



Meeting Minutes

Utah State Board of Education

Utah State Board of Education Board Meeting,
Utah School for the Deaf and Blind (USDB),
USB E Work Session, and
Continued Business from the previous
meeting on September 3, 2026.
Time: 1:00 to 4:00 PM

A regular meeting of the Utah State Board of Education was held on September 4, 2026. Chair Hymas presided. As authorized by Utah Code 52-4, this meeting was held at the state board offices, 250 E. 500 S, Salt Lake City, Utah. The public can view the discussion through live YouTube streaming.

Members Present

Board Chair Matt Hymas
First Vice-Chair Amanda Bollinger
Second Vice-Chair LeAnn Wood
Member Cole Kelley – in person and virtual
Member Randy Boothe
Member Cindy Davis
Member Christina Boggess - virtual
Member Rod Hall - virtual
Member Carol Lear

Member Sarah Reale
Member Jennie Earl
Member Joseph Kerry
Member Erin Longacre
Member Emily Green – in person and virtual
Member Joann Brinton – in person and virtual

Executive Staff Present

Dr. Molly Hart, State Superintendent
Scott Jones, Deputy Superintendent
Leah Voorhies, Deputy Superintendent

Minutes were taken by:

Cybil Prideaux, Executive Assistant

Others present

Kelsey James, Board Communication Director, Lora Cooper, Assistant Attorney General; Deborah Jacobson, Assistant Superintendent; Elisse Newey, Assistant Superintendent; Aaron Wilson, Assistant Superintendent; Susan Patton, Assistant Superintendent; Dwight Overgaard, Cindy Andersen, Vicky Summers, Vanessa Barnes, Ben Rasmussen, Jerry Record, and Candace George.

Chair Hyman called the meeting to order at 1:04 PM.

Utah School for the Deaf and the Blind (USDB) Board Meeting

Public Comment for Utah School for the Deaf and Blind (USDB)

The board heard from Royce VanTassel.

- The public may sign up to share public comments at publiccomment@schools.utah.gov.
- The public may send written public comments to the Board at board@schools.utah.gov
- Public comments are limited to 2 minutes per person.
- A comment can express support or dissent for regulatory action.
- Individuals should refrain from using public comments to complain about personnel issues or attack or defame another individual.
- Speakers making a highly detailed or complex comment should also consider providing a written outline of their words to the Board.
- Please remember that children may hear your comments. Be thoughtful and professional.
- Keep your comments appropriate for a general audience. If you have material with explicit language or content, submit such material in writing to the Board at board@schools.utah.gov

Monthly USDB Budget Update

USBE Assistant Superintendent of Operations Deborah Jacobson provided board members with a monthly USDB financial update.

USDB Committee Standing Committee Report/Recommendations – (Items duplicated from the August 11, 2026, meeting).

2.16 Access Control and Classroom Security

MOTION was made by Member Wood that the Board approve the Access Control and Classroom Security Policy, Draft 2, on second and final reading.

The motion passed unanimously.

14 IN FAVOR: Members Reale, Brinton, Wood, Kelley, Davis, Longacre, Bollinger, Earl, Boggess, Hymas, Kerry, Green, Boothe, and Lear.

1 ABSENT: Member Hall.

8.25 Earmold Policy

MOTION was made by Member Wood that the Board approve the USDB Policy 8.25 Earmold, Draft 2, on second and final reading.

The motion passed unanimously.

14 IN FAVOR: Members Reale, Brinton, Wood, Kelley, Davis, Longacre, Bollinger, Earl, Boggess, Hymas, Kerry, Green, Boothe, and Lear.

1 ABSENT: Member Hall.

1.02 USDB Administration and Leadership

MOTION was made by Member Wood that the Board approve the repeal of the USDB Policy 1.02 USDB Administration and Leadership, on second and final reading.

The motion passed unanimously.

14 IN FAVOR: Members Reale, Brinton, Wood, Kelley, Davis, Longacre, Bollinger, Earl, Boggess, Hymas, Kerry, Green, Boothe, and Lear.

