

Independence Charter School-CC

Minutes from BOT Meeting of Wednesday, October 10, 2018

Location: 1600 Lombard St., Philadelphia, PA

Time: 6:00 PM

Next meeting: Wednesday, November 14, 2018

Board Attendees:

Sharon Berney	present	Timothy Spreitzer	present	Kerry Routh (staff)
Camilo Dominguez	present	Jo Tionsgon Perez	present	Lisa Palandro (staff)
Jamila Dugan	present	Mehreen Zaman	present	Larry Elliott (staff)
Maureen Eagen	present			Lameka Headen-Jones (parent)
Rachel Hudson	present	<i>Ex-officio</i>		Amy Romaine (parent)
Jamill Jones	present	Kristen Long	present	Jennifer Crawford (Blackney Hayes Architects)
Allison Kelsey	present	<i>Also Attending</i>		Troy Hill (Blackney Hayes Architects)
Michele Lamm	present	Ramzy Andrawos (staff)		Tanya Ruley-Mayo
Harry Moseley	absent	Patricia Cirone (staff)		
Gina Mosley	phone	Mike Danyo (Santilli & Thomson)		
Krista Pfeiffer	present	Jody Freed (staff)		
Rachel Salis Silverman	absent	Dave Peterson (staff)		
Eleanor Sharpe	present	Doris Naffah (staff)		
Virgil Sheppard	absent	Odamis Fernandez Sheinbaum (staff)		

Who	What
Eagen	Maureen called the meeting to order at 6:08 pm.
Eagen	<p>Approval of Minutes</p> <p>Maureen asked for a motion to approve the June 13, 2018 minutes.</p> <p>Motion to Approve: Maureen Eagen 2nd: Mehreen Zaman Abstain: S. Berney, J Dugan, R. Hudson, J. Jones, A. Kelsey, G. Mosley, K. Pfeiffer, E. Sharpe and T. Spreitzer Action: Passed (voice vote)</p> <p>Maureen asked for a motion to approve the June 29, 2018 minutes.</p> <p>Motion to Approve: Mehreen Zaman 2nd: Maureen Eagen Abstain: S. Berney, J Dugan, R. Hudson, J. Jones, A. Kelsey, G. Mosley, K. Pfeiffer, E. Sharpe and T. Spreitzer Action: Passed (voice vote)</p>

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Who	What
	<p>Maureen asked for a motion to approve the August 8, 2018 minutes.</p> <p>Motion to Approve: Timothy Spreitzer 2nd: Allison Kelsey Abstain: C. Dominguez, M. Eagen, M. Zaman Action: Passed (voice vote)</p> <p>Maureen asked for a motion to approve the September 19, 2018 minutes.</p> <p>Motion to Approve: Eleanor Sharpe 2nd: Jo Tionson-Perez Abstain: S. Berney, J. Dugan, J. Jones, M. Lamm, K. Pfeiffer Action: Passed (voice vote)</p>
Eagen	Maureen asked if there was any public comments. There was no public comment.
Eagen	<p>Maureen asked for a motion to enter Executive Session.</p> <p>Motion to Enter Executive Session at 6:15 pm: Eleanor Sharpe –HR Matter 2nd Mehreen Zaman Action: Passed unanimously (voice vote)</p> <p>Motion to Exit Executive Session at 6:32 pm: Eleanor Sharpe 2nd: Krista Pfeiffer Action: Passed unanimously</p> <p>Appointment of Chief Executive Officer Be it resolved that the Independence Charter School Board of Trustees hereby appoint Tanya Ruley-Mayo as Chief Executive Officer of ICS CC effective November 12, 2018.</p> <p>Motion to Approve: Mehreen Zaman 2nd: Krista Pfeiffer Action: Passed unanimously (voice vote)</p> <p>Approval of Chief Executive Officer Contract Be it resolved that the Independence Charter School Board of Trustees hereby approve the contract for the Chief Executive Officer for the term of November 12, 2018 to June 30, 2019.</p> <p>Motion to Approve: Timothy Spreitzer 2nd: Sharon Berney Action: Passed unanimously (voice vote)</p> <p>Mehreen gave a brief recap of the CEO search, which started in May, 2018 and invited everyone to say hello to Tanya who was attending the board meeting. Mehreen also stated that Tanya’s appointment would be announced publically next week and asked everyone to please wait for the announcement before sharing the news.</p>
Long	Interim CEO/Principal’s Report:

