



BOARD OF EDUCATION
Minutes of Regular Board Meeting
September 28, 2021

CALL TO ORDER/MEETING PLACE

Board President Angela Cutbill called the Board meeting to order at 4:50 p.m. at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

BOARD MEMBERS PRESENT

Angela Cutbill
Dallas Lawrence participating remotely from: 9876 Wilshire Boulevard Beverly Hills, California 90210
Linda Menges
Lesli Stein
Dr. Kate Vadehra, M.D.

BOARD MEMBERS ABSENT

None

BOARD OF EDUCATION DISCUSSION REGARDING CALENDARING ASSIGNMENTS AND GENERAL ANNOUNCEMENTS

ADJOURNMENT TO CLOSED SESSION

The Board Adjourned to Closed Session at 4:52 p.m.

ADJOURNMENT OF CLOSED SESSION

Closed Session Adjourned at 5:21 p.m.

CALL TO ORDER OPEN SESSION

President Cutbill reconvened the Board meeting at 5:36 p.m.

BOARD MEMBERS PRESENT

Angela Cutbill
Dallas Lawrence participating remotely from: 9876 Wilshire Boulevard Beverly Hills, California 90210
Linda Menges
Lesli Stein
Kate Vadehra, M.D.

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Dr. Daniel Stepenosky, Superintendent
Karen Kimmel, Assistant Superintendent of Business
Dr. Steve Scifres, Assistant Superintendent of Human Resources
Dr. Ryan Gleason, Assistant Superintendent of Administrative Services
Laura Kintz, Director of Elementary Education
Hallie Chambers, Director of Human Resources
Angie Falk, Director of Pupil Services
Jim Klein, Chief Technology Officer
Agoura High School Student Representative, Bella Bernt (observed the meeting in the audience)
Calabasas High School Student Representative, Willow Gaven (participated on the dais)

STAFF ABSENT

Dr. Clara Finneran, Assistant Superintendent of Education

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Calabasas High School Student Representative, Willow Gaven.

REPORT OUT OF CLOSED SESSION

President Cutbill reported that the Board of Education took no specific action in Closed Session.

APPROVAL OF AGENDA

On motion of Ms. Stein, seconded by Ms. Menges, the Board of Education approved the agenda of September, 28, 2021.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

APPROVAL OF MINUTES

On motion of Ms. Menges, seconded by Dr. Vadehra, the Board of Education approved the Regular Board Meeting Minutes of September 14, 2021.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

STAFF/BOARD COMMUNICATION

Calabasas High School Student Representative reported that both AHS and CHS are doing great. CHS will host Club Rush this Thursday and Friday. They are getting ready for their Blood Drive with 53 people signed up. Last Friday night, Agoura High School played Calabasas High School in football and Agoura High School won 25-6. The next day, Agoura High School had their Homecoming Dance. The dance had a James Bond theme, which the students loved. AHS had their Voter Registration Drive last week to help students that wanted to register to vote. CHS had their first spirit week with a successful outdoor pep rally and their first Comedy Sportz game. CHS announced their Homecoming theme which was Under the City Lights.

Ms. Stein shared that she helped out during lunch at Lindero Canyon Middle School. She served lunch which was easy and fun. Since the federal government has provided free lunches to all students, it makes working in the cafeteria so easy as there is no money exchange. The students just take their lunches. The students were so polite. It was a really wonderful experience. Ms. Stein attended the CHS Football game two weeks ago where the halftime show honored Kevin Cordasco and the Something Yellow Foundation. Kevin was an LVUSD student who lost his battle to cancer. September is childhood cancer awareness month. During the halftime show, both Kevin's father, Kevin Cordasco and Board President Ms. Cutbill gave very moving speeches. Ms. Stein also attended the AHS vs CHS football game last week to a sold out crowd.

Dr. Vadehra forewent her comments this week.

Ms. Menges shared that she helped with lunch at A.E. Wright. She agreed with Ms. Stein that it was a wonderful experience. The students were so friendly and polite.

Ms. Cutbill shared that it was a great game last Friday night between AHS and CHS. She stated that it was wonderful to be represented by the city with Mayor Pro Tem Deborah Klein Lopez, who is here tonight and is also an AHS parent, and David Shapiro. Earlier in the week, Dr. Stepenosky and staff hosted a breakfast for some varsity players from both teams. The staff made waffles. During the breakfast, the students spoke about leadership, integrity and friendly rivalry. It was a really nice event. She shared a picture of the players holding the infamous cup trophy.