1 ABSENT: Member Hall.

USBE Study Session

Trust System Annual Report

Representatives from the Utah Trust System provided an annual report to the Utah State Board of Education, providing an update on trust land management, management of the Permanent State School Fund, the work of the Advocacy Office, and the increasing annual distribution to public schools through the School LAND Trust Program.

- Kira Bennett, Director, School Children's Trust, Utah State Board of Education
- Chris Fausett, Deputy Director Energy and Land, Trust Lands Administration
- Peter Madsen, Director and Chief Investment Officer, School and Institutional Trust Lands Administration
- Liz Mumford, Director, School and Institutional Trust Beneficiaries' Advocacy Office

Every Student Succeeds Act (ESSA) Waiver

Overview: The Every Student Succeeds Act (ESSA), passed by Congress and signed by the President in December 2015, is the most recent reauthorization of the Elementary and Secondary Education Act (ESEA), first signed into law in 1965 and reauthorized periodically since then. ESSA is the governing law of the nine title programs dealing with elementary and secondary education federal funding and student civil rights. Utah receives a little over \$300 million in federal funding for public schools, much of it tied into ESSA.

Every Student Succeeds Act (ESSA) United States Department of Education

Utah's ESSA State Plan

The Utah State Board of Education (USBE) submitted an amendment to Utah's current ESSA state plan. The amendments pertained ONLY to ESSA Sections Title 1A and Title III. The state plan went through a number of revisions as state officials worked with federal reviewers to clarify how the state plans met with ESSA's statutory requirements. Utah's current state plan was approved by the United States Department of Education on **June 24, 2026**.

Utah's Revised ESSA State Plan 2026 Utah's Approved State Plan

History

The United States Department of Education requested clarification in December of 2017 and Utah resubmitted its plan in February 2018 in response to Department questions.

The Utah State Board of Education requested a waiver from the United States Department of Education provision ESSA 1111(c)(4)(E)(ii): Improving Basic Programs Operated by Local Educational Agencies, which requires states to count students who opt out of statewide proficiency testing as non-proficient for school accountability purposes.

The Utah State Legislature [Title 53G-6-803: Parental Right to Academic Accommodations](#) does not permit Utah State Board of Education to allow a negative impact upon school grades because of students opting out of statewide tests. Utah's waiver sought to only include students who take the tests for school accountability, but in May 2018 the department *denied the waiver* ruling that non-tested students must be counted as non-proficient students for school accountability.

Unfinished Business

R277-330, Utah Effective Educator Standards (Amendment)

MOTION was made by Member Kerry that the Board approve R277-330, Utah Effective Educator Standards, Draft 1, on second and final reading.

MOTION TO AMEND was made by Member Earl and seconded by Member Kerry that the Board amend Line 164 to read as follows: “(a) Vision - cultivating an ~~[innovative, student-centered]~~ vision and mission centered on student learning that empowers learners through strategic planning and transformative educational skills grounded in effective practices.”

MOTION TO AMEND by Member Boggess and seconded by Member Hall that the Board strike “transformative”

The motion carried.

11 IN FAVOR: Members Wood, Kelley, Boothe, Davis, Earl, Longacre, Boggess, Green, Brinton, Hall, and Kerry.

4 OPPOSED: Members Bollinger, Lear, Hymas, and Reale.

MOTION TO AMEND THE AMENDMENT was made by Member Davis and seconded by Member Lear to amend the amendment: Insert “including innovation” at the end of previous motion.

The motion carried.

8 IN FAVOR: Members Reale, Wood, Boothe, Davis, Earl, Longacre, Lear, and Bollinger.

7 OPPOSED: Members Boggess, Green, Hymas, Brinton, Hall, Kelley, and Kerry.

FINAL MOTION, AS AMENDED

That the Board amend Line 164 to read as follows: “(a) Vision - cultivating a ~~[n-innovative, student-centered]~~ vision and mission centered on student learning that empowers learners through strategic planning and ~~[transformative]~~ educational skills grounded in effective

practices, including innovation.”

The motion carried.