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	<p>Kristen stated that she and AP Odamis would be presenting an update on the One Program Model. Kristen went on to say that a resolution is on the agenda to amend the school's academic program. If passed, it will be sent to the District to be on the District's November BOT agenda.</p> <p><i>Below are the highlights of the presentation. The Presentation in its entirety is on file in the CEO's office.</i></p> <p>Kristen reported the following</p> <ul style="list-style-type: none"> • Good to Great – ICS is very good school. We believe moving to a one program will make ICS' program even better. <ul style="list-style-type: none"> ➤ Our Vision – Mehreen Zaman read ICS' Vision Statement – Kristen then stated that during discussions and decision making the Equity and Excellence Task Force went back to our Vision and Values. ➤ ICS Values were read by different board members • History and Background – The Beginning <ul style="list-style-type: none"> ➤ The original dream of the founders of ICS was an Immersion program. ➤ The 2 program model was a concession to address concerns that a full immersion program would not draw enough families to meet the required enrollment number. • History and Background – The Good <ul style="list-style-type: none"> ➤ ICS teachers and staff work diligently and compassionately to provide learning that considers the needs of each student while affirming their potential to succeed. ➤ In both programs, students show growth during their time at ICS • History and Background – The Challenge <ul style="list-style-type: none"> ➤ The data reflects a divide between the two programs: racially, socioeconomically, and academically. ➤ Immersion students are performing much higher than those in the Enhanced program on standardized tests. ➤ Over the years, Middle States evaluators, Temple researchers, charter renewal evaluators, grantors, etc. have commented on the differences in the programs, often citing them as problematic. ➤ ICS has tried to address the divide in multiple ways, but none have proven effective enough to address the concerns that are raised. • History and Background – The Process Moving Toward the Great <ul style="list-style-type: none"> ➤ 2015 Strategic Growth Plan Objective 3.4: Convene a task force to research dual immersion models and investigate the feasibility of moving to a one-program model. ➤ In 2017, members of the community (teachers, parents, administrators, BOT members and founders) were invited to be a part of this Task Force. Over the course of four months, with the leadership of outside consultants, the Task Force reviewed data and research. ➤ In November of 2017, the BOT passed a resolution that beginning in school year 2019-20, ICS move from a two-program school to a one-program school. ➤ The Equity and Excellence Committee spearheaded Phase 2 of this project.

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	<p>Odamis Reported the following</p> <ul style="list-style-type: none"> • One of the objectives of Phase 2 was to find and visit schools that are doing a good job with the immersion/bilingual model. <ul style="list-style-type: none"> ➤ Members of the Task Force visited schools in California, New Jersey and Delaware. ➤ A lot was learned during these visits <ul style="list-style-type: none"> ○ Learned how these schools attract and retain bilingual teachers ○ Affirmation of ICS' current immersion program – we're doing a great job ○ Learned that language acquisition is compromised for students long-term when Spanish immersion is not offered in early grades. ○ Learned strategies to provide extra support for students that have experienced trauma and have social emotional needs ○ Learned strategies for engaging families in school activities • Research ICS Data <ul style="list-style-type: none"> ➤ Current Model Program based on Bracken data from 2015-2016, shows Kindergarten in the Enhanced Program having more students scoring basic and below basic enrolled and the Immersion Program having more students scoring advanced and proficient enrolled. ➤ Reading Achievement Growth from Kindergarten to First grade (SY 2015-2016 Bracken and 2016-2017 DRA/EDL) – Although both groups perform well, there is more growth in immersion especially for the students who entered the program reading below basic. ➤ Moving to a One-Model program, classes and learning would be more balanced. • Based on the research and data, the EEC is proposing moving to a full immersion program. Kristen reviewed the proposed model. The following model will start with students entering Kindergarten in the 2019-2020 school year. <ul style="list-style-type: none"> ➤ Kindergarten 90-10 90% Spanish 10% English (30 min class per day) Self-contained class ➤ 1st grade 90-10 90% Spanish 10% English (30 min class per day) Self-contained class ➤ 2nd grade 80-20 80% Spanish 20% English (60 min class per day) Self-contained class ➤ 3rd grade 50-50 50% Spanish (Spanish Language Arts (SLA), Social Studies) 50% English (English Language Arts (ELA), Math) Students switch daily between 2 teachers (1 English, 1 Spanish)

