



BOARD PUBLIC MINUTES

Tuesday, November 20, 2018, 7:00 pm
Board Room
Administration Building
133 Greenbank Road
Ottawa, Ontario

Trustees Present Lynn Scott, Donna Blackburn, Theresa Kavanagh, Anita Olsen Harper, Chris Ellis, Keith Penny, Shawn Menard, Erica Braunovan, Shirley Seward, Sandra Schwartz, and Isaac Glassman (Student Trustee).

Staff Present Jennifer Adams (Director), Brett Reynolds (Associate Director), Mike Carson (Chief Financial Officer), Dorothy Baker (Superintendent), Mary Jane Farrish (Superintendent), Nadia Towaij (Superintendent), Janice McCoy (Superintendent), Peter Symmonds (Superintendent), Susan MacDonald (Superintendent), Shawn Lehman (Superintendent), Michèle Giroux (Executive Officer), Katrine Mallan (Manager), Diane Pernari-Hergert (Manager), Sharlene Hunter (Communications Coordinator), John MacKinnon (Audio Visual Specialist), and Amanda Rock (Committee Coordinator).

1. Call to Order -- Chair of the Board

Chair Seward called the public meeting to order at 7:11 p.m. She acknowledged that the meeting is taking place on unceded Algonquin Territory and thanked the Algonquin Nations for hosting the meeting on their land.

2. Approval of the Agenda

Moved by Trustee Menard

Seconded by Trustee Kavanagh

THAT the agenda be approved.

Carried

3. Presentation to Outgoing Board Members

Chair Seward advised that Trustee Kavanagh spent eight years on the Board. One of her proudest accomplishments was her work with parents to

transition Regina Street Public School to a successful elementary alternative school. Trustee Kavanagh, an advocate for physical activity, continued to seek opportunities to promote physical activity for all students. She has served as Chair of the Board's Budget and Audit Committees, and was elected to represent Bay Ward as a City of Ottawa Councillor. Trustee Kavanagh accepted a book from Superintendent Towaij that reflects the contribution that she made serving as a trustee.

Chair Seward advised that Anita Olsen Harper is Ojibwa from the Lac Seul First Nation whose expertise is in Aboriginal adult education and violence against aboriginal women. The Board has been grateful to have Anita's guidance and perspective when establishing and monitoring its strategic plan. Trustee Olsen Harper has represented the Board on the Advisory Committee on Equity, Special Education Advisory Committee, and the Indigenous Education Advisory Council. Trustee Olsen Harper accepted a book from Superintendent McDonald that reflects the contribution that she made serving as a trustee.

Chair Seward advised that Trustee Menard became a trustee in 2014. She noted that he brought his passion for working with communities and associations to assist the Board in scrutinizing its operating and capital budgets. He has served as Chair of the Budget Committee, and was a member of the Audit, Advocacy, Agenda Planning, and Environmental Steering Committees. Trustee Menard was elected to represent Capital Ward as a City of Ottawa Councillor. Trustee Menard accepted a book from CFO Carson that reflects the contribution that he made serving as a trustee.

Vice-Chair Scott advised that Chair Seward was first elected as the trustee for Zone 11, River Ward, in 2010, and established herself quickly. She noted that Chair Seward served as Chair of the Education Committee for two years, one year as Chair of the Audit Committee, followed by one year as Vice-Chair of the Board. Following her re-election in 2014, she became the Chair of the Board. In Chair Seward's role as the Chair she has worked to move the OCDSB forward through the implementation of the District's current four-year strategic plan. Chair Seward accepted a book from Director Adams that reflects the contributions that she made serving as a trustee.

4. Presentation to Director of Education

Chair Seward advised that Jennifer began her teaching career with the Lakehead District School Board, followed by promotions to curriculum coordinator, elementary principal and superintendent. In 2005, Jennifer joined the Ottawa-Carleton District School Board as a Superintendent of Instruction and Executive Superintendent. She was appointed to Director of Education 01 July 2011.

