hayman asked about our finances being affected by COVID-19. Mr. Ercan stated yes, there is still unknowns for outside revenue. We anticipate our outside revenue reduction will be approximately \$175 per student.

Dr. Warren and Mr. Gibson asked what if something happens with the bond, etc.; are we committed merely by submitting this amendment application? Mr. Ercan said this is for the State to approve, but it is not binding for CASLV. The purchase agreement, that is not signed has contingencies, and, for example, the sale of the bonds is another contingency.

Ms. Diggins added that in the closed legal session today, the Board may hear new information regarding our Eastgate campus, and that it is public record that our neighbor has been diligently trying to close that campus. We may need a plan for those 650 students, and that this needs to be factored in when we are thinking about decisions regarding a charter amendment.

Ms. Diggins said we would like a SPCSA staff recommendation in favor, and that is not a guarantee. Mr. Gibson asked if we could seek an advisory opinion. Mr. Gardberg said indirectly yes, we could do this as an application, and the staff would make a recommendation. We would have a chance to voluntarily withdraw, prior to the SPCSA Board hearing the matter, if the recommendation were negative. Mr. Modrcin with the SPCSA said they do not know if it will pass, particularly regarding the needs assessment. He thinks there is work to do, but they have seen positive developments from CASLV already. He is not sure we are there yet and they have not formally reviewed the application yet. Mr. Gardberg asked for confirmation that we could withdraw the application if the recommendation was negative, and Mr. Modrcin said yes, there would be an opportunity to cure it or withdraw it.

Mr. Gibson made a motion to delegate this to the Finance & Facilities Subcommittee to meet and make a decision and final recommendation before the October 15<sup>th</sup> deadline and review the needs assessment. Seconded by Ms. Hayman.

**ACTION:** Motion unanimously carried.

#### **4. Chromebook Orders** *(For Possible Action)*

Mr. Ercan explained we received the ESSER grant, which we need to spend by the end of December. These funds have restrictions for certain items like technology help for the students. We would like to purchase 400 laptops with these funds—of which 90 were urgent to support students during distance learning. Mr. Ercan asked Ms. Diggins to pre-approve the purchase of 90 Chromebooks. Mr. Nick stated we are still awaiting the award letter from the Department of Education.

Ms. Diggins made a motion that we approve the previously purchased 90 Chromebooks in the amount of \$30,690 and that we conditionally approve the purchase of the additional Chromebooks, conditional upon receiving the funds from the state, and if we do not receive the funds then the purchase will not go forward. The approved vendor is EdTech in the amount of \$105,710. Seconded by Mr. Tandogan.

**ACTION:** Motion unanimously carried.

#### **5. Workers Comp and Liability Insurance Renewal** *(For Possible Action)*

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Mr. Ercan stated this is for our workers comp and liability insurance renewal. This item was very time sensitive, and we requested pre-approval from Ms. Diggins. The amount increased from \$19,283 to \$28,288 for workers comp and the liability insurance was \$99,462 and the current amount is \$98,907.

Ms. Kalezskis made a motion to approve the Workers Comp and Liability Insurance renewal provided by A & H Insurance. Seconded by Mr. Tandogan.

**ACTION:** Motion unanimously carried.

### **6. Annual CSAN Membership Fees Payment** *(For Possible Action)*

Mr. Ercan explained this is the annual membership fee and the amount is within his approval limits. As the CSAN board treasurer, he is seeking CASLV Board approval, so as to avoid a perceived conflict of interest. Ms. Diggins said CSAN membership has positive benefits and we need to be active in this Nevada charter school network.

Mr. Tandogan made a motion to approve the CSAN Membership fees of \$1,600. Seconded by Ms. Hayman.

**ACTION:** Motion unanimously carried.

## **F. Information/Discussion Items**

### **1. Report of Purchases and Expenses Between \$10,000 and \$25,000** *(Information)*

The Board reviewed all of the expenditures between \$10,000 and \$25,000.

Ms. Hayman moved to approve these expenditures. Seconded by Ms. Diggins.

**ACTION:** Motion unanimously carried.

### **2. Executive Director's Progress Report** *(Information)*

- Mr. Ercan reviewed images of the ceiling tile replacement at our Eastgate campus and confirmed there are no longer excessive noises in the classroom.
- The Centennial Hills fencing project is almost complete and we are just awaiting the gates. The families are appreciative of the new safety measures.
- The Tamarus campus restroom tenant improvement project is also completed. Mr. Ercan shared images of the completed project with the board.
- The Windmill campus fencing and flooring projects are finished. A special thank you to the campus principal for getting this paid for by the landlord.
- Mr. Ercan reviewed grants CASLV is receiving this school year and explained the details and amounts of each grant.
- "Best of Las Vegas" voting is ending today and we are hopeful we will receive gold or silver recognition this year.
- This year, four Sandy Ridge Campus students qualified as Semifinalists in the 65th Annual National Scholarship Program, which is a huge success for our high school.
- CASLV was featured in Vegas, Inc. as one of the top 5 science schools in Las Vegas.
- Our next board meeting will be on October 28<sup>th</sup> at 4:30 p.m.

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**G. Privileged & Confidential Attorney/Client Conference** with CASLV Legal Counsel pursuant to NRS 241.015(3)(b)(2) (Information, Deliberation). Note: per the Open Meeting Law (“OML”), this constitutes a non-public meeting that is statutorily exempt from the OML.

The closed session took place from 7:48 p.m. – 8:00 p.m.

**H. Potential Action(s), if any, re. the legal matters heard during the Closed Session.** (Item G). (*For Possible Action*). Note: this may consist, for example, of a decision to submit a written demand on a potential litigant (e.g., a cease-and-desist letter), to authorize litigation, to conduct further legal research, to propose a settlement to a litigant, or to tender a matter to insurance.

No action necessary.

**I. Public Comments** (*Information*)

*Please see the procedures and rules referenced in item A above.*

No additional public comments.

**J. Adjournment** (*Action*)

Ms. Diggins made a motion to adjourn the meeting, seconded by Dr. Warren.

**ACTION:** Motion unanimously carried.

The meeting was adjourned at 8:02 p.m.