

Christine Duncan Heritage Academy
Governing Council Meeting Agenda
 May 17, 2023 at 5:00 p.m.

Call to Order: Time ____ p.m. /Roll Call:

Dr. Barbara M. Medina

Governing Council Members:

Name	Title	Present	Absent
Dr. Barbara M. Medina	President		
Dr. Edward Monaghan	Vice President		
Mr. Ben Maes	Treasurer		
Ms. Roxana De La Torre	Secretary		
Ms. Vilma Alejandra Ruiz	Member		
Ms. Silvia Fraire Nino	Member		

Quorum: ___ Yes ___ No

Others Present:

Dr. Jesús Moncada, Principal; Ms. Jolene Jaramillo, Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison

Approval or Disapproval of Agenda of May 17, 2023

Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

Approval or Disapproval of Meeting Minutes of April 19, 2023

Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

Approval or Disapproval of Special Session Meeting Notes of April 26, 2023

Dr. Barbara M. Medina

Name	Title	Approve

Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

Public Comments (3 minutes maximum for comment) Dr. Barbara M. Medina
Reports:

President’s Report (3 minutes)
 Finance Committee Report (3 minutes)
 Teacher’s Report (3 minutes)
 Principal’s Report (10 minutes)

Dr. Barbara M. Medina
 Ms. Silvia Fraire-Nino
 Ms. April Kron, Teacher Rep.
 Dr. Jesús Moncada

Discussion/Action Items:

A. Budget Update & BARS, vouchers, financials, and bank reconciliation (Motion, 2nd, Approve, Disapprove) -Ms. Sarah Estrada

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

B. School Calendar Revision for SY23-24 to include 8:05-4:00 school day (Motion, 2nd, Approve, Disapprove) -Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

C. Transportation Issue for SY23-24 (Discussion) -Dr. Barbara M. Medina

D. Plans for Administrative Restructure and Organizational Chart (Motion, 2nd, Approve, Disapprove) -Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

E. Nepotism (Discussion)

-Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

F. School Fundraising (Discussion)

-Dr. Barbara M. Medina

G. Principal's End of Year PDP (Discussion)

-Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

H. Recommendations of Agenda Items for June and questions/concerns/suggestions for Dr. Moncada from Governing Council (Discussion)

-Dr. Barbara M. Medina

Adjournment

-Dr. Barbara M. Medina

Meeting Adjournment: Time ____ p.m.

Next meeting date: June 14, 2023 at 5:00 PM

Christine Duncan Heritage Academy
Governing Council Meeting Minutes
 April 19, 2023 at 5:00 p.m.

Call to Order: Time 5:09 p.m. /Roll Call:

Dr. Barbara M. Medina

Governing Council Members:

Name	Title	Present	Absent
Dr. Barbara M. Medina	President	X	
Dr. Edward Monaghan	Vice President	X	
Mr. Ben Maes	Treasurer	X	
Ms. Roxana De La Torre	Secretary	X	
Ms. Vilma Alejandra Ruiz	Member	X 6:39 pm	
Ms. Silvia Fraire Nino	Member	X	

Quorum: X Yes No

Others Present:

Dr. Jesús Moncada, Principal; Ms. Sarah Estrada, Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison, Julie Weeks, Rachel Gamboa, Jeanett, Jimenez

Approval or Disapproval of Agenda of April 19, 2023

Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	1st
Ms. Silvia Fraire Nino	Treasurer	X
Ms. Roxana De La Torre	Secretary	2nd
Ms. Vilma Alejandra Ruiz	Member	-----
Mr. Ben Maes	Member	X

Agenda was approved.

Approval or Disapproval of Meeting Minutes of March 15, 2023

Dr. Barbara M. Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	1st
Ms. Silvia Fraire Nino	Treasurer	2 nd
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	----
Mr. Ben Maes	Member	X

Meeting minutes were approved.

Public Comments (3 minutes maximum for comment)

Dr. Barbara M. Medina

Reports:

Jeanett Jimenez – Concerned about the high turnover rate in the past. Establish a human resource person and policy to assist with the high turnover rate and oversee employee conflict and not a duke it out strategy. This will also ensure nepotism will not occur. There needs to be an equitable hiring process. Ben agreed with the hiring an HR person. Would like to thank the board for taking into consideration this short comment.