11 IN FAVOR: Members Reale, Wood, Kelley, Boothe, Davis, Earl, Longacre, Green, Bollinger, Hall, and Kerry.

4 OPPOSED: Member Boggess, Hymas, Brinton, and Lear.

MOTION TO AMEND was made by Member Earl and seconded by Member Brinton that the Board amend Line 172 to read as follows: “(c) Culture and Climate - establishing and maintaining a positive [climate that fosters inclusivity for students, staff, and community to ensure all individuals have a sense of belonging, are valued, and are safe] culture that ensures a physically safe environment, meaningful participation, and authentic connections within the school system that includes students, family, and staff members.”

MOTION TO AMEND was made by Member Boggess and seconded by Member Bollinger that the Board strike “meaningful.”

The motion failed.

4 IN FAVOR: Members Kelley, Green, Boggess, and Bollinger.

11 OPPOSED: Members Reale, Wood, Boothe, Davis, Earl, Longacre, Lear, Hymas, Brinton, Hall, and Kerry.

MOTION TO AMEND was made by Member Lear and seconded by Member Reale that the Board amend the motion to read “that ensures a physically, academically, and emotionally safe environment.” And replace “by” with “that includes”

The motion failed.

3 IN FAVOR: Members Lear, Boothe, and Reale.

12 OPPOSED: Members Wood, Kelley, Davis, Earl, Longacre, Green, Bollinger, Hall,

Kerry, Boggess, Hymas, Brinton.

MOTION TO POSTPONE was made by Member Hymas and seconded by Member Bollinger that the Board postpone Items R277-330, Utah Effective Educator Standards (Amendment) and R277-305, School Leadership License Areas of Concentration and Programs (Amendment)

The motion carried.

12 IN FAVOR: Members Wood, Davis, Earl, Longacre, Bollinger, Hall, Kerry, Hymas, Brinton, Lear, Boothe, and Reale.

3 OPPOSED: Members Boggess, Green, and Kelley.

MOTION TO AMEND THE AMENDMENT was made by Member Bollinger and seconded by Member Lear that the Board amend the motion to read as follows: strike “ensure a physically” and replace with “Fosters a safe environment”

The motion carried.

9 IN FAVOR: Members Reale, Brinton, Wood, Kelley, Davis, Longacre, Bollinger, Boothe, and Lear.

4 OPPOSED: Members Boggess, Kerry, Green, and Earl.

1 ABSTAINED: Member Hymas.

1 ABSENT: Member Hall.

Member Bollinger motioned to replace “by” with “that includes” – without the Board opposition the change was added to the motion.

FINAL MOTION, AS AMENDED

The motion carried.

12 IN FAVOR: Members Lear, Reale, Longacre, Kerry, Brinton, Bollinger, Hymas, Wood, Kelley, Boothe, Davis, and Earl.

2 OPPOSED: Members Boggess and Green.

1 ABSTAINED: Member Hall.

MOTION TO AMEND was made by Member Earl and seconded by Member Brinton the Board amend Line 180 to read as follows: “(e) Systems improvement - strategically designing, implementing, and sustaining coherent systems grounded in evidence-based inquiry, shared accountability, adaptive leadership, and continuous data informed school improvement to build systems, norms, and pathways leading to student success and organizational capacity ~~and to support each student’s academic success and well-being~~.”

MOTION TO AMEND THE AMENDMENT was made by Member Earl and seconded by Member Davis that the Board amend the motion to remove “systems”

The motion passed unanimously.

15 IN FAVOR: Members Reale, Wood, Kelley, Boothe, Davis, Earl, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

MOTION, AS AMENDED

The motion carried.

11 IN FAVOR: Members Reale, Wood, Kelley, Boothe, Davis, Earl, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

4 OPPOSED: Members Bollinger, Wood, Lear, and Reale.

MOTION was made by Member Earl and seconded that the Board amend Line 186 to read as follows: “(g) Instructional Leadership - ensuring the use of effective teaching strategies that optimize rigorous, student[~~-centered~~] learning and growth, assessment practices that inform and promote effective teaching, and interventions for individual student learning needs.”

The motion carried.

13 IN FAVOR: Members Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boggess, Boothe, Davis, Earl, and Hall.

2 OPPOSED: Members Reale and Lear.

FINAL MOTION, AS AMEND

The motion carried.