Mr. Lawrence forewent comments due to his remote location.

The Board of Education and Cabinet honored the Classified and Certificated Employees of the Month; Liz Cangelosi, Facilities Coordinator, Agoura High School Performing Arts Education Center, and Rachel Golds, 3rd grade teacher, Bay Laurel Elementary School. Both Principals, Dr. Stephanie McClay and Dr. Jackii Duncan spoke about their wonderful and deserving employees.

Ms. Cutbill shared that on behalf of the Board of Education, she was honored to present both employees with this honor tonight. She thanked Ms. Cangelosi and Ms. Golds for all they do for the students in the District.

Dr. Gleason shared updates about the current grants, which are as follows: CTE Incentive Grant (CTE Teachers through 2022), TUPE Grant (Counseling Center counselors through 2023), Expanded Learning Opportunities Grant (Extended School Year, PD, Para Educators through 2024), ESSER II/III Grant (Class Size Reduction, Counseling, Art Specialists, Teacher Coaching, PPE, PD through 2024), AB 86 Funding (Summer School, PPE through 2023), and Local Solutions SPED Grant (Scholarships through 2024). There are several grants on the horizon such as: Learning Recovery Funds (SPED - Plan must be developed by December to help with learning gaps), Alternative Dispute Resolution (Support SPED costs), Educator Effectiveness Block Grant (Professional Development), A-G Completion Support Grant (Student Intervention), Golden State Teacher Grants and Teacher Residency Grants (EdX, Licensure), and 15+ more for Math, Cultural Proficiency, TK Expansion and more. Each grant has budgeting and management requirements. There will be a lot of available funds in the future. Dr. Gleason shared that he will work with the Finance and Pathways Committees on how to best spend these funds.

Mr. Klein shared that he was excited to have students back on campus to reassemble the student tech teams. He shared a slide of the Agoura High School student tech team. The Technology Department has spent some time with them over the past several weeks training and preparing them. This way they can help their fellow students with tech needs. Lindero Canyon Middle School has a very strong student tech team. They have prepared hands on videos such as how to fix your laptop, etc. They are building a website that will be shared district wide. The website will have student led training videos. Mr. Klein shared a video from this team that showed how to do a factory reset. These videos will be very helpful.

Ms. Falk shared that the District recently received money from the state for Target Learning Loss for Special Education students. The District will receive about \$800K in total. The Special Education department will send out a survey to parents asking for what areas they feel their child might be lacking in learning loss. The SPED department will also send out a staff survey. Then they will need to submit a plan to the state to provide how the District will spend the money.

Ms. Chambers shared that along with Dr. Scifres and Ms. Sweeney, she attended an in-person job fair that was hosted by the Conejo Valley Chamber of Commerce. During the job fair, they were able to touch base with several applicants. They already have follow-up interviews with many of those applicants. Ms. Chambers shared a picture of the Welcome Wheel that new employees get to spin which have some fun prizes.

Ms. Kintz shared that last week was the first VAPA collaborative meeting with the elementary and secondary teachers. The meeting was very positive and productive. They discussed classroom management strategies and VAPA standards. She shared a picture of students from Willow Elementary that were blending paint colors to match their skin color. The students were really enjoying this fun activity.

Ms. Kimmel thanked the members of the Cabinet and Board who helped serve food in the cafeterias during the first month of school. She shared her appreciation to Ms. Kristine Torres and her accounting staff. They have almost completed their field work for the independent audit. The District has a new audit firm. The new auditors have added a unique perspective to the audit with a different lens and different expectations for the team. There have been many new regulations for ASB reporting which has made gathering the data challenging. So far, the auditors have given positive feedback. She shared her appreciation for all the hard work the team has done to get to this point.

Dr. Scifres was pleased to report that the staff vaccination rate was at 98.2%. He shared how much he appreciated the LVUSD employees prioritizing their safety as well as the safety of our students, colleagues, and community members. He congratulated the entire LVUSD team.

