OFFICIAL MINUTES OF THE REMOTE
BOSTON SCHOOL COMMITTEE MEETING

July 13, 2022

The Boston School Committee held a remote meeting on June 13, 2022 at 5 p.m. on Zoom. For more information about any of the items listed below, visit www.bostonpublicschools.org/schoolcommittee, email feedback@bostonpublicschools.org or call the Boston School Committee Office at (617) 635-9014.

ATTENDANCE

School Committee Members Present: Chairperson Jeri Robinson; Vice Chairperson Michael D. O’Neill; Stephen Alkins; Brandon Cardet-Hernandez; Lorena Lopera; Rafaela Polanco Garcia; and Quoc Tran.

School Committee Member Absent: None.

DOCUMENTS PRESENTED

Agenda

Meeting Minutes: June 8, 2022; June 21, 2022; and June 29, 2022

Acting Superintendent's Report PowerPoint

Grants for Approval Totaling $13,336,632

Horace Mann Charter Renewals Presentation

Boston Day & Evening Academy Application for Charter Renewal

Edward M. Kennedy Academy for Health Careers Application for Charter Renewal

UP Academy Dorchester Application for Charter Renewal

Boston Green Academy Memorandum of Agreement A and Accountability Plan

Massachusetts Interscholastic Athletic Association MIAA Membership Presentation
Chairperson Jeri Robinson called the meeting to order and led the pledge of allegiance. Ms. Sullivan called the roll. Mr. O’Neill joined the meeting shortly after roll call. All other members were present.

Ms. Robinson said that tonight’s meeting was being streamed live on Zoom. It will be rebroadcast on Boston City TV. It will also be posted at bostonpublicschools.org/schoolcommittee and on YouTube. She announced that simultaneous interpretation services were available in Spanish, Haitian Creole, Cabo Verdean, Vietnamese, Cantonese, Mandarin and American Sign Language (ASL). The interpreters introduced themselves and gave instructions in their native language on how to access simultaneous interpretation by changing the Zoom channel. Translated meeting documents were posted at www.bostonpublicschools.org/schoolcommittee prior to the start of the meeting.

Ms. Robinson welcomed Dr. Drew Echelson, who was presiding over his first Committee meeting as Acting Superintendent of Boston Public Schools. She thanked Dr. Echelson for providing valuable continuity and leadership during this interim period while Incoming Superintendent Mary Skipper transitions from Somerville to Boston.

Ms. Robinson announced that the School Committee has scheduled an executive session on Friday, July 15 for the purposes of discussing contract negotiations with the incoming superintendent. The Committee has also scheduled multiple public meetings in August and at some point the School Committee will publicly vote on the contract for the incoming superintendent as well as the acting superintendent.

Ms. Robinson announced that the Committee’s departing student representative, Xyra Mercer, has been accepted into the United Way’s Marian L Heard Scholars Program and will receive financial support of $10,000 over four years of college. In addition, scholarship recipients get their own “e-Coach,” a United Way volunteer who provides advice and support throughout their collegiate journey. The United Way of Massachusetts Bay and Merrimack Valley has committed to providing future student representatives to the Boston School Committee with the Heard Scholarship as long as they qualify. Ms. Robinson thanked the United Way for its generous support of Boston’s young people, as well as former School Committee Chair Alex Oliver-Dávila, who initiated the partnership.

APPROVAL OF MEETING MINUTES

Approved - On roll call, the Committee unanimously approved the minutes of the June 8, 2022; June 21, 2022; and June 29, 2022 School Committee meetings.
Thank you, Madame Chair, for the warm introduction. It is an honor to be here tonight. I also want to thank members of the public for joining us tonight. First, I want to extend a special word of thanks to Chairperson Robinson for visiting the Central Office last week. Chairperson Robinson and I had a chance to move through several central office floors to thank individuals for their work, hear more about their priorities and concerns, and their ideas for improvement. During our walkthrough, we had a chance to observe meetings between the Department of Transportation and Transdev, visits with families in the Enrollment and Newcomer Center, Human Capital staff leading a call center for new and current employee, the “bullpen” in the Office of Instructional and Information Technology which is adjacent to the district’s server, and to hear more about STEM summer and early childhood summer planning. I want to specifically shout out and thank the central office team. It was a moment of great privilege to see so many of our leaders beaming with pride as they showcased and discussed their work. During our visit, we could see that you were all focused, solving critical issues, and digging into the work, with customer service at the center of every interaction we observed. Thank you for your continued service and dedication to the children and families in the City of Boston. Chair Robinson and I will be scheduling additional sessions in the days to come and are committed to staying engaged with our system and school leaders throughout the summer.

