

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

BUUSD Central Office and Via Video Conference – Google Meet
June 28, 2023 - 6:00 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Giuliano Cecchinelli, II (BC) – Chair
Chris Parker (BT) – Vice Chair
Paul Malone (BT) - Clerk
Michael Boutin (BC)
Nancy Leclerc (At-Large)
Ben Moore (BC)
Terry Reil (BT)
Emily Reynolds (BT)
Sonya Spaulding (BC)

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Karen Fredericks, Director of Curriculum, Instruction, and Assessment
Carol Marold, Director of Human Resources
Lisa Perreault, Business Manager

GUESTS PRESENT:

| | | | | |
|--------------------|---------------|------------------|-------------|-------------|
| James Caprenter | Nora Duane | Michael Gilbar | Josh Howard | Brook Knapp |
| Prudence Krasofski | Patrick Leene | Rachel Van Vliet | | |

1. Call to Order

The Chair, Mr. Cecchinelli, called the Wednesday, June 28, 2023, Regular meeting to order at 6:00 p.m., which was held at the BUUSD Central Office and via video conference.

2. Pledge and Mindfulness Moment

No action.

3. Additions and/or Deletions to the Agenda

Add 8.11 Healthy Supervisory Union Contract
Add 9.6 Superintendent Evaluation Service Agreement
Add 14.2 Negotiations Update (Executive Session)
Change 8.5 to read 'First Reading '(remove 'and Final')
Change 8.6 to read 'First Reading' (remove 'and Final')
Change 10.3 to reflect that the next Policy Meeting is 08/16/23 (July meeting is cancelled)

On a motion by Ms. Parker, seconded by Mr. Reil, the Board unanimously voted to approve the Agenda as amended.

4. Executive Session

4.1 Employment 1 V.S.A. § 313(a)(3)

It was agreed that no discussion is necessary on this item.

4.2 Personnel – Leave of Absence Update

A Personnel Leave of Absence Update was proposed for Executive Session.

On a motion by Ms. Parker, seconded by Mrs. Leclerc, the Board unanimously voted to enter into Executive Session, with Mrs. Marold in attendance, at 6:11 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

On a motion by Ms. Parker, seconded by Mr. Boutin, the Board unanimously voted to exit Executive Session at 6:26 p.m.

5. Comments for Items Not On the Agenda

5.1 Public Comment

None.

5.2 Student Voice

None.

6. Approval of Minutes

6.1 Approval of Minutes – June 14, 2023 Regular Meeting

On a motion by Mrs. Spaulding, seconded by Ms. Parker, the Board unanimously voted to approve the Minutes of the June 14, 2023 Regular Meeting and the Minutes of the June 19, 2023 Special Meeting

6.2 Approval of Minutes – June 19, 2023 Regular Meeting

Approved under Agenda Item 6.1.

6.3 Warrant Approvals

Copies of the Warrants for 06/14/23 (\$1,060,314.81) and 06/22/23 (\$671,433.13) were distributed.

Brief discussion was held, with Mrs. Perreault answering questions from the Board. It was suggested that 'coding practices' be reviewed. Questions pertaining to a previous Warrant will be discussed under Agenda Item 11 - Other Business.

On a motion by Mrs. Spaulding, seconded by Ms. Parker, the Board unanimously voted to approve the Warrants dated 06/14/23 and 06/22/23.

7. Building Reports

7.1 BCEMS, BTMES, SHS, SEA

Copies of Building Reports from BCEMS, BTMES, and SHS were distributed.

Pierre Laflamme and Marlon Maylor were thanked for their time and service to the District and were wished well in their future endeavors. Graduates (8th grade and SHS Seniors) were congratulated. It was noted that SHS 2023 graduates were awarded over \$600,000 in scholarships from the Spaulding Scholarship Trust. It was noted that Field Days was an amazing event and teachers and staff were thanked for their work over the year. Beth Bicknell was lauded for providing 45 years of service to the District and for her extensive work coordinating and planning graduation ceremonies. It was suggested that the Board participate in Exit Interviews. Brief discussion was held and it was agreed that this item will be added to a future Agenda.

7.2 Superintendent's Report

A copy of the Superintendent's Report (dated 06/22/23) was distributed.

Mrs. Anderson and Ms. Neddo were recognized for their efforts organizing a robust Summer Program.