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	<ul style="list-style-type: none"> ➤ 4th grade 50-50 (4th grade is 5 years away for incoming Kindergarten students and a decision can be made on the options as we go along) Option 1 - 4th can replicate 3rd grade OR Option 2 - Three Core teachers in Spanish-English-Math/Science with Math in English ➤ 5th grade 40-60 40% Spanish (SLA, SS) 60% English (ELA, Math, Science) ➤ 6th-8th grade 30-70 Structured as it is at ICS <p>Sharon Berney asked if the current immersion program could be changed to reflect the proposed program. Kristen stated that it is a possibility, but it too would require a board vote and a charter amendment. Odamis highlighted more of the benefits of bilingual education.</p> <ul style="list-style-type: none"> • Benefits of Bilingual Education <ul style="list-style-type: none"> ➤ Attention —“Bilinguals can pay focused attention without being distracted and also improve in the ability to switch from one task to another”. -Antonella Sorace (Bilingualism Matters Centre). ➤ Reading —Students in Dual Language Programs outperform peers in English Language Arts assessments by the end of Middle School. - The Effect of Dual-Language Immersion on Student Achievement in the Portland Public Schools, Steele, Jennifer (2012). ➤ Protection Against Cognitive Decline —Studies of seniors who are bilingual show better cognitive functions and less dementia when compared to monolingual peers. ➤ Empathy —Bilingual children learn social cues, emotional control, and make connections to a wide variety of people. -Theory of Mind in Bilingual and Monolingual Preschool Children, Kamla-Raj 2010. ➤ Increased employment opportunities <p>Kristen then stated that they know that the transition is not going to be effortless and they want to continue all of the current in-school support systems:</p> <ul style="list-style-type: none"> • Counseling • Special Education – this is a big area and we need to really look at the laws. Special education students currently enrolled in the Immersion program are doing really well. However, we may have students whose needs require us to give them more English. These are things that we will be researching over the next year. • Tutoring <p>Kristen continued and stated that family support is just as important and parent outreach and marketing will be very important. Some small samples of examples are:</p> <ul style="list-style-type: none"> • Make website more robust - have testimonials from students and parents • Parent Ambassadors to help address new and returning parent concerns • Information and resource sharing • Opportunities for families to engage in instructional program

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	<ul style="list-style-type: none"> • Parent Support Group • Presentation and Meetings – Sharing Information <ul style="list-style-type: none"> ➤ Presentation to Phase I Task Force on September 10 – who asked a lot of hard questions and helped us to hone the presentation ➤ Hosted five parent sessions – one was advertised as being conducted in Spanish. Sessions were held in the mornings, afternoons and evenings. Had more parents attend the morning and afternoon sessions than the evening sessions. ➤ Held a staff session on September 19 and have had drop-in sessions consisting of a lot of one-on-one conversations. Met with support staff and classroom assistants on September 20. ➤ On October 2, we met with the Charter School Office. During this meeting, we learned that we will have to amend our Charter to reflect the program change. Our current Charter states that program enrollment is based strictly on parental choice. • Thinking Ahead – Approval Process <ul style="list-style-type: none"> ➤ If ICS Board passes resolution tonight, we have until Friday to submit the required documents to the Charter School Office (CSO). ➤ Once the CSO reviews and approves our documents, they will submit it for a resolution to be voted on during the November 15 Philadelphia School District’s (PSD) board meeting. ➤ If approved by the PSD Board, our January lottery will be for one program. <p>Jamila Dugan asked if the Task Force is thinking about a preplan for certain equity issues that may come up. For example, special education services. Kristen responded that we are already working with these issues in the current Immersion Program. Kristen went on to say that in the example that Jamila gave, many times we have to ask a lot of hard questions and generally it takes more time to identify a student in the Immersion Program. However, what we have learned is that 99 times out of 100 if the student is struggling in Spanish, they also struggle in English. It is rarely just a Spanish learning problem. We already have a diverse Immersion Program population that we are working with to find ways to support more. We are working with the parents who may think their child has a Spanish learning problem. We work with the teachers showing them how they have to differentiate. Kristen added that she welcomes suggestions for preplanning strategies, but this something we are always looking at in our current program.</p> <p>Camilo Dominguez asked what steps are being taken to make sure that the population stays diverse. Kristen responded that every step possible will be taken to maintain our diverse population. Increasing our population from a lower socio-economic background is vital to the success of the program. We would never deem the program successful without maintaining the diversity. We will be paying very close attention to this and Kristen feels confident that we can maintain our diversity because of the smaller steps that have been taken along the way. Kristen also cited the success of ICS West, which has a long waiting list and which draws from a lower socio-economic</p>