Dr. Moncada liked the idea of hiring an HR person/CDHA has had a fulltime business manager and assistant previously.

Dr. Medina would like us to look at the budget for this proposal and bring it as an action item for the May meeting. She would like to get to know the staff and know the nepotism policy. She asked Dan Hill about the nepotism policies (governing council and head administrator) – Board can waive nepotism for the head administrator; develop a policy to waive this nepotism by head administrator; Dan Hill can provide a link to the nepotism statutes (which was provide in the chat). Dr. Medina would like an alphabetical list of all staff members. What has the turnover rate been in the past few years. Ms. Jimenez cannot have any repercussions for bringing this issue up (whistle-blower retribution).

Dr. Monaghan asked how difficult will it be to discern what the turnover rate has been in the past few years.

President’s Report (3 minutes)

Dr. Barbara M. Medina

Has had time to spend at CDHA over the last few days. Dr. Medina would like to address the teachers at the next PD day (April 28); so they know the roles of the governing council. IT is a very busy place with all the technology needs for teachers. She would like us to upgrade our fiber optics to accommodate both schools (CDHA and ADT). Dr. Medina followed up on the LPA and would like to get more clarification on how it is going with the state. Dan Hill was going to get more information from the state and let us know. Several of the GC members would like to join PD on the 28th as soon as we decide what time they will be on the agenda.

Finance Committee Report (3 minutes)

Mr. Ben Maes/Sylvia

The finance committee met.

3 checks have not cleared since last year (APS). Sarah is going to look into them. We will void and reissue these checks.

Equity Council Report (3 minutes)

Jeanett Jimenez, Equity Council Rep

April 4; reviewed data; we noticed growth in most grade levels. Math continues to be a struggle. Some grade levels seem to have more struggles than others (5, 6, and 7 grades). Some students have had negative regression (not all students).

Dr. Monaghan would like to know if we have done a deep dive into data. Ms. Jimenez indicated that we have discussed the data, but our next step would be doing a deeper dive into it. PLCs and grade levels have done some data analysis, but need to analyze deeper.

Dr. Medina emphasized that in her experience that the content in the grades mentioned above becomes significantly more challenging than in fourth grade. It is about attacking academic language, comprehension, and working on building oral language to synthesize and organize their thinking after they read the content. It is not uncommon in dual immersion programs to see some slide both during the summer and moving to 5, 6, and 7th grades. We should focus our work on vocabulary because we do have a high population of ELLs. Dr. Medina looks forward to looking at the data.

Principal's Report (10 minutes)

Dr. Jesús Moncada

- We have been working on the school calendar. The link to the APS calendar was provided. We are trying to match the APS school calendar as much as possible.
- We had another session with TNTP where we talked about the work we did on February 16 on March 31.
- Dr. Moncada has been working with Albuquerque Talent to coordinate a GearUp event for college sign-up day to be held May 11 at 11:00 in the gym of CDHA (GC is invited). Seniors from ATDA are recognized and they let us know where they are going after high school and the eighth graders get a college shirt and let us know where they plan on going to high school. Last year was a very successful event.
- We met with APS on Domain 3 on April 6 and the Site Visit on April 18. On May 18th, we will meet with APS to go over the spring site visit report and review.
- Dr. Moncada applied for the Fresh Fruit and Vegetables Program for next year.
- The lottery was held and letters were sent home to families.
- We advertised for our school at the Coronado Mall, and we are getting ready to launch a clip for our school by EnVision.
- D2: Talent Development continue to work with the Math training with PED (Early Numeracy K-5). Kindergarten and PK have been sent to GLAD trainings. We have identified a SW, AP, and turnaround coach for next year. They will come on board in July.
- We received a grant from Albuquerque Partnerships for Community Action. They had given opportunities to send two staff members to trainings (Melissa and Norma) and recently offered two more English training opportunities (4 people total have been trained to support parent trainings next year).
- We had the NMABE conference. All the educator fellow and some parents and students attended the conference.
- Moved PD from May 26 to April 28.
- We are working on the state assessments. We have finished Science, ACCESS, and Avant. We are now doing Math and Reading in grades 3-8 now.
- We received a grant for virtual tutoring. A program called Saga will be implement next school year for sixth grade only.
- The third graders participated in a water project that went very well. For culture shift: We continue to work on the construction project.
- The fire alarm plans are holding us up from finishing the project.
- We will be having PK and Kindergarten orientation for our new families on May 12.
- We have three volleyball teams this year. We maybe playing against ourselves for the finals. Soccer is doing very well.
- Preparing for our Bilingual Seal on May 5 for our 8th graders.
- Ben asked about the upcoming Mariachi dinner scheduled for April 21 from 5-8 pm. Dr. Moncada invited the GC to the event/fundraiser. The funds will be used for the DC/NY Trip. The Mariachi Dinner is open to the public. Mariachi Albuquerque will be performing.

