



# OHVA Board of Trustees Meeting

August 18, 2020

Held virtually in accordance with Am. Sub. H.B. 197

**Our Approach:** Student-centric, Innovative

**Our People:** Passionate, Engaged

**Our Students:** Inspired, Empowered, Educated

**1. Board Vice President Stephen Vasquez called the meeting to order at 2:04 PM.**

**2. Roll Call/Guests:**

	Board Members	Present	Absent	Time of Arrival After Call to Order
1	Kelly Arndt – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Adam Davenport – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	David Kalman – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Susan Lippens – Board Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Ben Lochbihler – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	Gina Lopez – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	Jacob Moeller – Board Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	Matt Norton – Board President	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9	Tiaunna Richardson – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10	Stephen Vasquez – Board Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11	Jennifer Wise – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12	Sarah Zimmerman-Thornhill – Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13	OCCS Ex-Officio Representative Lisa Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Also in attendance were: K12 Senior Head of School, Dr. Kristin Stewart; K12 Academic Compliancy Administrator, Kyle Wilkinson; K12 School Treasurer and OHVA Designated Fiscal Officer Kate Diu; K12 Finance Director Kelly Warnke; K12 Human Resources Manager Carole Arman; K12 SVP Northern Region Darren Reed; Board Legal Counsel, Renisa Dorner; and various members of the K12 administrative team.

**3. Approval of Minutes of the Regular Meeting of June 16, 2020**

Mr. Lochbihler moved to approve the minutes as written; Ms. Wise seconded, and all members in attendance voted in favor.

**4. Finance**

**a. Budget Review**

Ms. Diu briefly reviewed circumstances causing forecasted variances from the approved budget including large increase in enrollment due to COVID-19 and reduction in casino funding due to closures of casinos.



**b. Bank reconciliation**

**Motion I: Resolution regarding filing of the Bank Reconciliations**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the filing of the bank reconciliations for the months of June 2020 and July 2020 as presented by the School Treasurer and reviewed by the Audit and Financial Oversight Committee.

**Discussion:** Mr. Moeller confirmed he had an opportunity to review the bank reconciliations for the months of June 2020 and July 2020 as presented by OHVA’s designated fiscal officer and they appeared appropriate.

<b>Moved:</b> Moeller	<b>Seconded:</b> Lochbihler	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**5. Personnel / Staff Development**

**a. Staff Agreements**

**Motion II: Resolution regarding Employment Agreements**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the OHVA Employment Agreements offered to the individuals on the document attached hereto as Appendix A presented by the Head of School and reviewed with the HR Committee.

**Discussion:** Dr. Stewart explained the large increase in teachers and staff were necessary due to the increase in enrollment.

<b>Moved:</b> Davenport	<b>Seconded:</b> Wise	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>



**b. Employee Handbook**

**Motion III: Resolution regarding revisions in the Employee Handbook**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the following amendments and revisions to the Employee Handbook and directs the Head of School to take necessary steps to notify all OHVA employees of these significant changes and implement such changes as soon as practicable.

1. The Professional Development Reimbursement Policy shall be revised to require all reimbursements to be submitted within 45 days.
2. The Tuition Reimbursement Policy shall be revised to require all reimbursements to be submitted within 45 days.
3. The Reimbursable Expenses Policy shall be revised regarding the home office printer ink/toner provision concerning the vendor to be used and shall read as follows: "Printer ink/toner should be ordered through EriInk. Contact information can be found on SharePoint."
4. The Reimbursable Expenses Policy shall be amended to include the following provision: "All expenses should be submitted via the Abacus system. No hardcopy expense reports will be accepted unless authorized by the School Treasurer."

**Discussion:** Dr. Stewart explained the need to reduce the time frame for submissions of reimbursements related to professional development and tuition. A reduced price for ink/toner was contracted through EriInk making it more cost-effective. Finally, all OHVA employees are required to use the Abacus system for reimbursement submissions.

<b>Moved:</b> Wise	<b>Seconded:</b> Richardson	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**Motion IV: Resolution regarding Internet Service reimbursement for employees**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby deletes the provision for Internet Service under the Reimbursable Expenses Policy in the Employee Handbook and approves the following policy to be immediately inserted in the Employee Handbook and disseminated to all OHVA employees:

Internet service will be reimbursed quarterly upon receipt of internet invoices at a maximum reimbursement of \$60 per month. If internet is bundled with phone and cable the invoice must show the exact cost of internet within the bundle. OHVA cannot reimburse for taxes when internet bills are bundled with home services. Wi-Fi, installation fees and late fees are not reimbursable.