Director Adams is recognized for developing strategies to improve student achievement through research, instructional practice, and strong academic leadership. Director Adams' work on the French as a Second Language (FSL) Review, Diplôme d'Etudes en Langue Française (DELFI), and 50/50 Kindergarten

has been instrumental in improving the quality and access to FSL instruction across the District. Her leadership and vision for the development of the OCDSB Exit Outcomes will benefit generations of OCDSB graduates. Director Adams accepted a gift from Chair Seward as a token of the District's appreciation for her contributions to public education in Ontario.

5. Briefing from the Chair

Chair Seward advised that the provincial consultations on education are ongoing. An additional telephone town hall has been scheduled in Ottawa on 27 November 2018. Information on how to provide feedback is on the District's website. The Board's Ad Hoc Committee to Develop an Advocacy Strategy met on 06 November 2018 to discuss the Board's feedback. A draft response was provided in the agenda package of 20 November 2018.

Chair Seward announced that 20 November 2018 is Child Friendly Day in Ottawa, in observance of Canada's National Child Day, the United Nations International Child Day, and the adoption of the District's Convention on the Rights of the Child, on 20 November 1989. She noted that the theme of 2018 is, "Every child is sacred", which commemorates the Indigenous, African, and European child taught in Canada by Father Paul Le Jeune in 1632.

Chair Seward also announced that 20 November 2018 is also the Transgender Day of Remembrance, which memorializes those who have been murdered as a result of transphobia. She noted that the province of Ontario passed the *Trans Day of Remembrance Act* on 12 December 2017 to officially recognize this day.

6. Briefing from the Director

Director Adams advised that recent media reports have provided detailed information relating to sexual assault charges against three former teachers at Bell High School in the 1970s, 1980s and 1990s.

On behalf of the Ottawa-Carleton District School Board, Director Adams extended an apology to any current or former students who have experienced harm by an employee of the OCDSB. An open letter to the community has been posted on the District's website which includes information on professional boundaries, duty-to-report, and the Standards of Conduct to which employees are bound.

Director Adams advised that the District will launch a community-wide consultation for the 2018-2022 OCDSB Strategic Plan called "Building Better Futures Together at the OCDSB" on 21 November 2018. The District is seeking input on what it does well, where it can improve, and what students need to be successful both in learning and in life. This information will be used to help develop the strategic plan for the OCDSB over the next four years.

Director Adams advised that 19 - 23 November 2018 is Bullying Prevention Week. Students, staff, and parents are encouraged to learn more about the impact of bullying and prevention strategies.

7. Delegations

7.1 June Girvan re Child Day, November 20, 2018

June Girvan, a member of the J'Nikira Dinqinesh Education Centre, advised that 20 November 2018 is International Day of Child. Ms. Girvan advised that Madeline Tufts, the first female principal in the Carleton Board of Education, had passed away 30 May 2018 and bequeathed funds in her will to the OCDSB to fund five professional learning days to promote learning and equity. Ms. Girvan requested that the Board write words in the Record of Honour to highlight that "every child is sacred" and accept Ms. Tuft's gift to the Board of five professional development days.

7.2 Golam Sharif re Bus Transportation Eligibility

Golam Sharif is parent of two children in JK and Grade 1. He noted that only one of his children is eligible to take the school bus. His application for an empty seat on the school bus was denied. Mr. Sharif expressed concern about the distance required for a child to be eligible for bus transportation. He requested that his application for an empty seat on a school bus be reconsidered.

In response to a query from Trustee Menard, Mr. Sharif advised that he has not attended a public meeting of Ottawa Student Transportation Authority (OSTA).

7.3 Marc Leach re Teacher Bob Clarke

Marc Leach advised that he is a former Sir Robert Borden High School (SRB) student and a victim of OCDSB teacher Bob Clarke in the 1990s. Mr. Leach expressed concern over the discrepancy between the administrative review conducted by the OCDSB and the allegations of SRB students, parents, and teachers. Mr. Leach sought the removal of pictures of Mr. Clarke from the school and an assurance from the Board that abuse will not occur again.

8. Matters for Action

8.1 Confirmation of Board Minutes:

a. 30 October 2018, Board

Moved by Trustee Braunovan

Seconded by Trustee Ellis

THAT the Board minutes of 30 October 2018 be confirmed.

