Minutes of Educational Opportunity Fund
Board of Directors Meeting
May 9, 2014

The New Jersey Educational Opportunity Fund Board of Directors meeting was convened on May 9, 2014 at the Office of the New Jersey Secretary of Higher Education-Educational Opportunity Fund, Trenton, New Jersey.

Welcome and Call to Order/Open Public Meetings Statement – Ms. Bennerson welcomed all of the Board members in attendance. She called the meeting to order at 10:10 a.m., noting for the record that the date, time and location were provided to the Secretary of State and all the major newspapers in the state. She reminded the members that if there is a need to recuse themselves on any agenda item to do so before discussion of the item began.

Board members present - The following Board members were in attendance: Ivette Santiago-Green, Franklin Moore, Lisa Pantel, Bader Qarmout, and Nannette Wright. Participating by telephone conference call were Anthony Falcone and Saara Marte. Also in attendance were Ms. Maretta Hodges – President of EOFPANJ, Secretary of Higher Education Rochelle Hendricks, N.J. Deputy Attorney General Ms. Jennifer McGruther, the EOF Central Office staff and several campus based EOF professional staff members. Members absent: Ms. Susan Grierson and Mr. Nacovin Norman.

Swearing-In of New EOF Board Members: Ms. Jennifer McGruther administered the oath of office individually to all of the new EOF Board members (Quarmout, Wright, Moore, Santiago-Green, and Pantel) who were present in person.

Remarks from Secretary of Higher Education, Rochelle Hendricks: - Ms. Bennerson introduced Secretary Hendricks to the Board and audience of EOF campus professional staff in attendance. Secretary Hendricks welcomed the new Board members on the behalf of Governor Christie, Lt. Governor Guadagno, the Office of the Secretary of Higher Education and all of the campus programs. She added that she is familiar with several of them and aware of the commitment they bring to the issues. In meeting with several new members before this meeting, she found their energy and passion for the work of EOF very evident. She assured the campus program representatives present that the Fund will be in very good hands with the individuals who have been appointed to the Board.
Secretary Hendricks informed the Board that they were inheriting an extraordinary program with dedicated and committed staff in the Office of the Secretary of Higher Education and at our campuses. The EOF program has been extremely important to higher education in New Jersey and at this crossroad EOF is even more critical for the future well-being of our state and its residents. What the board will accomplish in their roles, along with the statewide EOF community, will really set a landmark direction for the country. She expressed her belief that New Jersey has the best educational opportunity program in the nation. To that extent, we can work collaboratively to strengthen the program and set the stage for the well-being of our most vulnerable citizens. Secretary Hendricks elaborated by stating that the work of the Board will drive the future economic prosperity of the nation and, just as important, the social justice that we all are committed to making real for everyone in New Jersey. She acknowledged the exceptional work of her OSHE team, thanking Audrey Bennerson and Janis Flanagan who have stayed the course and been with the program for decades as passionate advocates. She also thanked the campus directors and their staffs for all they do. Secretary Hendricks concluded her remarks by stating “Welcome aboard. We are expecting great things, and those of you who know me know I would expect no less. Thank you for saying yes and we look forward to working with you. We look forward to extraordinary things being done together”.

Minutes of October 8, 2013 Meeting: Since all of the Board members are new and did not attend the October 8, 2013 meeting, a vote for approval of the minutes was not taken.

Resolution 4:14 Approval of Proposed Amendments to N.J.A.C. 9A:11-2.6(d) Undergraduate Grant Amounts and N.J.A.C. 9A:11-3.4(d) Graduate Grant Amounts for Noticing and Public Comment in the New Jersey Register: Ms. Bennerson informed the Board that Resolution 4:14 acknowledges the fact the State of New Jersey has legislatively restructured its public medical and health sciences educational institutions last year. With the restructuring, Rutgers University took over the operation of a number of the medical research programs formerly housed within the University of Medicine and Dentistry of New Jersey (UMDNJ) which no longer exists. The restructuring act in effect also moved Rowan University to the state’s higher education public research university sector, largely due to its growth and expanding importance to the southern part of the state, its partnership with Cooper University Medical School, and its adoption of the medical programs formerly part of UMDNJ at the Stratford campus. Because EOF funds undergraduate and graduate programming and semester grants at these institutions, the restructuring of medical higher education makes it necessary to change the EOF regulations to reflect all of the changes that took place.