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	<p>neighborhood.</p> <p>Eleanor Sharpe asked how students are handled who are entering 3rd grade and have not been exposed to Spanish. Kristen responded that our teachers will have to differentiate and meet those students where they are, which is already happening. Jamil Jones asked what is going to happen with the enhance staff in the lower grades? Kristen stated that this is the hardest part because our teachers are amazing. What she relayed to the staff is that in the K-2 enhanced program, their positions are not going to look as they do now. Kristen continued that every year we have about ten teachers who leave through natural attrition. With this, we know we can shift teachers around to different grades. Also, if the budget allows, we may be able to create new positions such as family liaison or a teacher coach.</p> <p>Resolution Amendment to the School’s Educational Plan/Curriculum; Application to the School District of Philadelphia for Amendment of the School’s Charter Be it resolved that the Independence Charter School Board of Trustees hereby approves the change of the School’s academic program and curriculum from a two-program model where parents select which program to enroll their children to a one-program Spanish Immersion model, starting with incoming Kindergartners in school year 2019-2020 (the “<i>Academic Program Change</i>”);</p> <p>Be it further resolved that the Independence Charter School Board of Trustees hereby approves and authorizes the appropriate administrators of the School to submit an application to the School District of Philadelphia requesting an amendment to the School’s Charter in order to effectuate the Academic Program Change.</p> <p>Motion to Approve: Mehreen Zaman 2nd: Jo Tionson-Perez Action: Passed unanimously (voice vote)</p>
Eagen	<p>Renegotiate Management Agreement with ICS West Maureen explained that over the summer the attorney for ICS West sent a letter notifying ICS CC that ICS West wants to renegotiate the terms of the Academic and Support Agreement between ICS CC and ICS West. The current term runs from June 2015 to June 2019. For either party to renegotiate the terms, notice had to be provided by December 31, 2018. In speaking to our counsel regarding this matter, he suggested that we form a committee.</p> <p>Resolution Formation of Committee to Negotiate Terms of Support Agreement with Independence Charter School West Be it resolved that the Independence Charter School Board of Trustees will form a committee of administrative staff and Board members, members to be appointed by the President of the Board, to meet with representatives of Independence Charter School West, regarding the notice from ICS West of its intent to renegotiate the terms of the Academic and Support Agreement between the schools, with the final terms of any amended agreement to be approved the Board of Trustees.</p> <p>Motion to Approve: Krista Pfeiffer 2nd: Timothy Spreitzer</p>

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Danyo	<p>Action: Passed unanimously (voice vote)</p> <p>Financial Report: Mike reported the following:</p> <ul style="list-style-type: none"> • Overall, we are currently \$111,000 better than budgeted due to increased subsidy rates. We have a few lines over budget, but not a major concern. • In regular education over in books – Title I carryover from 17-18 will cover expenditure • Technology over by \$50,000 will increase to \$100,000. Board approved additional technology expenses. Will use additional revenue to cover overage. • Over in Administrative Professional Services due to CEO Search and Philly Plus application for one employee. Both expenditures were approved by the Board. • Will do budget adjustments in September, which will clean up variances. • Over in Maintenance and Building Repairs – work done on HVAC. • Cash on hand remains strong at \$5,936,650 – 200 days of cash. • Due from Commonwealth – still waiting on our health and lease subsidies – should receive these in the next couple of months. • General Fund Revenue over expenses current - \$606,401 under projected budget by \$88,802 at this point. • Since there was not a board meeting in July, checks for both July and August are listed on the report. • \$600,000 check to Worlds of Opportunity was approved by Board to move forward with the project soft costs. Worlds is paying the bills for architects, lawyers, etc. <p>Resolution July Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of July 2018 in the amount of \$938,463.22.</p> <p>Motion to Approve: Allison Kelsey 2nd: Jamila Dugan Action: Passed unanimously (voice vote)</p> <p>August Disbursements Be it resolved that the Independence Charter School Board of Trustees hereby approves disbursements from the month of August 2018 in the amount of \$531,128.74.</p> <p>Motion to Approve: Allison Kelsey 2nd: Timothy Spreitzer Action: Passed unanimously (voice vote)</p>
Eagen	<p>Maureen introduced architects Jennifer Crawford and Troy Hill of Blackney Hayes Architects who presented the following on the construction project:</p> <ul style="list-style-type: none"> • Two options for the construction project • Option 1 – Cafeteria and Gym Addition <ul style="list-style-type: none"> ➤ New addition would be on the west side of the existing building with a