Dr. Medina asked about the Bilingual seal time which will be at 6:00 on May 5.

Please see the Principal report for more information.

Discussion/Action Items:

A. Budget Update & BARS, vouchers, financials, and bank reconciliation (Motion, 2nd, Approve, Disapprove) -Ms. Sarah Estrada

Financial

Six bars need to be approved:

- 2223-0042-IB 28208 ECECD
- 2223-0043-I 11000 Operational
- 2223-0045-I 21000 Food Service
- 2223-0047-IB 24183 USDA Equipment Act
- 2223-0048-I 25171 Child and Adult Food Program
- 2223-0052-I 31600 Capital Improvements HB33
- 2223-0055-I 23000 Non Instructional Support

Name	Title	Approve
Dr. Barbara M. Medina	President	1st
Dr. Edward Monaghan	Vice President	2nd
Ms. Silvia Fraire Nino	Treasurer	X
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	----
Mr. Ben Maes	Member	X

All BARS were approved.

Payroll and Accounts Payable – March 2023 Approved

Financial Statements Reports as of March 31(Financial Analysis and Bank Reconciliation)

Approved

Name	Title	Approve
Dr. Barbara M. Medina	President	1st
Dr. Edward Monaghan	Vice President	2nd
Ms. Silvia Fraire Nino	Treasurer	X
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	----
Mr. Ben Maes	Member	X

Other permanent transfer from 31701 to 31700 (\$20,750) – approved by GC

Reviewed the graphs, statements, bank reconciliation, and financial summary.

Dr. Medina - What is our policy for writing off our debt? (Sarah will look into this question)

Dr. Medina- Still not happy about the small reimbursements. Where are looking at a bank for the

P-Card - We are still working on that (put on hold while working on budget); we found a bank

for P-Cards but it will be a lengthy process to get them setup. Will continue to work toward

getting P-Cards activated.

Ben – We budget 278,000 and the estimated was about 370,000. Why the big difference (Sarah was not sure, but moving forward she will have a better understanding/work on these discrepancies)

Dr. Medina – Likes having the reports early to review.

Dr. Medina – Are the funds for the Austin Trip coming from this budget or next year’s budget? (This year since it is in June 2023-Fiscal Year)

Dr. Medina - The funds from the fundraisers for the student trip are being kept in an Activity Fund

Dr. Medina – Are we up to date on the rent for the building (yes)

Dr. Medina – What is the best way to approve budget by BAR or report (not sure – good question)

Dr. Medina- Do we have sufficient budget for IT and HR? (We are looking into this- at this point, it looks like it is more sufficient to keep IT the way it is so we don’t have to pay benefits)

Ben – Do we know what our SEG from the state for next year (will review in powerpoint)

Dr. Medina – how are benefits calculated (Benefits are calculated at 30%)

Presented a Powerpoint detailing the state budget mandates, guidance, and highlights for 23-24 school year.

Special Budget Session at 5:00 pm on 4/26/2023

Dr. Monaghan – Requesting all document 72 hours ahead of the meeting so the GC has time to thoroughly review it.

Please see the Financial Reports/Documents in Google Drive

B. Revision to School Calendar (Motion, 2nd, Approve, Disapprove)-Dr. Barbara M. Medina
The calendar committee has been working on the new calendar following the new state mandates. Get board approval on the new calendar. Dr. Moncada reviewed the changes and new mandates. We are following APS Calendar as closely as possible with a few minor differences. This is to accommodate our staff and families better.