Dr. Stepenosky shared the three agencies that determine our requirements: Los Angeles County of Public Health, California Department of Public Health and the Governor's Office of the State of California. We must follow their guidelines. He shared the contact information of our State Assembly members if parents have questions. As of September 19, the LVUSD vaccination rate was 88.7% for those that are eligible according to L.A. County public data collection. The Governor announced today that the student vaccination mandate is on the table. It sounds like at the end of October, Pfizer will be approved for 5-11 year olds. LVUSD has moved into modified quarantine. As of yesterday, we had 38 students in quarantine. The health clerks have been doing a phenomenal job navigating through this. We have added an additional day of testing for our families. Testing is on Tuesdays at AHS, Wednesdays at CHS, and Thursdays at the District Office. The LVUSD facilities needs include \$30M in HVAC replacements and repairs which was a top priority in the failed Bond Measure V. They are as follows: Lupin Hill at \$2.1M, Willow at \$3M, AHS at \$3.2M, Sumac at \$3.6M, and CHS at \$7M. Dr. Stepenosky pointed out that there are several teachers here tonight which will talk about the HVAC unit in the H Building at CHS. Dr. Stepenosky acknowledged that the HVAC units are in need of

costly repairs and replacements. Measure V missed by 103 votes. Since June, the District has spent \$100K in repairs on the H Building at CHS. The Board is considering another bond to help with this. If we get another bond measure, we will need the support of parents in the community. If Measure V had passed, the H Building at CHS would have a new \$7M air conditioning unit. Dr. Stepenosky acknowledged the failing HVAC system in the H building. He understands this is a problem for teachers and students. Principal Exner shared a list of available alternate classrooms with the H Building teachers. Dr. Stepenosky understands it is not easy to move, however, the teachers can move to different classrooms if they opted to.

Ms. Stein shared that many years ago, the state provided money for facilities, but unfortunately, they do not offer that money anymore. She asked Ms. Kimmel what it would look like if we spent \$30M on air conditioning? Ms. Kimmel stated that the District has a budget of \$120M. We allocate \$1M for all facility and operation projects. We have an information item tonight where we will discuss all the work that was completed this past summer. If the District were to take on a \$30M project, the money would have to come out of our operating budget. For our \$120M budget, 85% of the budget pays for staff. That would leave 15% for utilities, transportation, additional SPED classes, etc. This would require a large amount of layoffs. The District doesn't have the funds to replace the HVAC unit at CHS. Another bond measure would be necessary.

Ms. Cutbill shared that she thinks back to March 2020. This is not only when the pandemic took hold, but also when our bond in Measure V did not pass. The Board knew what the implications were when the measure did not pass. We knew that meant leaking roofs, hot classrooms, etc.

COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA

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There were seven speakers that spoke about the HVAC system in the H Building at Calabasas High School. All speakers spoke about the air quality, lack of air conditioning and their view of the poor working conditions for both staff and students. The speakers were as follows: Ryan Bergstrom (CHS teacher), Christy Heredia (CHS teacher), Kathy Kreycik (CHS teacher), Kelli Chuo (CHS parent), Kalleigh Esson (CHS teacher), Nicole Connolly (CHS teacher), and Brad Boelman (CHS teacher).

Mr. Lawrence asked for clarification that the filtration system in the H Building is still working effectively. The air conditioning is the issue. The air quality has remained solid due to the new filtration units installed in the HVAC's during the pandemic. He understands that the temperature is a true concern, however, the air quality has not been affected by the lack of air conditioning. He asked Ms. Pescetto to confirm his statements.

Ms. Julie Pescetto, Director of Maintenance, Operations and Facilities confirmed that Mr. Lawrence's statements were correct. Ms. Pescetto stated that she has had an independent company as well as our own HVAC employees check the H Building. She continued that their findings were consistent that the air in the H Building has continued to filter every day. The filtration system is still working even if there is a lack of air conditioning.

Ms. Cutbill shared that she understood and shared the teachers concerns. She heard their frustrations. She respected them and wanted them to know that their time was not wasted here this evening. She understands the importance of replacing the unit. Unfortunately, the District does not have the funds to replace the unit.

Ms. Stein shared that because this is not an item on the agenda tonight, the Board can't have a full debate and discussion. She wanted to make sure that the speakers, many of whom are teachers at CHS, did not feel disrespected and that the Board didn't care. Ms. Stein asked Ms. Cutbill to bring this issue to the Facilities Committee. This committee can really look at other ways to accomplish replacing the HVAC system in the H Building at CHS. Ms. Stein continued that we need to think outside the box.

Ms. Cutbill told the teachers that they can send a representative from CHS to attend the Facilities Committee meeting for an exchange of information and updates. Ms. Cutbill shared that the teachers have the respect of the Board and she apologized for a terrible situation. The unit should have been replaced with a previous bond. Ms. Cutbill said it will be included in the next Facilities Committee agenda.