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	<p>separate entrance to the gym and cafeteria.</p> <ul style="list-style-type: none"> ➤ On the ground floor of the existing building, the cafeteria and multi-purpose room would become classrooms and one classroom in the existing building would become two offices. Outside of the two offices would be the breakthrough to the new addition. ➤ On the ground floor of the new addition, there would be bathrooms, a cafeteria with a kitchen in the back, a lobby facing Lombard Street with stairs and a new ADA double-sided elevator. ➤ On the first floor of the new addition, there would be bathrooms, the gymnasium (a double height space) above the cafeteria, a gymnasium office, gym equipment storage and the ADA elevator. ➤ On the second floor of the new addition, there will a large art classroom added in the space where the bathrooms are located on the ground and first floor of the new addition. ➤ On the third floor, which is the roof of the gym this would be the rooftop playground. The mechanical room and two bathrooms would also be added. <ul style="list-style-type: none"> • Option 2 Cafeteria and Gym Addition <ul style="list-style-type: none"> ➤ Does not include secondary lobby space ➤ Does not include secondary elevator ➤ Cafeteria and gym are the same space – lunch issues we experience would remain. This is the biggest difference. ➤ Would have the same amount of construction upheaval, but would not gain much more than what we already have <p>On Harry Moseley’s behalf, Maureen reviewed the Project Financing</p> <ul style="list-style-type: none"> • Change in Construction Costs <ul style="list-style-type: none"> ➤ Originally, ICS agreed to refinance the existing bonds and borrow an additional \$5M. <ul style="list-style-type: none"> ○ The additional \$5M would be used solely to improve the building. ➤ Due to certain construction costs, the estimated cost for the previously assumed renovation has changed to \$8,744,197 ➤ The smaller project is estimated to cost \$6,100,208 • Financing Options for Increased Costs <ul style="list-style-type: none"> ➤ Due to the change in the estimated cost, the Finance Committee met with BB&T and Santilli & Thomson to consider additional financing options. ➤ One option is to get a bank loan from a single bank instead of going to the bond markets. ➤ The bank loan would still be for 30 years and the project interest rate is lower (bank – 4.50% vs bond market 5.50%) ➤ A few main differences as a result of the switch are: <ul style="list-style-type: none"> ○ ICS will not need to have a debt service reserve ○ The interest rate will be locked for only 10-15 years ○ No need to participate in annual credit rating meetings ➤ ICS to use the fund balance reserves to fund the construction costs

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	<p>above \$8M or \$6M.</p> <ul style="list-style-type: none"> ➤ Some key financial covenants in the bank loan would be: <ul style="list-style-type: none"> ○ Debt ratio of 1:1 (same ratio as for bond; ICS must have a minimum operating surplus of approximately \$150,000. It is advisable to have a surplus in the \$400-500,000 range.) ○ 110-125 days cash on hand (vs 45 for bond) ➤ Please see the 5 year estimated budgets for both the \$8M and \$6M loans. Below are a few of the assumptions taken into consideration: <ul style="list-style-type: none"> ○ Aggregate 3% increase in funding per pupil ○ Management Agreement fees stays flat at \$450,000 ○ 3% annual salary increases ○ 3% annual expenses increases (excluding salaries) • Key Five Year Budget Items <ul style="list-style-type: none"> ➤ Current annual lease expenditure: \$1,276,914 <ul style="list-style-type: none"> ○ Amount includes mortgage, insurance and other incidental amounts ➤ \$8M vs \$6M (estimated) for 2018-2019 <ul style="list-style-type: none"> ○ Lease expense for \$8M - \$1,392,436 ○ Lease expense for \$6M - 1,272,000 ○ 2018-2019 Net Income for \$8M - \$730,355 ○ 2018-2019 Net Income for \$6M - \$851,344 ○ Debt Service Ratio for \$8M - 1:16 ○ Debt Service Ratio for \$6M - 1:77 ○ Additional cash over 100 day covenant for \$8M - \$1,043,064 ○ Additional cash over 100 day covenant for \$6M - \$1,968,526 • Things to Consider <ul style="list-style-type: none"> ➤ Several key assumptions and restrictions the board should consider: <ul style="list-style-type: none"> ○ Due to the debt ratio covenant, ICS must maintain operating surpluses of at least \$150,000. ○ Current budget projections assume that the Management Agreement is renewed for at least the current amount. If it is not, ICS should be prepared to reduce expense. Note the reduction in Net Income in the event ICS does not. ○ 110 days cash on hand covenant ○ Interest rate must be reset, or debt refinanced, after 10-15 years <p>After a board discussion on the construction and financing options, the following resolution was voted on.</p> <p>Revised Construction Estimate Be it resolved that the Board of Trustees of Independence Charter School hereby approve the previously approved construction project at the revised estimate amount of approximately \$8,744,200.00.</p> <p>Motion to Approve: Allison Kelsey 2nd: Timothy Spreitzer Eleanor Sharpe voted: No</p>