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	1 st
Ms. Silvia Fraire Nino	Treasurer	2 nd
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	----
Mr. Ben Maes	Member	X

School calendar was approved pending PED approval.

C. APS Special Education CAP for SLP Update (Discussion) -Dr. Jesús Moncada
Mrs. Weeks will meet with APS for the Spring Site Visit on 4/20/23. APS will provide more guidance on the SLP CAP at this time. APS states we owe more SLP compensatory services for the time frame we were without an SLP. Although we feel the time was met, we will work with APS to develop a plan to meet their requirements. Some discrepancies were indicated on the CAP Letter and pointed out to APS; letter still has not been modified to rectify these

discrepancies. Dr. Monaghan would like Mrs. Weeks to draft a letter to outline these discrepancies. He will review it and send it to APS. After the site visit, Mrs. Weeks will have more information regarding the CAP. Mrs. Weeks is looking at this as a growing opportunity to improve the processes at CDHA.

D. Bilingual Application (Motion, 2nd, Approve, Disapprove) -Dr. Barbara M. Medina
 Took the Governing Council to the Bilingual Application Website. The application is much easier this year than in the past. In past, it has been pages and pages. This is an action item. No questions about the Bilingual Application.

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	X
Ms. Silvia Fraire Nino	Treasurer	1st
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	2nd
Mr. Ben Maes	Member	X

Bilingual Application was approved.

E. Nepotism Waiver for Employee (Motion, 2nd, Approve, Disapprove) -Dr. Barbara M. Medina

Dr. Moncada presenting a nepotism waiver for Mayra Moncada (his wife)
 Dr. Moncada can not do the observations and evaluations for Mrs. Moncada.
 CLASS data is performed through APS. Dr. Moncada and Mrs. Weeks attended the training and information session on CLASS. Data is based-on two observations. The CLASS is done by an APS representative.

Mrs. Weeks has been doing Mrs. Moncada’s classroom walkthroughs, leave requests, and formal evaluations and observations, and any other needed documentation so Dr. Moncada is not directly involved. Mrs. Weeks has been attending the PD for Pre-K.

Alex said her son is in Mrs. Moncada and feels she is an amazing teacher. Her other son will be in her class next year.

There is a shortage of qualified early childhood teachers.

Dr. Moncada cannot engage in activities related to Mrs. Moncada at the school.

Name	Title	Approve
Dr. Barbara M. Medina	President	Abstain
Dr. Edward Monaghan	Vice President	Abstain
Ms. Silvia Fraire Nino	Treasurer	2 nd
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	1st

Mr. Ben Maes	Member	X
--------------	--------	---

The waiver is granted 4 to 2. Waiver was approved for Mrs. Moncada

F. Student Issue (Closed Session) -Dr. Barbara M. Medina
 Governing Council went into closed session to discuss student issue. Governing Council returned to executive session.

G. Recommendations of Agenda Items for May and questions/concerns/suggestions for Dr. Moncada from Governing Council (Discussion) -Dr. Barbara M. Medina
 What is the structure for turnaround support -Dr. Monaghan
 What is our HR and business manager support visions for next year – Dr. Monaghan
 Nepotism – Dr. Medina

Adjournment -Dr. Barbara M. Medina

Meeting Adjournment: Time 7:17 p.m.

Next meeting date: May 17, 2023 at 5:00 PM

Christine Duncan Heritage Academy
 Governing Council Special Session Meeting Agenda
 April 26, 2023 at 5:00 p.m.

Call to Order: Time 5:12 p.m. /Roll Call:

Dr. Barbara Medina

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Dr. Barbara Medina	President	X			
Dr. Edward Monaghan	Vice President	X			
Ms. Silvia Fraire-Nino	Treasurer		-----		
Ms. Roxana De La Torre	Secretary	X			
Ms. Vilma Alejandra Ruiz	Member	X			
Mr. Ben Maes	Member		-----		

Quorum: ___ Yes ___ No

Others Present:

Dr. Jesús Moncada, Principal; Ms. Sarah Estrada, Finance; Mr. Dan Hill, Attorney (via text);
 Melissa Maestas, Parent Liaison; Julie Weeks; Special Education Director