Since our last School Committee meeting, the district has actively begun key work in response to the Systemic Improvement Plan. I want to be clear that while the DESE Systemic Improvement Plan is meant, in part, to ensure BPS follows through on important commitments, the spirit of this document is more importantly to accelerate the type of systemic reform that is needed across our organization. I am pleased to announce the appointment of Monica Hogan as the Assistant Superintendent of Data Strategy and Implementation to spearhead the agreement outlined between the City of Boston, the Department of Elementary and Secondary Education (DESE), and BPS. In her role Monica will be responsible for overseeing the implementation and monitoring of the District’s Systemic Improvement Plan (SIP) with DESE, as well as the planning, coordination and execution of the District’s data strategy, with an emphasis on improved decision making and accountability to advance the mission of BPS. I am also pleased to announce that Apryl Clarkson has agreed to serve as the Interim Senior Executive Director of Data and Accountability.

We know that there are a number of upcoming deadlines on August 15 and we are hard at work to ensure that we meet them. I’ve outlined those commitments due by August 15 on this slide and I stand ready to share that I am completely confident that we will fully meet the deadlines outlined for August. We have created internal cross-functional working groups to ensure that we are making progress in each of the seven focus areas outlined in the SIP. I want to update the community on our progress and readiness in each of these areas.

In Student Safety, we have initiated the procurement process for the required audit. We are in the midst of launching a new BPS Helpline for parents and families to call with questions and to
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report issues. Each issue has a ticket created in our ticketing system, allowing us to track and monitor follow-up. We are also posting three positions this week (a commitment due by early September) to monitor and respond to complaints that come in through DESE’s Problem Resolution System, or PRS.

Related to special education, our legal team is reviewing an updated policy and procedure manual and we are planning for PD sessions in August for school staff. The procurement process has also been initiated for a review team of special education.

In transportation, we’ve started the procurement process for the diagnostic evaluation required by August 15. I will share later in my report more detail on improvements we are making in transportation to ensure we are ready for day one of school.

The facilities team is on track to complete the review of bathroom facilities and have a plan for needed renovations.

For English learners, we are on track to complete the strategic plan. We know we have had challenges with tracking access to English language services as part of reporting requirements to the Department of Justice, and are working to ensure we make the needed improvements to meet this milestone. This is especially true in October which is the deadline for our first report to the Department of Justice.

Multilingual Learner Data Slide - This slide looks at our Department of Justice reporting data for the 2021-2022 SY. This data illustrates BPS reporting higher levels of compliance in March than in September. While it is true that we need to demonstrate 100% compliance for our multilingual learners with and without disabilities and students with disabilities, we also need to address the systemic barriers that impact our October reporting data.

We’ve committed to a number of investments and initiatives that we believe will support our improvement for the Fall 2022 Department of Justice report:

- Increased capacity and support in the Office of Multilingual and Multicultural Education (OMME) in the area of compliance. I’ll also point out that we’ve made significantly more investments in the teaching and learning to support our transition toward more native language instruction across BPS.
- Regional support model which will embed OMME and Office of Special Education support, among other resources, directly into the regional structure led by School Superintendents.
- Professional learning for school leaders at August leadership institutes
- Assigning OMME staff directly to schools throughout late August and early-mid September to support and advise school principals and their teams on how best to deploy resources and on data entry.