Ms. Santiago-Green offered a motion to approve Resolution 4:14 that was seconded by Ms. Pantel.
Ms. Bennerson further explained the actual changes to the regulations. The current EOF regulations governing undergraduate and graduate grant amounts refer to the institutions as “type of institution”. The proposed amendments to the regulations will delete that phrase and replace it with “sector of higher education”. In the undergraduate grant amount regulations at N.J.A.C. 9A:11-2.6(d) the words “and universities” are being added to the state colleges to accurately reflect the name of the higher education sector; and the term “Rutgers, NJIT, UMDNJ-SHRP” is proposed for deletion and replacement with “public research universities”. In the graduate grant amount regulations at N.J.A.C. 9A:11-3.4(d) the “Rutgers, NJIT institution names are proposed for deletion and replaced with the phrase “Public Research Universities”, and “UMDNJ” is proposed for deletion and replaced with “Biomedical and Health Sciences Schools”.

These proposed amendments to the EOF regulations will be submitted to the Office of Administrative Law, where they will be reviewed and processed for publication in the New Jersey Register for a 60-day public comment period. The OSHE/EOF office staff will respond to any comments received from the public and bring the document back to the Board with a resolution for adoption of the proposed amendments.

Ms. Bennerson called for a vote on Resolution 4:14 which was unanimously approved by the members of the Board.
Approval of Proposed Amendments to N.J.A.C. 9A:11-2.6(d) Undergraduate Grant Amounts and N.J.A.C. 9A:11-3.4(d) Graduate Grant for Noticing and Public Comment in New Jersey Register

WHEREAS: The Educational Opportunity Fund Board of Directors is responsible under New Jersey Statute Annotated 71-28 et seq: for the establishment of minimum program regulations for programs funded under this Act; and

WHEREAS: The recent implementation of the New Jersey Medical and Sciences Higher Education Restructuring Act (N.J.S.A. 18A:64M) declared Rowan University (which now includes two medical schools) as a public research university, rather than a state college and university; and

WHEREAS: The Restructuring Act also eliminated the University of Medicine and Dentistry (UMDNJ) and transferred UMDNJ’s School of Osteopathic Medicine in Stratford, NJ to Rowan University, and all other UMDNJ schools in Piscataway and Newark to Rutgers University: and

WHEREAS: This new structure for medical and science higher education requires changes to the EOF undergraduate and graduate grant amount sections of the regulations to achieve consistency in the nomenclature for New Jersey’s sectors of higher education; now, therefore be it

RESOLVED: That the EOF Board of directors approves the following proposed amendments to N.J.A.C. 9A:11-2.6(d) and 9A:11-3.4(d):

(1) replacement of the phrase “type of institution” with the phrase “sector of higher education”;  
(2) add the words “and Universities” to “the State Colleges” to accurately reflect the name of the higher education sector;  
(3) delete the term “Rutgers, NJIT, UMDNJ-SHRP” and replace with “Public Research Universities”;  
(4) in the graduate grant amount regulations [N.J.A.C. 9A:11-3.4(d)] delete the “Rutgers, NJIT” institution names, and replace with the phrase “Public Research Universities”; and also  
(5) in the graduate grant amount regulations [N.J.A.C. 9A:11-3.4(d)] delete “UMDNJ” and replace with the phrase “Biomedical and Health Sciences Schools”; and be it further
RESOLVED: That the attached amendments to N.J.A.C. 9A:11-2.6(d) and 9A:11-3.4(d) will be published for noticing in the New Jersey Register as soon as possible.

Resolution 5:14 Acknowledgement of Class of 2014 EOF Academic Achievement Award Recipients: Ms. Bennerson stated that the award ceremony took place April 25, 2014. She indicated the program was fortunate to have several Board members (Ms. Pantel, Mr. Falcone, Mr. Qarmout and Mr. Norman) attend the ceremony. Award certificates were presented to 767 graduating seniors in four different award categories:

- **Distinguished Scholars**—students who maintained a cumulative grade point average of 4.0 throughout their undergraduate career (6 recipients);
- **Outstanding Academic Achievement**—students who consistently maintained a cumulative grade point average of 3.99 - 3.50 (380 recipients);
- **Academic Achievement**—students who consistently maintained a cumulative grade point average of 3.49 - 3.20 (349 recipients); and
- **Outstanding Achievement**—presented to one graduating senior nominated by each participating campus EOF program who best exemplifies the spirit and intent of the program.