8. Current Business

8.1 New Hires

The resumes and BUUSD Notification of Employment Status Forms for Kevin Rondeau (BTMES 5th Social Studies), Mark Smith (SHS PE), and Sonja Walbridge (BCEMS 5/6 Math), were distributed.

It was noted that Mr. Rondeau's paper work does not indicate licensure information. Mrs. Marold advised that Mr. Rondeau has a provisional license.

On a motion by Mrs. Spaulding, seconded by Ms. Parker, the Board unanimously voted to approve the hiring of Kevin Rondeau, Mark Smith, and Sonja Walbridge.

8.2 CVCC Lease

A document titled 'Amendment to Facilities Use and Related Services Agreement' was distributed.

A document titled 'CVCCSD FY24 Facility Use/Services Invoice-July 1, 2023' was distributed.

A document titled 'Facilities Use and Related Services Agreement' was distributed.

Mrs. Spaulding advised regarding some questions that arose during the Finance Committee Meeting. Mrs. Perreault advised that legal counsel made a change to section 10 such that CVCCSD is responsible for the cost of improvements. Mrs. Perreault advised regarding the changes to Sections 3 (Use Fee) and 7 (District Covenants/Repair Obligations). Concern was voiced that though the Amendment identifies the Agreement to be between CVCCSD, the original lease lists CVCC. Concern was also raised regarding Section 10, as it does not define any limitation of scope pertaining to improvements to the 'Space'. Mrs. Perreault answered questions from the Board, including, but not limited to; fee increases/decreases (by area), food service, the comfort level (as it relates to use of additional space), and confirmation that there are no encumbrances remaining (since the change from CVCC to CVCCSD). Concern was reiterated that the original Agreement states it is between the District and CVCC, not CVCCSD, and there was a query regarding whether or not this should also be changed. There was a query regarding whether or not legal counsel reviewed Section 2, which had been raised as a possible concern because it gives CVCCSD at its sole discretion, the option of renewing the Agreement under the same terms, for another 2 years.

On a motion by Mrs. Spaulding, seconded by Ms. Parker, the Board unanimously voted to approve the Facilities Use and Related Services Agreement.

8.3 RAN Recommendation Approval

A document titled 'FY24 Revenue Anticipation Note Comparison 06/28/23' was distributed.

Mrs. Perreault provided a brief overview of the RAN (which is necessary to cover cash flow issues until State funding is received) and answered questions from the Board.

On a motion by Mr. Boutin, seconded by Mrs. Spaulding, the Board unanimously voted to approve the recommendation to contract with Community Bank, N.A., for the FY 2024 Revenue Anticipation Note, with the stated rates as included in the Board packet.

Mrs. Perreault circulated the document for signature, noting that the form requires signature by the Board Chair and a majority of Board's Members.

8.4 Contract Renewals

A document titled 'Contract Renewals FY24 & FY25' was distributed.

Brief discussion was held, including transportation for high school students and limitations on how much transportation costs can increase. Mrs. Perreault answered questions from the Board and advised that Thomas Property Management has been 'top notch', and very reliable and responsive for snow plowing and sanding needs of the District.

On a motion by Mr. Boutin, seconded by Mrs. Spaulding, the Board unanimously voted to approve contracting with Thomas Property Management and Student Transportation of America for FY24 and FY25.

8.5 First Reading Fire and Emergency Preparedness Drills Policy (F3)

A copy of the policy was distributed.