I will be providing a more detailed update at a special School Committee meeting in August in advance of the August 15 deadline, and we will provide periodic updates on our website including all memos and artifacts we will submit to DESE as part of this process at [www.bostonpublicschools.org/strategicprogress](http://www.bostonpublicschools.org/strategicprogress).
Next, I want to provide a BPS summer learning update. The BPS Summer Learning Portfolio consists of an array of high-quality academic and enrichment opportunities for students in every grade level across the district. There are over 111 Programs being offered this Summer, which is a 20% increase in offerings over summer 2021. We have more than 14,000 students enrolled in our different summer programs - more than 6,700 students enrolled in 5th quarter summer learning programs, more than 3,400 students enrolled in high school credit recovery, 2,700 students in Extended School Year (ESY), and 1,250 students enrolled in unique EL programs (although more than 4,100 EL students are enrolled across all programs!) 5th quarter summer learning and high school credit recovery programs started last Tuesday, and Extended School Year began this week. We've heard overwhelmingly positive feedback for the week. Our Extended Learning Teams visited Mildred Ave, Lee School, Margarita Muniz, Orchard Gardens, Blackstone, King and Hennigan sites and will be visiting sites next week and throughout the summer. We saw site coordinators creating a new student sign-in process by using QR codes and parent’s phones to streamline check-in and get students where they needed to be faster! We observed field trips with students and families already in action with class trips to Eastie Farms in East Boston and a family outing with Courageous Sailing, where one mom sharing about the sailing experience (in Spanish), “We, along with Amanda, are super happy with the program and have had so much fun! Thank you!” Just today, kindergarten classrooms received live caterpillars to learn about the life cycle of butterflies (stay tuned for their release date!)

Given the first week of programming continued to see a lot of movement with families still enrolling and students moving off waitlists for programs, and a recent decision to keep registration open for another week, attendance data will be looked at in earnest next week. Anecdotally, we are feeling really good about attendance, with the programs we’ve visited being at 80% or more.

Hiring has been a challenge on two fronts. We are still hiring substitute nurses for eight schools. In the interim, coordinators have been trained on first aid, they know where to access PPE and Covid testing, and who to call to escalate a health concern. For educator shortages, we’re working with Boston After School and Beyond to cover for educators who might be sick and to ensure we have building based subs for sites.

Next, I want to provide an update on transportation readiness as it pertains to Summer School and the start of school. For summer, our Hub Stop Transportation has gone relatively smoothly. Programs are emphasizing the importance of arriving on time to assigned "hub stop" locations to increase the student population accessing the buses. Additionally, all students have been routed for ESY. There are 260 routed buses, running 880 individual routes, and all scheduled routes have assigned drivers. Calls have gone out to all drivers and monitors to remind them of the importance of showing up on time for their assigned routes. Transdev and BPS district support staff will be deployed to schools to support efficient bus unloading and loading at program sites. The transportation hotline is fully staffed with 24 customer service representatives and 3 operations staff members, and families who are a part of the Extended School Year program can track their assigned bus via the Where’s My School Bus App. We are also deeply engaged in our planning for the first day of school in September as well. As opposed to last school year, we enter the summer with a ratified contract between Transdev and
our bus driver union. This contract includes a significant number of operational improvements that better prepares Transdev to respond to the very real transportation concerns to which BPS must urgently and immediately respond. Our routing team is focusing on route consolidation. They are revising the amount of bus routes they had last year and looking for ways to cut down the number of buses across the operation. We have also implemented working groups with OIIT, Transdev, Special Education and Welcome Services. These working groups help to improve the quality of students' assignments data to facilitate more efficient routing, and we have added an additional data position to support this critical cross-functional work. To support driver recruitment, a $4,000 Sign-on Bonus is given to anyone who is hired with full credentials, and we are also giving $1,000 to employees who refer candidates for positions. We have also built our own driver pipeline. Transdev is now offering a CDL training program for candidates who are interested in becoming bus drivers. 23 monitors are currently going through the program which could lead to an additional 23 bus drivers for our system. We have ramped up bus monitor recruitment efforts. We increased the number of job postings by collaborating with the Office Human Capital and sharing on social networks to ensure an effective and streamlined hiring process.

I wanted to close with an update on hiring for the upcoming school year, specifically for school leaders, teachers and paraprofessionals. For school leaders, we have completed 17 hires, and an additional pending hire at Charlestown High School. There are no unfilled school leader positions at this time once we make the announcement of school leader for Charlestown High School. For teachers, we currently have about 250 educator vacancies across the system. We have completed 742 hires, and there are an additional 254 hires that are currently going through the hiring process. While the number of vacancies is higher at this point this year than last year, we have many more new positions this year than we did last year given our FY 23 investments. I want to note that many of the paras are being hired into teaching positions. This is really positive in terms of growth and development. It does mean that we have more vacancies, which we anticipate getting filled later in the summer, as school leaders prioritize finalizing teacher hiring before they focus on para hiring. We have all hands on deck to process and onboard hires this summer. We are also working with our new licensure specialist to ensure people have what they need to be licensed in their positions. I’m continuing to monitor staffing and transportation and will ensure support for central office and school leaders. I’m confident in our readiness for day 1 of school and I look forward to formal presentations to the School Committee on this topic.