APPROVAL OF CONSENT AGENDA - A

On motion of Ms. Stein, seconded by Ms. Menges, the Board of Education approved Consent Agenda A, Items 1-3. Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

1. Approved Employee Recognition Weeks as listed on the attached document.
2. Approved Acceptance of Gifts as listed on the attached document.
3. Approved Purchase Orders as listed on the attached document.

APPROVAL OF CONSENT AGENDA - B

On motion of Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved Consent Agenda B, Item 1. Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

1. Approved Personnel Document as listed on the attached document.

ACTION ITEMS

1. Public Hearing: Certification of Compliance with Education Code 60119 - Textbooks and Instructional Materials was presented.

On Motion of Mr. Lawrence, seconded by Ms. Stein, the Board of Education opened Public Hearing: Certification of Compliance with Education Code 60119 - Textbooks and Instructional Materials.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

Dr. Gleason shared that this item was Dr. Finneran's item. He filled in due to her absence tonight. The District is committed to ensuring that students have access to standard-aligned instructional materials and the tools needed in order to have a successful school year. Each year, the Board of Education is required by Education Code Section 60119 to conduct a public hearing to review the sufficiency of textbooks and instructional materials. Dr. Vadehra gave a shout-out to all the media clerks. This is a huge job to gather the books and keep them organized. She stated they have done a fabulous job.

On Motion of Ms. Menges, seconded by Dr. Vadehra, the Board of Education closed Public Hearing: Certification of Compliance with Education Code 60119 - Textbooks and Instructional Materials.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

2. Resolution No. 5-21 - Certification of Compliance with Education Code 60119 - Textbooks and Instructional Materials was presented. Mr. Lawrence asked which books were printed and which books were digital? He wanted to know if there was a formula for this. Dr. Gleason stated that the adoptions of different publishing companies have different models. There is no formula or method. Certain textbooks are digital and certain textbooks are printed. The trend is moving toward more digital textbooks in the future.

On Motion of Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved Resolution No. 5-21 - Certification of Compliance with Education Code 60119 - Textbooks and Instructional Materials.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

3. Teacher Assignment Report was presented. Dr. Scifres stated that credentialing requirements for teachers can be very specific. The state has recognized the need to provide flexibility in the assignment of teachers and offers several ways in which teachers can be qualified to serve in particular areas. This flexibility allows teachers who have the appropriate course preparation, but not the specific credential, to teach in a wider variety of subject areas. Education Code Section 44258.9 requires school districts to establish procedures for annually reviewing teacher assignments and to report their findings to local government in a public meeting. These credential amendments will allow the District to be compliant with the State of California regulations.

On Motion of Ms. Stein, seconded by Ms. Menges, the Board of Education approved Teacher Assignment Report.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

4. Provisional Internship Permit Credential for Preliminary Educational Specialist was presented. Dr. Scifres stated that as Ms. Falk knows, there continues to be a critical shortage of Special Education teachers in the state. In the past, the District has used an assignment option to hire teachers to fill vacancies. The following Provisional Intern Permit is needed for the 2021-22 school year to fill a position at A.C. Stelle Middle School. Candidate Kimberly Freshman holds a Bachelor's Degree in Child Development from California State University, Northridge. She has been a valued Para Educator for special education for the last three years. Ms. Freshman is working on the requirements to enter a credential program.

On Motion of Mr. Lawrence, seconded by Ms. Menges, the Board of Education approved Provisional Internship Permit Credential for Preliminary Educational Specialist.

Board Motion Carried 5:0 as follows:

AYES: Board members Cutbill, Lawrence, Menges, Stein, and Vadehra

NAYES: None

Student Preferential Vote Carried 1:0

INFORMATION ITEMS

1. Update: Summer Projects was presented. Ms. Kimmel stated that the maintenance team performed many projects this past summer. There were challenges with supply chain delays, but nonetheless, the team performed many projects. Ms. Julie Pescetto, Director of Maintenance, Operations and Facilities, shared an update for all summer projects. She shared a list by school site of all projects completed over the summer. Annually, the District is required to perform Fire Alarm testing. The team completed those testings at all campuses. The company that came out had to test every single alarm at every campus. The company had some issues accessing some of the devices so hatches were installed to provide access. The MPR roof was replaced at Willow Elementary. The team also replaced air conditioning units in buildings D, E, K1, K2 and the MPR at Willow. The PFA added turf around the campus. At Bay Laurel, the playground asphalt was replaced where cracks existed. Eleven HVAC units will be replaced at Bay Laurel. The units have not arrived. Those units will be replaced during Thanksgiving Break. There were roof repairs also at Bay Laurel. At Sumac, the playground asphalt was repaired. Sumac chose to add lots of color to their playground which looks amazing. The team also completed some roof repairs there. At CHS, the Snack Shack is currently being relocated. A sink was added in the Trainers room. There were some roof repairs as well. There will be a new guard booth installed at CHS. This guard booth will be in front of the administration office and allow for easy student check-in. The new fence will go from the booth to the administration building. At A.E. Wright, some of the cracking concrete was replaced. The team also added some new trees as there were some diseased trees that needed removal. A.E. Wright had some roof repairs as well. The new program at A.E. Wright, LVIS, needed some classroom space so the team installed some walls to create new classrooms. At Round Meadow, the playground asphalt was replaced. At Chaparral, the PFA paid for new fencing to enclose the campus. The gates should be in next week. The PFA also ordered some new playground equipment. This project was delayed until October/November. Lindero had new fencing installed to enclose that campus. Their gates should be in this week. At Lupin Hill, the team installed an isolation room inside one of the

classrooms. They also changed out a drinking fountain for a hydration station. At Yerba Buena, the PFA paid for an outside classroom. There is new fencing at AHS to enclose that campus. They also have a guard booth for check-in. AHS has a new Wellness Center. The furniture has been ordered. A new varsity locker room was created where donations were accepted for this project. A.C. Stelle has new signage and logo. The day before school started, there was a fire waterline break. Luckily, the team was able to fix the waterline pipe. The pipe has since been moved to avoid the same break in the future. At White Oak, the team replaced concrete and added irrigation and two trees for shade. White Oak will have new playground equipment. This project has been delayed as the equipment has not arrived. At CHS and Willow, some of the storage containers have been removed. The team hopes to remove more storage containers at other campuses in the future.

Ms. Stein thanked Ms. Pescetto and the entire maintenance team. The campuses look wonderful. Ms. Cutbill also commended the entire maintenance team for a job well done.

2. Enrollment and Staffing Report was presented. Dr. Scifres stated that staffing for the 2021-22 school year began last spring with a collaborative effort among the education, business and personnel offices and site principals. This process began with an establishment of instructional priorities. Recognizing the importance of early intervention and in support of the District's LCAP goals, the Las Virgenes Board of Education continued its commitment to small early elementary class size with averages of 24:1. As a component of our strategic plan for 2021-22 we have targeted Class Size Reduction in fourth, fifth, sixth and ninth grades. Dr. Scifres shared that our projected enrollment was 10,145; as of day 5 of school, actual student enrollment was 10,098. This was a decrease of 47 students. The notable shifts from the prior year are as follows: TK/K is up 70, 4th grade is down 65, 7th grade is down 41, 8th grade is down 99, 11th grade is down 62, and 12th grade is up 48. Dr. Scifres shared the new hires for this year. They are as follows: 1 Principal, 1 Director of Human Resources, 3 Assistant Principals, 2 Speech/Language Teachers, 14 Special Ed Teachers, 14 Secondary Teachers, 11 Elementary Teachers, 3 LVIS Teachers, 2 Virtual Teachers, 8 VAPA Teachers, 5 Counselors, 1 Teacher Induction Program TOSA and 2 Psychologists. Dr. Scifres commended Ms. Falk for bringing in 14 SPED teachers. That was a huge accomplishment. The District has had 26 substitute applicants during August and September. Out of those applicants, the District has hired 9 applicants and an additional 10 applicants will be offered employment. The District is currently in need of classified staff. We are short in Clerical, Campus Supervisors, Child Nutrition and Para Educators. Since the end of the last school year, we have hired 25 Campus Supervisors, 3 employees in Child Nutrition, 5 Clerical and 10 Para Educators. Dr. Scifres stated that for our elementary schools, the average class sizes are as follows: K at 23, 1st grade at 23, 2nd grade at 23, 3rd grade at 23, 4th grade at 24 and 5th grade at 24. The secondary academic core classes have a class size average of 40. This is the first time in quite a while where there were no classes above 40 students. There are 39 academic core classes that have under 25 students. Dr. Scifres thanked the counselors at the secondary level for putting this information together.

Ms. Kimmel stated that over the past five years, the District has had declining enrollment. This is not specific to our District as most districts have experienced declining enrollment. This year, we have fewer pre-schoolers. The pre-school SPED students usually grow throughout the year so this number should increase as the year progresses.

ADJOURNMENT

The meeting was adjourned at 7:33 p.m.

Date Approved

President, Board of Education