Ms. Parker provided a brief overview of discussion held at the Policy Committee meeting regarding this required policy which must be adopted by 08/01/23 (per S138). Ms. Parker noted that sections of the policy have been crossed out because administrators feel they are procedures and have concerns regarding changes to programs (e.g. the A.L.I.C.E. Program). The A.L.I.C.E. program, which used to be flexible, is no longer flexible and does not address trauma informed training. Over the summer, administrators will be working to address changes to training. The Policy Committee is recommending adopting the policy without the Definitions and Administrative Responsibilities sections and following up at a later date, by updating procedures and possibly adding procedures to the web site. Ms. Parker believes that only the Statement of Policy is considered policy. Mrs. Poulin voiced concern, advising that some time ago, the Board agreed to adopt VSBA policies with as few changes as possible, and advised that VSBA considers anything written in model policies to be policy, not procedure. VSBA only includes procedures in policies when required by law, and labels those sections as procedures. Anything included in the model policy, including definitions and administrative responsibilities are there because VSBA believes they need to be in the policy. Mrs. Poulin advised that she (using the link from VSBA) reviewed the statute, and she believes the statute requires that the policy contain the sections that have been removed. Mrs. Poulin read some of the statute. Mrs. Poulin also voiced concern that though there is a Board directive to have amended policies reviewed by legal counsel, this policy was not legally vetted prior to presentation to the Board. Ms. Parker read some of the contradictory concerns noted during the Policy Committee meeting, including 'parental notification not later than one school day before an options based response drill is conducted' and that the definition of options based response drills conflicts with instructions under the administrative responsibilities section. Lengthy discussion was held regarding the best way to move forward with adopting the policy by 08/01/23. The options are to adopt as is or adopt with the Policy Statement only. Mrs. Poulin advised that the Board is charged with adopting policies that align with statute and she is concerned that if the Board knowingly adopts a policy that they know is not aligned with statute, there are liability issues. After discussion, it was agreed that policies F3 and F4 should be reviewed by legal counsel and will be sent to legal counsel (Pietro Lynn) on Friday 06/29/23.

Mr. Boutin moved to approve the First Reading of the Fire and Emergency Preparedness Drills Policy F3 as presented. Mrs. Spaulding seconded the motion.

Additional discussion was held, including brief discussion of the District's overall school safety plan. Ms. Parker noted that administrators have advised that on the topic of school safety, things are rapidly changing, including the recent sale of the A.L.I.C.E. Program and the new restrictions regarding A.L.I.C.E. training. Mr. Reil has been performing research and advised that AOE is also concerned regarding rapid changes related to school safety guidelines. It was noted that Policy F4 (agenda item 8.6) also indicates the verbiage that was stricken, is required.

Mr. Boutin amended his motion to approve the First Reading of the Fire and Emergency Preparedness Drills Policy F3 with the 'stricken' verbiage added back in. Mrs. Spaulding, as seconder, agreed with the amendment.

On a motion by Mr. Boutin, seconded by Mrs. Spaulding, the Board unanimously voted to approve the First Reading of the Fire and Emergency Preparedness Drills Policy F3 with the 'stricken' verbiage added back in.

8.6 First Reading Access Control and Visitor Management Policy (F4)

A copy of the policy was distributed.

On a motion by Mr. Boutin seconded by Mrs. Spaulding, the Board unanimously voted to approve the First Reading of the Access Control and Visitor Management Policy (F4) with the stricken verbiage added back in and agreed that Ms. Parker will contact legal counsel, Pietro Lynn regarding policies F3 and F4.

8.7 Rescind Access Control Policy (F25)

A copy of the policy was distributed.

No action will be taken until Policy F4 is adopted. Brief discussion was held regarding presenting the Board with a safety plan, and concerns that revealing too much of the safety plan to the Board might provide those with ill intent, too much information. It was clarified that there is the ability to go into Executive Session for a finding that discussion in public would pose a clear and imminent peril to the public safety.

8.8 Exit Survey Results

A document titled 'BUUSD School Year 2022 – 2023 Exit Interview Summary' was distributed.