That concludes my report.

Dr. Alkins asked for more information about the district’s efforts to recruit and certify teachers for English Learners and English Learners with disabilities. Dr. Echelson said that BPS is partnering with a number of local colleges and universities that offer programs for dual language educators with a focus on dual language programs. Dr. Alkins asked if there are any plans to expand the Boston Teachers Residency program. Dr. Echelson agreed to follow up with more information.

Ms. Lopera asked for more information about the slight concern raised by Dr. Echelson regarding the district’s ability to develop a system to ensure that all English learners receive all appropriate instruction and appropriate access to grade level content instruction. Dr. Echelson
spoke about the complexity of gathering firm and final data for the Department of Justice by October 1, adding that until he has a better sense of enrollment patterns and where staffing is needed, he will not feel completely confident that the task is on track.

Mr. O’Neill asked Dr. Echelson his overall thoughts on the Systemic Improvement Plan (SIP). Dr. Echelson said it will be important to meet DESE’s benchmarks, adding that BPS needs to change the way it does business. He spoke about his priorities as Acting Superintendent, including ensuring a strong summer school, smooth opening of school, supporting the transition of incoming superintendent, and foundation for fundamental change across the central office.

Mr. O’Neill asked about transportation improvements. Transportation Director Delavern Stanislaus highlighted new hiring strategies, as well as many of the reforms secured in the new contract between the district’s transportation provider Transdev and the bus drivers union.

Mr. Cardet-Hernandez asked if BPS is offering or considering offering hiring bonuses to fill non-bus driver vacancies. Dr. Echelson said the district is currently only offering hiring bonuses for bus drivers, adding that he will consult with his team and return to the Committee with more thoughts. Mr. Cardet-Hernandez encouraged the district to take a creative and aggressive hiring approach. He then asked about the new internal auditor position and interim leadership in the Office of Data and Accountability (ODA). Dr. Echelson explained that as part of the SIP, DESE will hire an internal auditor for BPS by August 15. The Request for Proposals (RFP) was posted yesterday. Asked about leadership in ODA. Dr. Echelson said ensured that the ODA will be fully staffed and expressed excitement that Apryl Clarkson has agreed to serve as Interim Senior Executive Director of ODA.

Expressing a sense of urgency, Ms. Polanco Garcia encouraged BPS to collaborate with the English Language Learners (ELL) Task Force to provide a plan for English learners with special needs. Dr. Echelson agreed that urgent action is needed. He said that in accordance with the SIP, BPS will create strategic plans for English Learners, as well as the Office of Special Education, by August 15. Following a community engagement process this fall, the incoming Superintendent would then present the final EL plan to the School Committee for a vote in October, followed by a vote on the final Special Education plan in November.

Ms. Polanco Garcia asked about bathroom upgrades. Dr. Echelson said that BPS has generated a list of schools in need of bathroom renovations and will use the opportunity index and racial equity planning tool to prioritize that work.

Dr. Alkins requested an update on the Mission Hill K-8 Pilot School investigation. Dr. Echelson said that he is currently reviewing a draft report of phase two of the investigation focusing on the actions of individual school employees. That report will remain privileged. Phase 3 of the report, examining the actions of central office leaders, is currently underway. BPS will not be making public any findings relative to the performance of central office leaders. Dr. Echelson vowed to make fully transparent in the coming months the report’s findings related to the systemic failures that led to the situation at the Mission Hill School.

Mr. Cardet-Hernandez asked clarifying questions about the RFP process for the internal auditor. Assistant Superintendent of Data Strategy and Implementation Monica Hogan said that BPS has
solicited quotes and proposals from multiple vendors. By August 15, BPS will enter into three separate contracts: one for special education; one for student safety, and one for transportation. Mr. Cardet-Hernandez requested that the district provide an update at the next School Committee meeting.

Ms. Robinson asked about COVID safety and prevention measures for the summer and fall. Dr. Echelson said that he and his team are working closely with the Boston Public Health Commission to monitor COVID rates, respond accordingly, and prepare for a safe start to the new school year.