A motion for approval of Resolution 5:14 was offered by Mr. Qarmout and seconded by Ms. Pantel.

Ms. Bennerson shared a copy of the 2014 “Spotlight” document with the members of the Board. Each participating undergraduate EOF program was asked to spotlight one graduating EOF senior by providing a brief biography of the student. All of the students who were awarded certificates and provided authorization for their names to be published appear in the “Spotlight”, but each institution highlighted one student.

Ms. Marte asked if the graduate award ceremony was an annual event. Ms. Bennerson replied that the staff attempts to make it an annual event based on available funding to sponsor the ceremony. For the past two years the Central Office has been fortunate that funding has been available. She further expressed her hope that the function can continue for the 2014-2015 academic year. If not, student certificates would be generated for distribution on campus by the individual programs.

Mr. Falcone commented that the ceremony was quite moving to see the students excited about their accomplishments and beaming with pride. He also commended the staff for hosting such a pleasant event.
Ms. Marte also inquired about the selection process for the student awards ceremony. Ms. Bennerson stated that the students receiving awards are graduating seniors who fit in the three award categories based upon their cumulative grade point average. The students are then nominated for the award by the EOF program director.

Resolution 5:14 was unanimously approved.

RESOLUTION 5:14

Acknowledgment of the Class of 2014 EOF Academic Achievement Award Recipients

WHEREAS: The EOF Board of Directors is authorized by N.J. S.A. 18A71-28 through 40 to identify, recruit and provide financial assistance to needy students who are residents of New Jersey to attend institutions of higher education in our state; and

WHEREAS: The Class of 2014 EOF graduating seniors includes 767 students who have consistently excelled personally and academically throughout their undergraduate careers; and

WHEREAS: The New Jersey colleges and universities that participate in EOF have nominated students from their programs for the following EOF award categories;

- **Distinguished Scholars**: presented to seniors who have consistently maintained a cumulative grade point average of 4.00
  (6 recipients);
Outstanding Academic Achievement: presented to seniors who have consistently maintained a cumulative grade point average of 3.99-3.50 (380 recipients);

Academic Achievement: presented to seniors who have consistently maintained a cumulative grade point average of 3.49-3.20 (349 recipients); and

Outstanding Achievement: each participating campus EOF program may nominate one graduating senior who best exemplifies the spirit and intent of the Educational Opportunity Fund program. There is no grade point average requirement for this award and students can receive this award as well as an award in one of the other three categories (40 recipients); now, therefore be it

RESOLVED: That the EOF Board of Directors acknowledges the achievements of these 767 students; and be it further

RESOLVED: That the EOF Board of Directors offers these students their congratulations and encouragement to continue their education and to set high career goals; and be it further

RESOLVED: That the EOF Board anticipates that these students will fulfill the mission of the New Jersey Educational Opportunity Fund through the significant contributions they will make in their communities and in society as a whole.

Resolution 6:14 Approval of Preliminary Fiscal Year 2015 Allocations - Article III and Article IV Summer Program, Article IV Academic Year Program Support, and Article III Academic Year Undergraduate and Graduate Grants: Ms. Bennerson introduced Resolution 6:14 which seeks the Board’s approval of preliminary fiscal year 2015 allocations of Article III and Article IV funds to support the 2015 summer program, academic year program support funds and academic year undergraduate and graduate student grant funds. The preliminary allocations are based on the Governor’s FY 2015 budget recommendations which were announced in late February 2014 and once again call for level funding for the EOF program.

Mr. Bader Qarmout recused himself from the discussion and vote on Resolution 6:14 as he is an adjunct member of the faculty at the County College of Morris and Centenary College and both institutions receive EOF funding.
Ms. Bennerson further elaborated that funding for the EOF programs comes in two separate appropriations. Article III - Opportunity Grants fund the summer pre-freshman program, summer attendance for renewal students, and academic year undergraduate and graduate student grants and were recommended for an appropriation of $26,019,000. Article IV Supplemental Education Grant funds received a recommended appropriation of $12,803,000. Article IV funds are used by the participating colleges and universities to fund their 12-month campus programs’ support services (assistant directors, counselors, tutoring, student leadership development, educational materials & supplies, and travel), and for summer program support services. Institutions are required to cover the EOF director’s salary which is considered part of the institution’s dollar for dollar match of Article IV funds. Over the last eight years, EOF has experienced a reduction in funding followed by multiple years of level annual appropriations, while the cost of attending college continues to increase. The Board members were asked to review the summary of the EOF/OSHE staffs’ recommendations for allocation of the FY 2015 Article III and Article IV funds found on page 24 in the materials.