**Discussion:** Dr. Stewart reported the monthly internet cost ranged from \$45 - \$130 with the mean less than \$60 per month. Since there is no limit for teachers/staff, there is no incentive for teachers/staff to seek lower cost internet service. Ms. Dorner explained various options available to the Board and that the option requested by K12 to provide a flat amount to each employee, without justification of the actual cost, created potential tax consequences for certain employees. Mr. Moeller agreed there will likely be tax implications. Therefore, the only change to the internet reimbursement policy would be to provide a maximum amount for reimbursement.

<b>Moved:</b> Wise	<b>Seconded:</b> Moeller	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**Motion V: Resolution regarding Incentive Bonus Policy and Salary Increases Policy**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the following policies to be immediately inserted in the Employee Handbook and disseminated to all OHVA employees:

**Incentive Bonus**

Bonuses may be granted at various times during the school year at the complete discretion of the Board. These bonuses are typically awarded at mid-year and end of year. If such bonuses are expected to be granted, the Bonus Pool for these incentive bonuses will be provided in the annual budget approved by the Board. Typically, five percent of the overall salaries budgeted for the school year will be the amount established as the Bonus Pool to provide the incentive bonuses. The Board has complete discretion to amend the annual budget at any time regarding the Bonus Pool. The Head of School shall use the OTES score, along with an overall performance score provided by the staff manager, to determine a numerical score for each employee. The numerical score will rank staff overall which will then be used to determine the percentage of the Bonus Pool to be distributed to each staff member.

**Salary Increases**

Salary increases may be granted on an annual basis to employees at the complete discretion of the Board. If a salary increase is expected to be granted, the salary increase average will be provided in the annual budget approved by the Board. Typically, OHVA budgets for an average increase in salaries from one school year to the next, but this amount is completely at the discretion of the Board. The Head of School shall use the OTES score, along with an overall performance score provided by the staff manager, to determine a numerical score for each employee. The numerical score will rank staff overall



which will then be used to determine the amount of salary increase for each employee being retained for the next school year. The Head of School shall report to the Board at its Annual Meeting the average salary increase received by retained employees from the prior school year.

**Discussion:** Dr. Stewart reported that the auditors this year expressed concern that the bonuses and salary increases were not outlined in any specific policy and not specifically reported back to the Board. These two policies were created to reflect the manner in which bonuses and salary increases are determined.

<b>Moved:</b> Moeller	<b>Seconded:</b> Lopez	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

## 6. Operations

### a. Head of School Report

Dr. Stewart presented a 6-page report showing enrollment at 15,994 with 15.6% special education. In lieu of an in-person professional development meeting at the start of the school year, a virtual PD was provided during which 45 sessions were available to teachers. Enrollment update shows 17,073 with 14.9% special education. There are an additional 6549 students still engaged in the enrollment process with an expected conversation rate of 50%. There are 654 staff members with 96 new staff members. While the cap permitted by the state is 36,000 students, many Board members questioned the capacity of the school's program to handle such a significant increase in enrollment and whether enrollment should be limited. Ms. Zimmerman-Thornhill expressed concerns regarding whether the number of new teachers will be able to provide the quality expected without having much experience in online education. Ms. Dorner explained historically the Board has previously ratified Dr. Stewart's determination to hold enrollment when the school's programs and staffing levels could not meet the enrollment demands. Mr. Vasquez asked about the costs associated with professional development which had been requested at the June Board meeting. Dr. Stewart agreed to provide those numbers at the October Board meeting. Mr. Vasquez also asked again to have the NWEA-OHVA contract from 2018 presented at the October Board meeting, which Dr. Stewart agreed to provide. Mr. Vasquez asked K12 to provide a breakdown as to what is being provided to OHVA for the DCA fees which had been requested but declined by the Board in the budget. Dr. Stewart agreed to provide at the October Board meeting.

### b. Academic Prevention Intervention Policy



**Motion VI: Resolution Regarding 2020-2021 Academic Prevention and Intervention Policy**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the 2020-2021 OHVA Academic Prevention and Intervention Policy (a copy is attached hereto) as recommended by the Senior Head of School and reviewed by the Academic Committee.

**Discussion:** Dr. Stewart explained this policy has been adjusted minimally to address some of the requirements in various regulations and to better explain the process utilized by OHVA.

**Moved:**Zimmerman-Thornhill **Seconded:** Davenport **Vote:**Armdt

	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**7. Compliance**

**a. OCCS Report**

Lisa Burke presented a 3-page Board Brief providing an update as to various legislative issues affecting community schools. Open assurances are currently being completed prior to the school start date of August 24. OCCS received a couple of complaints which were handled by OHVA administration satisfactorily. Dr. Stewart explained that one complaint was the withdrawal of a student for failure to test. ODE explained the 19-20 school year will not be viewed as a failure to test school year because of the pandemic. The Inspector General conducted a special education audit which included review of paperwork and interviews. Johna McClure responded to the audit concerns related to information from 3 years prior. [Ms. Burke became disconnected from the virtual meeting.]