Ms. Robinson asked about the central office reorganization of the school region structure. Dr. Echelson said that the new structure, consisting of nine regions, will better support the cross-functionality and collaboration that is required to drive dramatic improvements across BPS.

*Approved* - On roll call, the Committee unanimously approved the Acting Superintendent’s Report.

Ms. Robinson announced that the Committee would amend the agenda, moving the MIAA presentation after public comment, and rescheduling the vote to the August 10, 2022 School Committee meeting.

### GENERAL PUBLIC COMMENT

- Ketsy Caraballo, Dorchester resident and UP Academy Dorchester parent, testified in support of UP Academy Dorchester’s charter renewal.
- Marisol Roach, Dorchester resident and UP Academy Dorchester parent, testified in support of UP Academy Dorchester’s charter renewal.
- John Mudd, Cambridge resident and advocate, testified regarding the School Committee’s organization.
- Sharon Hinton, Hyde Park resident and advocate, testified regarding a number of education-related issues.
- Bethlehem Ghidey, Roxbury resident and BPS parent, testified regarding concerns about the proposed merger of the Russell and Clap elementary schools.
- Mike Heichman, Dorchester resident and Boston Education Justice Alliance (BEJA) member, testified regarding a number of education-related issues.

### ACTION ITEMS

*Approved* - On roll call, the Committee unanimously approved grants for approval totaling $13,336,632.

*Approved* - On roll call, the Committee unanimously approved the Horace Mann In-District Charter School renewal application for Boston Day & Evening Academy for the period of 2021-2026.
Approved - On roll call, the Committee unanimously approved the Horace Mann In-District Charter School renewal application for the Edward M. Kennedy Academy for Health Careers for the period of 2021-2026.

Approved - On roll call, the Committee unanimously approved the Horace Mann In-District Charter School renewal application for UP Academy Dorchester for the period of 2021-2026.

Approved - On roll call, the Committee unanimously approved the following charter amendments for Boston Green Academy for the period School Years 2021-2026: Memorandum of Understanding A; and Accountability Plan.

REPORT

New Massachusetts Interscholastic Athletic Association (MIAA) Membership - Deputy Superintendent of Operations Sam DePina and Athletics Director Avery Esdaile requested School Committee approval of new Massachusetts Interscholastic Athletic Association (MIAA) Memberships for the following schools, effective School Year 2022-2023.

- Boston Arts Academy
- Edward M. Kennedy Academy for Health Careers
- McCormack/BCLA 7-12
- BPS Alternative Schools Network
  - Boston Adult Technical Academy
  - Boston Day & Evening
  - Boston Collaborative
  - Community Academy
  - Greater Egleston

An affirmative vote by the School Committee would ensure that all BPS high schools are now members of MIAA and have opportunities to access high school athletics. A vote is scheduled for August 10, 2022.

Mr. Cardet-Hernandez spoke about the importance of incorporating student voice in the district’s athletic offerings, particularly for girls.

Mr. DePina explained to Ms. Lopera that 7th and 8th grade students at 7-12 schools may participate in their school’s athletics programs. BPS provides opportunities for student athletes to co-opt, or form a team consisting of students from various schools.
Mr. O’Neill asked the presenters about lessons learned from a situation earlier this year when some student athletes were unable to compete because BPS did not file the appropriate paperwork with the MIAA. Mr. DePina said that pending the Committee’s approval of the applications submitted tonight, all BPS high schools will be registered with the MIAA. In addition, BPS leaders now meet with MIAA leaders on a monthly basis and BPS is increasing its staffing within the athletics department. With regards to transportation concerns, Mr. DePina said that BPS is exploring creative transportation options such as purchasing vans for student athletics.

Ms. Robinson asked about athletic opportunities for younger students. Mr. Esdaile said that his team is working with elementary school leaders and family liaisons to expand athletic opportunities and improve communication. Mr. DePina said that the district’s grade configuration redesign work will include feeder programs at the elementary and middle school levels as well as high school programming.

The Committee is scheduled to vote on the MIAA membership proposals on August 10, 2022.

**DISCUSSION**

**Discussion Related to the Structure and Processes of School Committee Meetings** - Ms. Robinson explained that in preparation for the new school year, under the leadership of a new superintendent, and the planned return to in-person meetings this fall, she would like to devote time on the Committee’s summer meeting agendas to provide members with an opportunity to reflect on what is working and/or not working in terms of structure and processes as it relates to School Committee meetings.