Carried

b. 6 November 2018, Special Board

Moved by Trustee Scott

Seconded by Trustee Ellis

THAT the report from the Special Board meeting, 06 November 2018, be received.

Carried

8.2 Business Arising from Board Minutes

There was no business arising from the 30 October 2018 Board and 06 November 2018 Special Board minutes.

8.3 Receipt of Committee of the Whole Minutes, 06 November 2018

Moved by Trustee Scott

Seconded by Trustee Schwartz

THAT the report from the Committee of the Whole, 06 November 2018, be received.

Carried

a. Approval of Policy P.032.SCO Safe Schools and rescinding policies P.036 Weapons, P.106.SCO Access to School/Board Premises; P.123.SCO Bullying Prevention and Intervention; and P.124.SCO Progressive Discipline and Promoting Positive Student Behaviour

This item was a non-consent item and when dealt with, later in the meeting, the following discussion ensued:

Moved by Trustee Braunovan, seconded by Trustee Scott,

A. THAT the changes to Policy P.032.SCO Safe Schools, as outlined in Appendix A to Report 18-115, as amended, be approved; and

B. THAT the following policies, be rescinded:

- P.036.SCO Weapons as attached in Appendix C to Report 18-115;

- P.106.SCO Access to Board Premises as attached in Appendix D to Report 18-115;
- P.123.SCO Bullying Prevention and Intervention as attached in Appendix E to Report 18-115; and
- P.124.SCO Progressive Discipline and Promoting Positive Student Behaviour as attached in Appendix F to Report 18-115.

In response to queries, the following information was provided:

- The consolidation of the safe schools policies are not time-sensitive; and
- The proposed changes are to approve a consolidation of policies and not a review of the policies.

Moved by Trustee Ellis, seconded by Trustee Menard,

THAT the motion be deferred to the January Board meeting.

Trustee Ellis stressed the importance of capturing all the policies that belong in the consolidation. He expressed concern with the way parents are engaged with the School Improvement Plan, which is referred to in one of the policies, and would prefer more time for staff to provide clarity on this issue. Staff advised that the nature of Trustee Ellis' concerns would be addressed during the planned comprehensive review following the consolidation of the policies.

Trustee Ellis withdrew his motion to defer.

Moved by Trustee Ellis, seconded by Trustee Blackburn,

To refer the motion to a 2019 Committee of the Whole meeting.

Staff advised that the intent is to consolidate five policies into one which will facilitate and simplify future consultation on the policy. A referral of the motion would delay consultation and implementation.

Trustee Blackburn argued that there were no compelling reasons to refer the motion as the consolidation of policies does not impact practice.

Trustee Ellis maintained that he is requesting staff take more time to ensure that all the related policies are captured in the consolidation and added that the Board does not know the timeline for the full review of the safe schools policies.

Moved by Trustee Ellis, seconded by Trustee Blackburn,

THAT the motion be referred to a 2019 Committee of the Whole meeting.

Defeated

A recorded vote was held and the motion was defeated on the following division:

FOR: Ellis, Menard, Olsen Harper, Penny, Braunovan (5)

AGAINST: Scott, Blackburn, Kavanagh, Schwartz, Seward (5)

ABSTENTION: Nil (0)

**Moved by Trustee Ellis, seconded by Trustee Braunovan,
THAT the Board adopt the rules of the Committee.**

Carried

Trustee Ellis advised that Policy P.123.SCO section 3.1 references the school-wide bullying prevention intervention plan as part of the school learning plan. He noted that this intervention plan is in the current policy but not reflected in the proposed consolidation. Associate Director Reynolds advised that the school learning plan is separate from the school-wide bullying prevention intervention plan. The reference to the school learning plan no longer reflects practice and is an example of the kinds of changes that will come forward during the comprehensive review of the consolidated policy.

Trustee Ellis noted that the proposed consolidation does not reference training for bus drivers. Director Adams clarified that bus drivers receive their direction and training from their employer, the Ottawa Student Transportation Authority (OSTA).