It was suggested that the survey have employees rank their reasons for leaving the District. Brief discussion was held. Mrs. Marold read a portion of the survey. Lengthy discussion was held, including; a smaller number of employees completing exit surveys, a suggestion that the District survey employees who are staying, concerns that survey results continue to protect the anonymity of those who are completing the surveys, a suggestion that the Board focus on the top three reasons for resignation (Culture/Environment, Quality of Management, and Compensation/Wages/Benefits), clarification HR received from legal counsel (that uncomfortable and sensitive issues don't necessarily qualify for executive session – employee names are redacted, administrator names are to be left in), an offer by Mrs. Marold to hold additional discussion in executive session, a query on how to best gather information from current employees (on what they want to see improved and what they like), Mrs. Marold advised that there is no funding available for a 'Gallup' poll, the benefit of allowing employees to share input (positive and negative), Board Member receipt of information from employees who do not want it known that they shared concerns (which in itself raises concern, the concern that employees are afraid to speak up), that some Board Members welcome comments/feedback from employees (even if they need to keep the concerns anonymous), acknowledgement that the Board cannot resolve issues it doesn't know about, a query regarding 'student behavior' not listed as an option for leaving, the value of the information presented this evening, top items (behaviors, teacher support, mental health struggles, and lack of support and accountability on the part of administrators), concern regarding survey answers advising of 'abuse' and an 'unsafe and unhealthy environment', the suggestion that more discussion be held with administrators (in executive session), a query regarding how to help improve mental health, a query regarding why the athletic department is trying to raise money for jerseys, concern that the budget season turned many away from 'cooperative learning', the need to dissect the information provided in the survey, a query to Mrs. Marold regarding her plans for resolving some of the issues identified by departing employees (including having a follow-up on how remediation efforts are working), the need to strengthen behavioral programs, recognition of a theme that employees don't think the Board is supportive, and a suggestion that an anonymous survey also include ways in which employees feel the Board can better support them. Mr. Boutin announced his phone number (1 802 272-2858) and encourages employees to call him or reach out to him on Facebook. Mr. Malone queried regarding some of the numbers on the All Staff page and it was acknowledged that some of the numbers are not in the correct columns. Mr. Moore believes that teachers do not believe they have the 'agency' to resolve issues and he believes the Board needs to help staff to have the agency to feel empowered to help the schools. Mr. Moore believes resolution should come from the ground up, as teachers are the ones dealing with issues on a daily basis. It was clarified that RC stands for Restorative Classroom. Ms. Parker likes the feedback around more 'fun' and 'feel good stuff' for staff, including food on staff development days. Mrs. Marold advised that the District will be represented at the Heritage Festival and will do community outreach during that event. Ms. Parker suggested that the District look into offering on-line therapy. Mr. Moore advised that the 'STEAM' lab at SHS can assist with making 'merch'.

Discussion moved to Agenda Item 8.11

8.9 Code of Ethics

Mrs. Spaulding advised that she wanted to discuss this item, as she has concerns that if not everyone on the Board has signed the Code of Ethics that not all Board Members are operating on the same level playing field. Mrs. Spaulding queried regarding the possibility of a Board Member crossing off what they are uncomfortable with, and signing the documents with that revision. Lengthy discussion ensued, including, but not limited to; policies that are in force (including the Conflict of Interest Policy), the lack of any directive that Board Members have to sign the Code of Ethics, the belief that a Code of Ethics is useless unless there are consequences for those who violate the COE, acknowledgement that signing the COE does not assure that an individual will follow what is outlined in the COE, accountability to voters and statutes, concern over why individuals might not want to sign the COE, a suggestion that discussion be held regarding elements of the COE that Board Members don't agree with, concern that unethical behavior occurred in the past (when COE's were signed) and there were no consequences, a suggestion that the District reach out to VSBA regarding the history of

this document, (VSBA has said that this document is not required), a suggestion that the Board discuss whether to keep using a COE or not, a suggestion to research if items listed in the COE are also included in various policies.

8.10 Discuss Combining of Middle School Athletics

Mr. Cecchinelli advised that because there are no administrators present, he wants to limit discussion to ideas. Board Members were polled; discussion included; a belief that the District should pursue combining middle school athletics (as part of the 'bigger' plan of consolidating schools), support for combining athletics when there are not enough players to make a team, a belief that no student should lose out on participating in a chosen activity, a query regarding the number of students, if any student has ever been denied playing a sport, and are there students from other schools who participate on BUUSD sports teams, a suggestion that the District get rid of Articles 3 and 4, possible issues relating to transportation (equitable access for all students), concern that if teams are combined there will be too many players and not everyone will be able to participate, current issues with there being no transportation for middle school sports, the time crunch (in order to institute something prior to fall sports), issues relating to middle school dismissal times that are one hour apart, field ownership and usage, the belief that combining of athletics and Articles of Agreement are two separate issues, and a suggestion that the combination of athletics start with sports for which one or both of the schools cannot field a full team. Mr. Cecchinelli will ask the Superintendent to bring this initiative to the athletic directors.

8.11 Healthy Supervisory Union Program

A document titled Healthy SU Program 2023-24 Application Renewal (A VEHI PATH / BCBSVT Partnership) was distributed. Mrs. Marold provided a brief overview of the program and answered questions from the Board, including information on financing for the Program.