Some of the themes members have shared include:

- A desire to have a more organic dialogue
- Sufficient time for data and reports
- Making public comment more meaningful for both the community and the Committee
- Using school committee members more strategically

Ms. Robinson suggested that members revisit the Committee’s [2012 policy on Rules for Public Comment and Conduct at School Committee Meetings](#), which calls for a one-hour public comment period early in the meeting, followed by another opportunity for public comment after reports.
Mr. Cardet-Hernandez expressed support for the suggestions raised by John Mudd during public comment, which include collaborating with content experts outside of BPS. He spoke about the importance of members receiving timely information and suggested clearly mapping out when the Committee is scheduled to receive regular updates on the SIP with DESE.

Dr. Alkins echoed Mr. Cardet-Hernandez’s comments about timely information and involving experts. He recommended that the Committee focus on doing fewer things well and keep its priorities central as a visible reminder.

Ms. Robinson recommended that the Committee consider implementing a structure in which one meeting per month is focused on monitoring student achievement and one meeting is focused on regular Committee business e.g. legal requirements, updates, etc. She suggested that members receive materials two weeks in advance of Committee meetings. Dr. Echelson committed to working with the team to have materials finalized, translated, and posted online in advance of meetings to allow for shorter presentations and allow for more dialogue at the meetings. He noted that DESE has outlined specific milestones for district updates to the School Committee.

Mr. Cardet-Hernandez suggested that the Committee dedicate more of time on its agendas to issues impacting special education and English learners.

Mr. O’Neill recalled for the newer members some of the ways in which School Committee members have engaged with the community outside of Committee meetings, including meeting with stakeholder groups and attending the superintendent’s listening sessions. He suggested that members may want to consider hosting coffee hours/office hours either individually or in small groups. Dr. Alkins expressed support for the office hours suggestion, adding that the Committee should find ways to leverage members’ expertise in a more strategic way.

Ms. Polanco Garcia said that families who come to public comment are often seeking answers to their concerns which are not addressed under the current structure. She spoke about the delays that she has experienced receiving materials translated into Spanish. She expressed a desire to help families who lack literacy in their own language and encouraged the Committee to work more closely with families and community organizations. Ms. Robinson agreed, adding that such collaboration must be done in a way that is organized and equitable.

Ms. Lopera said that public comment is not always fully representative of the broader BPS community, making it important for families to have multiple avenues of access to Committee members.

Dr. Alkins echoed Ms. Lopera’s comments. He suggested that the Committee may want to consider holding meetings in various neighborhoods as an engagement strategy. Ms. Robinson said that historically, similar efforts have yielded a very small turnout. She suggested instead that community organizations host the Committee at their regularly scheduled meetings. She said that at the next Committee meeting, she would like the members to discuss what constitutes a reasonable time commitment for School Committee members, recognizing that members are volunteers with jobs and families.
Mr. Tran suggested that meeting materials be publicly posted one week in advance, raising the possibility that presentations include a condensed version and a full-length version.

Ms. Robinson seconded Mr. Tran’s suggestion. She also expressed support for Mr. Mudd’s suggestion that district reports to the Committee be structured in a way that allows for one-third of the time on the data, one-third on lessons learned, and one-third on recommendations. Dr. Echelson said that BPS needs to focus on evidence of what’s working in order to ensure a return on investment. That includes more focus on implementation and execution, as well as vision.

Dr. Alkins suggested that presentations include the story behind the data, as well as unanswered questions to prompt reflection and discussion.

Mr. Cardet-Hernandez said he looks forward to hearing feedback from the public about tonight’s discussion.

Ms. Robinson summarized the themes of the Committee’s discussion, which include a desire for more meaningful public comment, more meaningful reports, and a focus on continuous improvement.

Dr. Alkins thanked Dr. Cassellius for building a strong foundation for BPS.

PUBLIC COMMENT ON REPORTS

Suleika Soto, South End resident, BPS parent, and Boston Education Justice Alliance (BEJA) member, testified regarding COVID prevention and safety measures and in support of an elected school committee.

NEW BUSINESS

None.

ADJOURN

Approved - At approximately 8:32 p.m. the Committee unanimously approved a motion, by roll call, to adjourn the meeting.

Attest:

Elizabeth Sullivan
Executive Secretary