**Moved by Trustee Ellis, seconded by Trustee Menard,
THAT the Board end the rules of Committee.**

Carried

An amendment moved by Trustee Ellis, seconded by Trustee Menard,

THAT a Part C be added to the motion:

C. THAT staff bring a plan of the review and consultation of Policy P.032 SCO by 30 November 2019.

Trustee Scott noted that staff already intend to review the consolidated policy and take it for consultation in 2019. Staff clarified that a deadline for the review and consultation had not been established, but a work plan and timeline can be provided and the proposed date of 30 November 2019 is attainable. Trustee

Scott expressed concern over Trustee Ellis' proposed amendment with regard to a 'review'. Trustee Ellis stressed his concern that there are elements of the policies missing from the proposed consolidation.

A sub-amendment moved by Trustee Scott, seconded by Trustee Schwartz,

THAT staff bring forward a revised draft policy Policy P.032.SCO and a consultation plan no later than 30 November 2019.

Carried

A recorded vote was held and the amendment was carried unanimously by those present:

FOR: Trustees Blackburn, Braunovan, Ellis, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (10)

AGAINST: Nil (0)

ABSTENTION: Nil (0)

Trustee Ellis requested separate votes for each part of the motion.

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT the changes to Policy P.032.SCO Safe Schools, as outlined in Appendix A to Report 18-115, as amended, be approved. (Attached as Appendix A);

A recorded vote was held and the motion was carried on the following division:

FOR: Trustees Blackburn, Braunovan, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (9)

AGAINST: Ellis (1)

ABSTENTION: Nil (0)

Carried

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT the following policies, be rescinded:

P.036.SCO Weapons as attached in Appendix C to Report 18-115;

P.106.SCO Access to Board Premises as attached in Appendix D to Report 18-115;

P.123.SCO Bullying Prevention and Intervention as attached in Appendix E to Report 18-115; and

P.124.SCO Progressive Discipline and Promoting Positive Student Behaviour as attached in Appendix F to Report 18-115.

A recorded vote was held and the motion was carried on the following division:

FOR: Trustees Blackburn, Braunovan, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (9)

AGAINST: Ellis (1)

ABSTENTION: Nil (0)

Carried

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT staff bring forward a revised draft policy P.032.SCO and consultation plan no later than 30 November 2019.

A recorded vote was held and the motion was carried unanimously by those present:

FOR: Trustees Blackburn, Braunovan, Ellis, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (10)

AGAINST: Nil (0)

ABSTENTION: Nil (0)

Carried

8.4 Receipt of Report from Ad Hoc Committee to Develop an Advocacy Strategy, 6 November 2018

Moved by Trustee Braunovan

Seconded by Trustee Blackburn

THAT the report of the Ad Hoc Committee to Develop an Advocacy Strategy, dated 6 November 2018, be received.

Carried

- a. Draft Response to the Ministry Consultation on Education Reform

Trustee Braunovan indicated that the last sentence of the third question, on page 106, is incomplete.

8.5 Oral Report, Audit Committee, 19 November 2018

Trustee Schwartz advised that the Audit Committee met on 19 November 2018 and recommends as follows:

- a. Approval of Audit Committee Annual Report for 2017-2018

Moved by Trustee Penny

Seconded by Trustee Schwartz

THAT Report 18-081 be approved as the Audit Committee Annual Report to the Board for 2017-2018.

Carried

- b. Approval of OCDSB 2017-2018 Consolidated Financial Statements

Moved by Trustee Scott

Seconded by Trustee Schwartz

THAT the Draft 2017-2018 Consolidated Financial Statements attached as Appendix A to Report 18-101 be approved. (Attached as Appendix B)

A recorded vote was held and the motion was carried unanimously by those present:

FOR: Trustees Blackburn, Braunovan, Ellis, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (10)

AGAINST: Nil (0)

ABSTENTION: Nil (0)

Carried

8.6 Notice of Motion, Revisions to OCDSB By-Laws and Standing Rules and Policy P.012.GOV Board Governance, Trustee Braunovan

Notice of motion having been given in keeping with Section 13.1 of the Board's By-Laws and Standing Rules, Trustee Braunovan moved as follows:

WHEREAS improving the effective and strategic use of meeting time and committees to support the well-being of staff, trustees, and community partners is a key priority under Stewardship and Well-being in the Board's strategic plan;

WHEREAS the members of the Board continue to indicate their desire to elevate the work of the Board to a higher level of governance, focused on setting strategic direction, monitoring and providing oversight to the work of the District;

WHEREAS the Board will discuss proposed revisions to the OCDSB By-laws and Standing Rules at its meeting on 30 October 2018;

WHEREAS two weeks' notice in writing will be included as part of the agenda for the 6 November 2018 meeting of Committee of the Whole;

WHEREAS the Board will consider approval of the proposed revisions at its meeting on 20 November 2018;

THEREFORE BE IT RESOLVED,

1. THAT the proposed revisions to the OCDSB By-laws and Standing Rules as set out in Appendix A of Report 18-105, be approved (Attached as Appendix A);
2. THAT the proposed revisions to Board Policy P.012.GOV Board Governance as set out in Appendix B of Report 18-105, be approved (Attached as Appendix B);
3. THAT the Agenda Planning Committee be stood down; and
4. THAT the Board, at its annual organizational meeting, appoint or elect a member-at-large and an alternate for the purpose of consulting with the Chair on agenda planning matters.

An amendment moved by Trustee Ellis to add language to section 6.2a did not receive a seconder.

An amendment was moved by Trustee Ellis, seconded by Trustee Menard,

THAT the words "and as appropriate" be deleted from Policy P.012 GOV section 4.20c of the proposed revisions.

In response to a query, Executive Officer Giroux advised that "and as appropriate" was incorporated to align the policy with the *Education Act*.

She noted that the language was meant to be consistent with the authority for agenda planning vested to the Chair by the Act.

Trustee Blackburn commented that she feels she has potential for equal input into the agenda regardless of her having an official role on the Agenda Planning Committee (APC).

In response to a query from Trustee Menard, Executive Officer Giroux advised that, based on recent conversations with OCDSB legal counsel, the responsibility for agenda-setting should be vested with the Chair. The Board was non-compliant with provisions for open meetings. Executive Officer Giroux clarified that the agenda planning meetings will continue to have the same structure and practices.

Chair Seward expressed concern that the amendment can be interpreted by another Chair as having exclusive authority for agenda-setting. Executive Officer Giroux advised that the key factor is changing the agenda planning process from a committee of the Board to a meeting of the Chair. She proposed that the language in section 8.8 of the By-laws can be duplicated in the governance policy to reinforce the Board's commitment to this process.

Executive Officer Giroux advised that the agenda planning committee will be conducted as a business meeting going forward. The rationale for having the wording "and as appropriate" in the By-laws is because the Chair is not legally obligated to consult with trustees or staff with respect to agenda planning.

Trustee Scott expressed concern that adding language to policy to enforce collaboration will send the wrong message. She added that spontaneous collaboration already exists with regard to agenda planning. Trustee Ellis noted that the *Education Act* can have restrictive language. He debated that part of the Board's culture should come from the By-laws and governance policies. He added that policy should be clear on what the expectations are which will help to foster and maintain the culture of the Board.

An amendment moved by Ellis, seconded by Trustee Menard,

THAT the words "and as appropriate" be deleted from Policy P.012 GOV section 4.20c of the proposed changed to the Board By-laws.

A recorded vote was held and the amendment was defeated on the following division:

FOR: Trustees Ellis, Menard, Olsen Harper, and Seward (4)

AGAINST: Trustees Blackburn, Kavanagh, Penny, Schwartz, and Scott (5)

ABSTENTION: Braunovan (1)

Defeated

Trustee Ellis requested separate votes on each part of the motion.