**b. Board Officer Approval**

**Motion VII: Resolution Regarding Board Officers for the 2020-2021 School Year**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby elects the following Board Officers for the 2020-2021 School Year:

President – Stephen Vasquez  
Vice President – Susan Lippens  
Secretary – Jennifer Wise  
Treasurer – Jacob Moeller

**Discussion:** Mr. Vasquez indicated no one had volunteered to accept the role of Secretary. Ms. Wise expressed her willingness to assume that role. The slate of officers was then presented for approval.



**Moved:** Zimmerman-Thornhill **Seconded:** Arndt **Vote:**

Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**c. 2020-21 Board Schedule**

**Motion VIII: Resolution Regarding Regular Meeting Dates**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby sets the following dates for its regular meetings for the remainder of the 2020-2021 school year:

- October 20, 2020
- December 8, 2020
- February 16, 2021
- April 20, 2021
- May 18, 2021
- June 15, 2021

All meetings shall be held at the OHVA offices located at 1690 Woodlands, First Floor, Maumee, OH 43537 beginning at 2 p.m. However, such meetings may be held virtually as permitted by Ohio law. The public is invited and encouraged to attend. The Head of School shall take steps necessary to properly publish these meeting dates consistent with Board policy.

**Discussion:** Dr. Stewart explained these dates are similar to those used during the 19-20 school year. Ms. Zimmerman-Thornhill expressed a desire to see the meetings set for Friday afternoon. The remainder of the Board members preferred Tuesdays for the Board meetings.

**Moved:** Wise **Seconded:** Davenport **Vote:**

Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>



**d. Teacher Evaluation**

**Motion IX: Resolution Regarding Teacher Evaluation Policy**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the Teacher Evaluation Policy, a copy of which is attached hereto, which shall not take effect until August 1, 2021, unless otherwise revoked or amended. The current Teacher Evaluation Policy shall remain effective for FY21. The Head of School is directed to take appropriate steps and provide training sessions to teachers regarding changes to the evaluation process for FY22.

**Discussion:** Mr. Wilkinson explained ODE permitted schools to either use the new OTES 2.0 process for 20-21 or implement it for 21-22. Either way, ODE required the new OTES 2.0 evaluation policy to be approved by September 2020. OHVA is deciding to use the existing policy for 20-21 and then implement the new evaluation process for 21-22. Ms. Dorner indicated she reviewed the policy and made revisions consistent with the requirements.

<b>Moved:</b> Zimmerman-Thornhill	<b>Seconded:</b> Lippens	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**e. Title IX updates**

**Motion X: Resolution Regarding Title IX Policy and Title IX Appeal Committee**

**BE IT RESOLVED THAT** the Board of Trustees of OHVA hereby approves the Title IX Policy and Grievance Procedure, a copy of which is attached hereto. The Head of School is directed to take all steps necessary to implement the policy and the training requirements contained therein. Further, the Board approves the following individuals as the Title IX Appeal Committee: Board President, Board Vice President and Board Academic Committee Chair.

**Discussion:** Ms. VanGrimbergen explained the need for a Title IX policy in order to be compliant with new federal regulations. Training will be provided per the policy and the website will also have the policy and all disclosures necessary. Ms. Dorner explained the policy contains a final appeal step to the Board or Board committee. A discussion concerning the members of the appeal committee and the need for such members to undergo training as decision-makers.

<b>Moved:</b> Zimmerman-Thornhill	<b>Seconded:</b> Moeller	<b>Vote:</b> Arndt	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Davenport	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Kalman	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lippens	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lochbihler	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
		Lopez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>





---

Moeller	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Richardson	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Vasquez	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Wise	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
Zimmerman-Thornhill	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

**8. Other Updates**

**a. K12 Esport League**

Mr. Wilkinson provided an overview of the benefits of an Esport team and the development of varsity and junior varsity teams. K12 is developing a league in which OHVA teams may participate. Ms. Dornier explained that rules will need to be formulated to make sure that all OHVA students have the opportunity to compete for a spot on the OHVA team. Mr. Wilkinson will engage in further development of the Esport team and will return to the Board for approval after interest has been determined.

**9. Upcoming event dates and communications**

**a. Board – October 20, 2020**

Upon motion of Mr. Vasquez to adjourn the meeting, and seconded by Ms. Zimmerman-Thornhill and approved by all members in attendance, the meeting was adjourned at 4:15 p.m.