In the funding allocation process the staff always begins with the recommended appropriation and adds to that any prior year refunds and balances on hand to determine its total available resources. The Article III student grant payment process for the academic year ends on March 15th annually. At its conclusion institutions are no longer able to request grant funds for new and/or continuing students to participate in the program. The OSHE/EOF office “sweeps” each institution of any Article III funds they have not used by that date and those funds may then be applied to the upcoming summer program. The Article III student grant recommendation before the Board for approval therefore, begins with the $26,019 million Governor’s recommended appropriation for FY15 and adds the fiscal year 2014 spring payment balances of $514,935 that will also be applied to the Article III allocations.

The EOF Central Office staff’s recommendation for Article III summer program allocations totals $9,285,674. The staff’s proposed budget holds the summer 2014 campus programs’ level funded at the amount received to operate last year’s summer programs. In order to accomplish that goal, the staff was able to add limited FY14 Article IV (i.e., $189,348) to the total available resources for summer 2014. The total summer 2014 – FY15 program funding presented for Board approval is $9,475,022.

For Article IV program support funding in FY15, the Governor’s recommended appropriation is $12,803,000. The EOF Central Office staff budget allocates the total appropriation to the campus programs for the academic year and uses prior year refunds and balances in the amount of $144,628 to fund the “Central Initiatives” budget category. Central Initiatives includes
program activities that benefit all campus EOF programs, such as the cost of the graduate academic achievement awards ceremony, registration fees for EOF professional staff to attend sponsored training and conferences, and the annual Counselor Training Institute. The Board was requested to approve a total allocation of $12,947,628 in Article IV to support the campus programs for FY 2015 (at $12,803,00) and end of year refunds of $144,628 to support Central Initiatives in the year going forward.

The staff’s recommendation to the Board for Article III academic year 2014-2015 undergraduate student grants was for an allocation of $16,137,147. This will provide the same amount of funding that each program expended in AY 2013-2014 as of March 15, 2014, making it possible for the programs to enroll the same number of students in the next academic year that they served this past year.

The recommendation for academic year 2014-2015 EOF graduate grant funding includes allocations increases for the School of Pharmacy and the School of Public Health at Rutgers University as a result of the nomenclature change for the sectors (see Resolution 4:14). Both schools now fall under the Biomedical and Health Sciences sector for graduate grant funding, which entitles students to a larger EOF academic year grant than the other graduate school sectors. The staff requested the Board’s approval of graduate grant allocations at a total of $752,650 for new academic year.

The Board was also asked to reserve academic year Article III grant funds in the amount of $358,464 for student grant appeals which gives the staff the flexibility to respond to fluctuations in undergraduate student enrollment among the programs, without waiting until the next Board meeting for approval of revised Article III allocations. As an example, appeals may be made for eligible students who graduate from county colleges in the fall semester and then apply for EOF grant funding at senior institutions they transfer to. Having these reserved funds allows the Central Office staff to respond to institutional appeals for additional funding.

Ms. Santiago-Green offered a motion to approve Resolution 6:14 and Mr. Moore seconded the motion.

During discussion before the vote the board had several question. The first asked if the reserved funds could only be used for EOF students transferring from one institution to another or can they be used to provide a first grant to a student who had not received EOF previously. Ms. Bennerson explained that the EOF regulations dictate a funding priority process. The first priority is to those students currently receiving EOF student grant funds and we refer to those students as renewal students. The second priority are first-time, full-time freshman or initial
students. These are students who the institutions are currently recruiting to participate in their summer programs. The third priority is transfer students who received an EOF Article III grant at an institution in New Jersey. These students may be transfers from a county college to a senior institution or EOF students who transfer from one senior institution to another in the state. The fourth priority is EOF students who were not enrolled during the previous academic year and return to college. The fifth and last priority is for those students who meet the EOF eligibility criteria but do not fit into the other four categories. The reality is that students in the fifth category rarely receive EOF grants because of limited funding.