On a motion by Mrs. Spaulding, seconded by Ms. Parker, the Board unanimously voted to authorize the Board Chair to sign the Healthy SU Program 2023-24 Application Renewal Agreement.

The Board recessed from 8:34 p.m. and resumed the meeting at 8:40 p.m. The Board moved to Agenda Item 8.9.

9. Old Business

9.1 CIA Plan Update

A copy of the 5-year Curriculum, Instruction, and Assessment Plan (updated 06/11/23) was distributed.

A document titled 'Spring 2023: District Benchmark Distribution of Same Set of Students Over Multiple Years' was distributed.

A document titled '22 – 23 BUUSD Professional Development Feedback Summary' was distributed.

A document titled '22 – 23 BUUSD Climate Survey Summary' was distributed.

A copy of the PBIS School Climate Survey was distributed.

Ms. Fredericks addressed the Board and provided an overview of updates to the CIA Plan and other distributed documents and answered questions from the Board, including, but not limited to: previously embargoed test scores, VTCAP scores have not been reviewed yet, proficiency rates for 4th and 8th grades (which increased, while other grades lost ground), a request (from staff) for clarified test expectations, a query regarding the ability to track progress (over multiple years) the same set of students (rather than a cohort of 'grades'), a query regarding the ability to track the success of new programs, current proficiency based instruction, a query regarding how to determine if recent graduates received the education they need to be successful in the future (there are graduation requirements that need to be met), acknowledgment that SHS students are getting into great colleges, a query regarding expectations for when improvement goals will be met, and a request to break down data between BCEMS and BTMES.

9.2 Enrollment/Home Study Update

A copy of the District Enrollment/Staffing Report (dated June 2023) was distributed.

A copy of the Home Study Report (AOE provided data) was distributed.

No discussion.

9.3 Second and Final Reading Alcohol and Drug Free Workplace Policy (B3)

A copy of the policy was distributed.

On a motion by Mrs. Spaulding, seconded by Mr. Boutin, the Board unanimously voted to approve the Second and Final Reading of the Alcohol and Drug Free Workplace Policy (B3), and agreed to adopt said policy.

9.4 Second and Final Reading Tobacco Prohibition Policy (B7)

A copy of the policy was distributed.

On a motion by Mrs. Spaulding, seconded by Mr. Malone, the Board unanimously voted to approve the Second and Final Reading of the Tobacco Prohibition Policy (B7), and agreed to adopt said policy.

9.5 Second and Final Reading Teaching About Sensitive Issues Policy (D40)

A copy of the policy was distributed.

Ms. Parker advised regarding one minor change that was made.

On a motion by Mrs. Spaulding, seconded by Mr. Boutin, the Board unanimously voted to approve the Second and Final Reading of the Teaching About Sensitive Issues Policy (D40), and agreed to adopt said policy.

9.6 Superintendent Evaluation Service Agreement

A document titled 'Superintendent Evaluation Service Agreement' was distributed.

Mr. Cecchinelli answered questions from the Board, and it was agreed to make an amendment to the Conditions section. Discussion was held regarding the date listed in the Duration section, as it appears to be incorrect. It was agreed that the date should end in 2024. Concern was raised regarding the completion date, as it is normally completed prior to the change to the Board make-up (March). Board Members who were not on the Board during the evaluation period, normally do not participate in the review process, as they were not involved with the Board during the period being evaluated. It was confirmed that BUUSD counsel has not reviewed the Agreement. Discussion was held regarding what the conclusion date should be, and what timeframe limitations VSBA may have. Brief discussion was held regarding utilizing input from staff and if a survey should be conducted. Mrs. Leclerc found some of the exit survey comments concerning and believes staff input is important. Brief discussion was held regarding the meaning of the 'suspension' clause. The Board agreed that a 360 clause should be added (to include staff input), and that the end date should be in January 2024.

10. Committee Reports

10.1 Finance Committee

Minutes from the June 19, 2023 meeting were distributed.

The next meeting is Monday, August 21, 2023 at 6:00 p.m. at the BUUSD Central Office and via video conference.

Due to a conflict, the start time may be changed.

10.2 Facilities & Transportation Committee

Minutes from the June 5, 2023 meeting were distributed.