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT the proposed revisions to the OCDSB By-laws and Standing Rules as set out in Appendix A of Report 18-105, be approved (Attached as Appendix C);

A recorded vote was held and the motion was carried on the following division:

FOR: Trustees Blackburn, Braunovan, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (9)

AGAINST: Ellis (1)

ABSTENTION: Nil (0)

Carried

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT the proposed revisions to Board Policy P.012.GOV Board Governance as set out in Appendix B of Report 18-105, be approved (Attached as Appendix D);

A recorded vote was held and the motion was carried on the following division:

FOR: Trustees Blackburn, Braunovan, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (9)

AGAINST: Ellis (1)

ABSTENTION: Nil (0)

Carried

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT the Agenda Planning Committee be stood down; and

A recorded vote was held and the motion was carried on the following division:

FOR: Trustees Blackburn, Braunovan, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (9)

AGAINST: Ellis (1)

ABSTENTION: Nil (0)

Carried

Moved by Trustee Braunovan

Seconded by Trustee Scott

THAT the Board, at its annual organizational meeting, appoint or elect a member-at-large and an alternate for the purpose of consulting with the Chair on agenda planning matters.

A recorded vote was held and the motion was carried unanimously by those present:

FOR: Trustees Blackburn, Braunovan, Ellis, Kavanagh, Menard, Olsen Harper, Penny, Scott, Schwartz, and Seward (10)

AGAINST: Nil (0)

ABSTENTION: Nil (0)

Carried

9. Matters for Discussion

9.1 Report 18-110, Progress Report on the 2015-2019 Strategic Plan

Your Committee had before it Report 18-110 providing an update on progress of the objectives outlined in the 2015-2019 strategic plan at the end of year three of the plan.

In presenting the report, Executive Officer Giroux highlighted the following key accomplishments for the Equity, Learning, and Well-being objectives:

- The achievement gap has narrowed for First Nations, Métis, and Inuit (FNMI) and special education students;
- The development and implementation of the Elementary & Secondary School Program Frameworks;

- The implementation of the 50/50 Bilingual Kindergarten program;
- The progression of a second International Baccalaureate (IB) school site;
- Implemented changes to the Secondary High Skills Major (SHSM) Program;
- Development and implementation of a mental health strategy with a designated District mental health lead; and
- Growing recognition that healthy physical activity contributes to healthy minds.

Strategic Analyst Joseph-Clost highlighted the following key accomplishments for the Stewardship and Engagement objectives:

- Progression in energy reduction with a total cost avoidance of \$6.2 million;
- An increase in school utilization rates; and
- A new OCDSB website that receives 100,000-150,000 visits per week.

Executive Officer Giroux highlighted that a major objective is the renewal of the Strategic Plan. She noted that the strategic planning process is underway and the ThoughtExchange will be launched on 21 November 2018. An email invitation will be sent to stakeholders to participate in the OCDSB ThoughtExchange. There is an option to participate in a text exchange to enable users, whose primary language is not English, to text a number and participate in the ThoughtExchange in their preferred language.

Trustee Menard expressed the opinion that the next Board of Trustees should develop more specific metrics on initiatives that relate to the Strategic Plan. Trustee Kavanagh expressed hope that the District will continue to recognize that physical activity is crucial to mental health.

In response to a query from Trustee Olsen Harper, Director Adams advised that many schools focus on well-being to increase students' sense of belonging. Executive Officer Giroux added that the two pieces of data outlined on page 207 come from the Student Climate Survey and the Parent Climate Survey that covered different periods of time. She noted that follow-up discussions will ensue from this data.

9.2 Report from OPSBA Representatives (if required)

There was no OPSBA update.

10. Matters for Information

There were no matters for information.

11. New Business -- Information and Inquiries

Trustee Braunovan referred to a letter written to Dr. Adams from the Elementary Teachers' Federation of Ontario (ETFO). She referenced revisions, that were supposed to be implemented in January 2018, which will not be going forward. She interpreted the letter as a request that the District not overturn any of the gains made by employee groups. She queried whether the District is aware of any updates. Director Adams agreed to provide a memo update on the letter.

Trustee Blackburn commended staff and students who organized the Rainbow Youth Forum.

12. Report from the Board (In Camera)

Trustee Scott reported that the Board met in-camera following the public session and recommends as follows:

Moved by Trustee Blackburn

Seconded by Trustee Seward

THAT staff be authorized to proceed as directed in Board, in camera, with respect to a supervisory officer selection process.

Carried

13. Adjournment

The public session of the meeting adjourned at 10:26 p.m.

Shirley Seward, Chair of the Board