Approval/Disapproval of Agenda of April 26, 2023

Dr. Barbara Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	X
Ms. Silvia Fraire Nino	Treasurer	----
Ms. Roxana De La Torre	Secretary	1st
Ms. Vilma Alejandra Ruiz	Member	2nd
Mr. Ben Maes	Member	-----

Public Comments (3 minutes maximum for comment)

Dr. Barbara Medina

Reports:

Public Comment: No Public

Dr. Barbara Medina

Discussion/Action Items:

A. Approval of BARS

- 6 BARS need to be approved tonight
- 2223-0057-T 11000 - Operational \$
- 2223-0058-I 21000 - Food Services
- 2223-0059-I 25171 - Child & Adult Food Program
- 2223-0060-D 25153 - Title XIX Medicaid
- 2223-0062-I 25153 - Title XIX Medicaid
- 2223-0063-IB 29107 – City County Grants (CSI)

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	Abstained
Ms. Silvia Fraire Nino	Treasurer	---
Ms. Roxana De La Torre	Secretary	2nd
Ms. Vilma Alejandra Ruiz	Member	1st
Mr. Ben Maes	Member	-----

All Bars were approved

Permanent Budget Transfer of Bar

Name	Title	Approve
Dr. Barbara M. Medina	President	X
Dr. Edward Monaghan	Vice President	X
Ms. Silvia Fraire Nino	Treasurer	---
Ms. Roxana De La Torre	Secretary	2nd
Ms. Vilma Alejandra Ruiz	Member	1st
Mr. Ben Maes	Member	-----

The Permanent Bar transfer was approved.
Please see the financial reports.

B. Discussion/Approval of School Budget for 2023-2024
Medina

Dr. Barbara

Sarah Estrada went through the budget presentation. She shared mandates, pay increases, expenditures, and other budget highlights for the 23-24 school year. Please see the attached presentation in Google Drive.

Name	Title	Approve
Dr. Barbara M. Medina	President	1st
Dr. Edward Monaghan	Vice President	2nd
Ms. Silvia Fraire Nino	Treasurer	----
Ms. Roxana De La Torre	Secretary	X
Ms. Vilma Alejandra Ruiz	Member	X
Mr. Ben Maes	Member	-----

Conditionally approve the budget pending final approval by the PED with possible budget changes

Adjournment

Dr. Barbara Medina

Meeting Adjournment: Time 6:20 p.m.

Next Meeting Date: May 17, 2023 at 5:00

Christine Duncan Heritage Academy
 Governing Council Special Session Meeting NOTES
 April 26, 2023 at 5:00 p.m.

Call to Order: Time ___ p.m. /Roll Call:

Dr. Barbara Medina

Governing Council Members:

Name	Title	Present	Absent	Arrived Late	Depart Early
Dr. Barbara Medina	President	X			
Dr. Edward Monaghan	Vice President	X			
Ms. Silvia Fraire-Nino	Treasurer	X			
Ms. Roxana De La Torre	Secretary	X			
Ms. Vilma Alejandra Ruiz	Member	X			
Mr. Ben Maes	Member	OUT			

Quorum: X Yes ___ No

Others Present:

Dr. Jesús Moncada, Principal; Ms. Sarah Estrada, Finance; Mr. Dan Hill, Attorney; Melissa Maestas, Parent Liaison;

Approval/Disapproval of Agenda of April 26, 2023

Dr. Barbara Medina

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

Public Comments (3 minutes maximum for comment)

Dr. Barbara Medina

Reports:

Public Comment

Dr. Barbara Medina

None

Discussion/Action Items:

A. Approval of BARS

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	

Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

Approved

B. Discussion/Approval of School Budget for 2023-2024
Medina

Dr. Barbara

Name	Title	Approve
Dr. Barbara M. Medina	President	
Dr. Edward Monaghan	Vice President	
Ms. Silvia Fraire Nino	Treasurer	
Ms. Roxana De La Torre	Secretary	
Ms. Vilma Alejandra Ruiz	Member	
Mr. Ben Maes	Member	

Approved

Adjournment

Dr. Barbara Medina

Meeting Adjournment: Time ____ p.m.

Next Meeting Date: May 17, 2023 at 5:00