The next meeting is Monday, July 31, 2023 at 6:00 p.m. at the BUUSD Central Office and via video conference.

10.3 Policy Committee

Minutes from the June 21, 2023 meeting were distributed.

The next meeting is Wednesday, August 16, 2023 at 6:00 p.m. at the BUUSD Central Office and via video conference.

10.4 Curriculum Committee

Minutes from the June 7, 2023 meeting were distributed.

The next meeting is Wednesday, September 6, 2023 at 6:00 p.m. in the Spaulding High School Library and via video conference.

10.5 Negotiations Committee

Minutes from the June 7, 2023 meeting were distributed.

The next meeting date is to be determined

10.6 CVCCSD Board

Minutes from the June 12, 2023 meeting were distributed.

The next meeting is August 14, 2023.

11. Other Business/Round Table

Mrs. Leclerc requested clarification regarding the purchase of a walk-in freezer, and queried as to the reasons for utilizing funds from the construction line item rather than the food service surplus account.

Mr. Boutin apologized for some of his commentary during discussion held under Agenda Item 8.10.

Ms. Parker advised regarding the web site that contains information regarding the locations for the free summer meals program (breakfast and lunch).

Mr. Moore gave a 'shout out' to SHS students attending the Governor's Institute.

Mr. Malone advised regarding the importance of 5-Year Plans, as well as his belief that the SHS SRO position should be reinstated.

12. Future Agenda Items

July 26, 2023 meeting:

- Behavior Committee/Task Force Charge
- Second Readings and Adoption of Policies F3 and F4
- Rescind Policy F25
- Follow-up on Combining Middle School Athletic Programs (07/26/23 or first meeting in August)
- Q&A with Pietro Lynn (Parking Lot Item A) – provide questions in advance
- Warrant Signature Page (to be discussed by Finance Committee prior to Board meeting)
- Procedures for Policies (may need to be added to an August Agenda)
- Discuss Reinstatement of SHS SRO Position – on 07/26/23 Agenda or add to Parking Lot (PM – June 2023)
- Action Memos (Parking Lot Item E)
- Curriculum Committee Charge (Parking Lot Item G)

Parking Lot:

- Combine B and H (Discuss Removing Articles 3 & 4 and Restructuring Plan) Added by MB and TR 05/2023 & 11/2022
- It was noted that J and K remain in the Parking Lot, as they are ongoing, quarterly reports.
- Item C – Board Stipends will be discussed by Finance Committee prior to Board discussion.
- Item F – Explanation from AOE on the Cost Per-Pupil Formula (discuss at Finance Committee prior to Board discussion)
- Add Board Member Participation in Exit Interviews – Added by Mr. Boutin 06/2023

Discussion was held regarding distribution of large addendums, which are not distributed in time to allow Board Member sufficient time to review (prior to meetings).

The Board agreed to the following Agenda/Addendum distribution: Agendas: Wednesdays (7 days prior to Board meeting), Addendums: Fridays (5 days prior to Board meeting). Addendums should include only urgent items that can't wait until the next Regular Board meeting.

13. Next Meeting Dates

The July 12, 2023 meeting is cancelled.

Wednesday, July 26, 2023 at 6:00 p.m. at **the BUUSD Central Office** and via video conference.

14. Executive Session as Needed

14.1 Superintendent Evaluation Completion

14.2 Negotiations Update

Items proposed for discussion in Executive Session include the Superintendent Evaluation Completion and a Negotiations Update.

On a motion by Mr. Boutin, seconded by Mrs. Spaulding, the Board unanimously agreed to find that premature general public knowledge of the item proposed for discussion, specifically the Negotiations Update, would clearly place the Barre Unified Union School District at a substantial disadvantage should the discussion be public.

On a motion by Ms. Parker, seconded by Mr. Boutin, the Board unanimously voted to enter into Executive Session, at 10:29 p.m. under the provisions of 1 VSA section 313 to discuss the items proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mrs. Spaulding, seconded by Mr. Boutin, the Board unanimously voted to exit Executive Session at 11:15 p.m.

15. Adjournment

On a motion by Ms. Parker, seconded by Mr. Boutin, the Board unanimously voted to adjourn at 11:16 p.m.

Respectfully submitted,
Andrea Poulin