The second question regarded why funding provided to the programs varies from institution to institution, sector to sector, and if that is based on the type of programs they have instituted. The variation in program funding has more to do with history and the programs designed by each institution, Ms. Bennerson responded. She added that the EOF Board has not altered the way campus EOF program’s Article III or Article IV funds are allocated in approximately twenty years. When EOF received regular increases in its appropriation in the past, the Board put aside a portion of the increases to provide incentive funding. The Board also funded programs based solely on an assessment of student outcomes in the early 1990’s and some programs became “richer” than other programs. However, the EOF Central Office staff has not recommended any funding formulas that would change campus programs’ funding levels in the last twenty years.

Ms. Flanagan asked if the question the Board member posed also referred to the difference in student grant amounts per sector. Ms. Bennerson elaborated that the Article III student grant amounts are established in the EOF regulations. The undergraduate student grant awards for students enrolled at senior public institutions is $1,400 for the academic year (fall and spring semester combined), county colleges - $1,050 and independent colleges and universities - $2,500. It was observed then that institutions with large Article III student grant allocations can technically fund more students and Ms. Bennerson indicated that it is possible to provide semester grants to more students if the maximum grant is not awarded.

The staff was also asked how many students are enrolled at each institution. Ms. Bennerson indicated that information can be found on page 31 of the EOF Board materials which displays the academic year Article III undergraduate and graduate student grant allocations. The column headed “# student paid AY 13-14” lists the student enrollment for each program, by institution.

The Board was interested in what happens to students who decide not to complete their degree. Ms. Bennerson indicated that sometimes students withdraw for a semester or academic year and then decide to return to their original institution or transfer to a different institution. Others may sit out of college temporarily to pursue employment opportunities. Ms. Bennerson added that
although a student may dropout after the start of a semester, it is possible they have incurred a bill from the college or university that has to be satisfied. Unless the student drops out before they incur a bill, the EOF funds are not returned to the State and the student has used a semester of grant eligibility.

Resolution 6:14 was approved by the Board members with one reclusion by Mr. Qarmout.

RESOLUTION 6:14

RESOLUTION APPROVING PRELIMINARY ALLOCATIONS FOR THE FISCAL YEAR 2015 EDUCATIONAL OPPORTUNITY FUND PROGRAM, including:

- Article III and Article IV Allocations for the Summer 2014 - Fiscal Year 2015 Program;
- Article IV Academic Year 2014-2015 Program Support Allocations; and
- Article III Academic Year Undergraduate and Graduate Student Grants

WHEREAS: Governor Christie has recommended level appropriations for EOF Opportunity Grants (Article III) and Supplemental Education Grants (Article IV) in his budget for 2015; and

WHEREAS: The EOF Board of Directors has the responsibility for evaluating and approving the allocations of each participating program; and

WHEREAS: The Board reaffirms its long-standing policy of protecting academic year grants to individual students as its first priority; and
WHEREAS: The Board also reiterates its policy of maintaining quality programs; and

WHEREAS: Staff recommendations for the distribution of available fund is summarized in Attachment A; now therefore, be it

RESOLVED: That Fiscal Year 2014 Article III refunds and end of year balances currently totaling $514,935 be allocated to front-fund the summer program activities as provided in the budget language; and be it further

RESOLVED: That Fiscal Year 2014 Article IV refunds totaling $189,348 be allocated to front-fund the summer program activities as provided in the budget language; and be it further

RESOLVED: That the remaining Fiscal Year 2015 Article III sum of $8,770,739 be allocated to Summer 2014 to provide a grand total of $9,475,022 in Articles III and IV, which is equivalent to level funding allocations approved by the Board last year to fund the summer 2013 program. These funds shall be distributed according to Attachment B; and be it further

RESOLVED: That the Board shall allocate FY 2015 Article IV academic year program support funds in the amount of $12,803,000 to provide support services to an anticipated 12,083 undergraduate students in the academic year. These funds shall be distributed according to Attachment C; and be it further

RESOLVED: That as included in Attachment C, the Board approves the use of $144,628 in end of year Article IV funds carried forward to FY 2015 to support training and development opportunities for EOF campus professional staff - targeted to best practices in student retention and graduation methods for the population the Fund serves, and be it further