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Who	What
Eagen	<p>Action: Passed (voice vote)</p> <p>Resolutions:</p> <p>Kristen explained that the long-term sub hired over the summer for Counselor Anne’s position was offered a full-time permanent position elsewhere and we had to hire another long-term sub.</p> <p>Employee Resignations/Non-renewals Be it resolved that Board of Trustees of Independence Charter School hereby accept the resignations/non-renewals of following staff effective August 16, 2018.</p> <p>Victoria Berenato – Long-term Sub for Anne Hall Motion to Approve: Allison Kelsey 2nd: Timothy Spreitzer Action: Passed unanimously (voice vote)</p> <p>New Hires for 2018/2019 Be it resolved that Board of Trustees of Independence Charter School hereby accept the hiring of following staff effective August 20, 2018.</p> <p>Mahfooza Gondal – Long-term Sub for Anne Hall Motion to Approve: Allison Kelsey 2nd: Mehreen Zaman Action: Passed unanimously (voice vote)</p> <p>Kristen stated with the passing of the 2019-2020 School Application Lottery Calendar resolution, we will post the information on the school website.</p> <p>2019-2020 School Application Lottery Calendar Be it resolved that the Board of Trustees of Independence Charter School hereby agrees that applications for 2019-2020 lottery will be available from January 1, 2019 to March 1, 2019. It is further agreed that 2019-2020 lottery will be held on March 19, 2019.</p> <p>Motion to Approve: Mehreen Zaman 2nd: Krista Pfeiffer Action: Passed unanimously (voice vote)</p> <p>Kristen asked Jody Freed, Supervisor of Special Education, to explain the Compensatory Education Agreement resolution. Jody explained that ICS is not equipped to provide the services this student requires; however, we are still required to provide for the student. After applying to 23 schools, the YALE School was the only school able to provide the services needed and our Counsel worked out the terms of the agreement.</p> <p>Compensatory Education Agreements Be it resolved that the Board of Trustees of Independence Charter School hereby</p>

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	<p>approves the agreement reached by ICS Counsel to have PRS attend the YALE School Cherry Hill, NJ for the 2018-2019 and 2019-2020 school year. Tuition cost is approximately \$68,000 for 210 days of school, which includes all related services of speech and language therapy, occupational therapy, and Extended School Year programming.</p> <p>Furthermore, the Board of Trustees of Independence Charter School hereby approves the agreement reached by ICS Counsel to cover additional costs which are approximately \$40,000 for a 1:1 aide for 210 days of school. Transportation of curb to curb cab service with a 1:1 aide will be provided by the School District of Philadelphia.</p> <p>During the spring of 2020, ICS will conduct a re-evaluation to determine if YALE School remains an appropriate placement or if another APS or ICS would be a more appropriate placement. ICS will then present an IEP (if still eligible for services) by June 15, 2020. If placement is not agreed upon, PRS will remain at YALE School pending future litigation or service agreement.</p> <p>Motion to Approve: Eleanor Sharpe 2nd: Tim Spreitzer Action: Passed unanimously (voice vote)</p>
Eagen	<p>Adjournment Motion to Adjourn: Mehreen Zaman 2nd: Allison Kelsey Action: Passed unanimously (voice vote) Meeting adjourned 8:30 pm</p>

Respectfully submitted by: Patricia Cirone