RESOLVED: That the Board shall allocate $16,137,147 of the FY 2015 Article III recommended appropriation to support academic year 2014-2015 EOF semester grants for 12,083 undergraduate students and $752,650 for 234 graduate students. These funds shall be distributed according to Attachment D; and be it further

RESOLVED: That the Board shall give the EOF Statewide Director the authority to make adjustments to the FY 2015 preliminary allocations proposed, if additional funds
become available at the end of FY 2014, and report those changes to the Board at subsequent EOF Board meeting(s); and be it further

RESOLVED: That these preliminary allocations are based on the Governor’s FY 2015 budget recommendations, plus anticipated end of FY 2014 balances and refunds. In the event that sufficient funds are not available or if funds are increased in the final FY 2015 Appropriations Act, these allocations will be adjusted for subsequent Board consideration.

EOF Statewide Director’s Report: Ms. Bennerson expressed her pleasure with having a new EOF Board of Directors. She took the time to introduce the current members of the EOF Central Office staff: Ms. Janis Flanagan, Assistant Director who is responsible for serving as the liaison to the public research universities and state colleges and universities, as well as contracting and budgeting; Ms. Barb An Sanders, EOF accountant is responsible for reviewing the campus programs’ expenditure reports and the disbursement of EOF Article III student grant payments and Article IV grant funds to the colleges; and Ms. Shakia Williams, undergraduate grant payment coordinator. There is a vacancy on the staff which is Ms. Bennerson’s former position as EOF Assistant Director. Therefore, while serving as the Statewide EOF Director, she also continues to serve as the liaison to the independent colleges and universities, and the county colleges.

Ms. Bennerson informed the Board members that a legislative audit of the EOF program is currently being conducted. The audit started in April of 2013 and was to be concluded within six months. However, it does not appear that a termination date is on the near horizon. The results of the audit will be shared with the members of the Board as soon as received.

The EOF campus program professional staff attending the meeting were asked to briefly introduce themselves to the members of the Board.

Remarks/Comments EOFPANJ President: Ms. Bennerson introduced Ms. Maretta Hodges, President of the Educational Opportunity Fund Professional Association of New Jersey (EOFPANJ). Ms. Hodges welcomed the new EOF Board members and shared that in addition to being President of EOFPANJ she is also the EOF Director at Bloomfield College and a proud EOF alumni. She indicated her passion for EOF and said that the Board will understand soon how EOF is truly life changing. Ms. Hodges explained that the EOFPANJ represents 28 public institutions and 13 independent colleges, and has an executive board comprised of 21 EOF campus professional staff members. Since the EOF Board’s last meeting in October 2013, the
EOFPANJ held a spring conference in Atlantic City. She provided the Board members with the 2014 EOFPANJ spring conference program book which provides details about the workshops offered and other information about the program. Ms. Hodges shared that the next EOFPANJ event will take place June 10-12, 2014 at Georgian Court University where the association in conjunction with the EOF Central Office will host the annual Counselor Training Institute (CTI). The CTI provides new EOF counselors, as well as seasoned counselors, with additional training. An invitation was also extended for the Board members to visit EOF pre-freshman summer programs. Ms. Hodges stated that the pre-freshman programs are where the change in the EOF students begins. She described the EOF entering freshman as roses who do not realize what they are yet. With nurturing and watering, which begins with the summer program, the students begin to realize their full potential. Ms. Bennerson assured the EOF program professional staff that she will be sharing the summer program schedules that she has received from the campus programs with the members of the Board.

**New Business:** Ms. Bennerson called the Board members attention to the travel reimbursement forms that were placed near their nameplates and asked that they complete the document and return it to the EOF Central Office so travel reimbursement can be processed for them. She also reminded Board members that they will be contacted by the Office of the Secretary of Higher Education’s ethics officer to complete on-line ethics training.

**Date of Next Meeting:** The next meeting of the Board will be an orientation for the new members. The tentative dates offered were June 26th and June 27th, which would make it possible for the Secretary of Higher Education to participate in the orientation session. The members will be contacted in the following week to confirm the date.

Mr. Qarmout expressed his thanks to the EOF staff throughout the State, particularly those who are alumni who not only received the benefits of the program but have also given back.

Ms. Bennerson asked the Board members present to introduce themselves to the audience.

**Adjournment:** Mr. Qarmout offered a motion for adjournment that was seconded by Mr. Moore and unanimously approved.