14 IN FAVOR: Members Lear, Reale, Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boothe, Davis, Earl, and Hall.

1 OPPOSED: Member Boggess.

R277-305, School Leadership License Areas of Concentration and Programs (Amendment)

MOTION was made by Member Kerry that the Board approve R277-305, School Leadership License Areas of Concentration and Programs, Draft 1, on second and final reading.

The motion carried.

13 IN FAVOR: Members Reale, Wood, Kelley, Boothe, Davis, Earl, Longacre, Lear, Hymas, Brinton, Bollinger, Hall, and Kerry.

2 OPPOSED: Members Boggess and Green.

Requests for Statutory Changes

MOTION was made by Member Boggess and seconded by Member Green that the Board direct staff to work with a legislator to remove the educator evaluation system provisions (53E-5-501) from code.

The motion passed unanimously.

15 IN FAVOR: Members Reale, Wood, Kelley, Boothe, Davis, Earl, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

MOTION was made by Member Davis and seconded by Member Boothe that the Board direct staff to work with the legislature to consider giving LEAs legal and financial immunity for the portions of the school fees code, 53G-7-504, that conflict with the permanent injunction, as they seek consistency.

The motion passed unanimously.

14 IN FAVOR: Members Reale, Wood, Kelley, Boothe, Davis, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

1 ABSENT: Member Earl.

MOTION was made by Member Bollinger and seconded by Member Kerry that the Board direct staff to prepare a policy request to repeal Utah Code Subsection 53E-6-604(6).

The motion carried.

8 IN FAVOR: Members Reale, Wood, Boothe, Davis, Longacre, Lear, Brinton, and Bollinger.

7 OPPOSED: Members Earl, Kerry, Kelley, Hymas, Boggess, Hall, and Green.

MOTION was made by Member Boggess and seconded by Member Green that the Board direct staff to work with legislators on the three policy requests advocated by the Audit Committee:

Amendments to the LEA Internal Audit Act, Parameters for Sex Offenders Being on School Property or Attending School Sponsored Activities, and Parameters for Criminal Trespass on School Property.

MOTION TO DIVIDE was made by Member Bollinger and seconded by Member Lear.

The motion carried.

14 IN FAVOR: Members Reale, Lear, Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boggess, Boothe, Earl, and Hall.

1 ABSTAINED: Member Davis.

FIRST DIVIDED MOTION

That the Board direct staff to work with legislators on the policy requests advocated by the Audit Committee: Amendments to the LEA Internal Audit Act.

SUBSTITUTE MOTION was made by Member Kerry and seconded by Member Longacre that the Board work with staff to clarify the language of LEA Internal Audit Act citing 53G-7-402(2)(a),(2)(b), (3)(a) and (3)(b) and the Utah Internal Audit Act.

MOTION TO AMEND was made by Member Kerry and seconded by Member Longacre that the Board and in light of the “Best practice handbook maximizing the value of internal audit” audit.

The motion passed unanimously.

15 IN FAVOR: Members Davis, Reale, Lear, Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boggess, Boothe, Earl, and Hall.

SUBSTITUTE MOTION, AS AMENDED

The motion carried.

14 IN FAVOR: Members Davis, Lear, Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boggess, Boothe, Earl, and Hall.

1 OPPOSED: Members Reale.

SECOND DIVIDED MOTION

That the Board direct staff to work with legislators on the policy request: Parameters for Sex Offenders Being on School Property or Attending School Sponsored Activities.

The motion carried.

10 IN FAVOR: Members Longacre, Kerry, Brinton, Green, Hymas, Kelley, Boggess, Davis, Boothe, and Hall.

2 OPPOSED: Members Lear and Reale.

3 ABSTAINED: Members Wood, Bollinger and Earl.

THIRD DIVIDED MOTION

That the Board direct staff to work with legislators on the policy request: Parameters for Criminal Trespass on School Property.

The motion carried.

13 IN FAVOR: Members Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boggess, Davis, Boothe, Earl, and Hall.

2 OPPOSED: Members Lear and Reale.

Draft Legislative Funding Requests for the 2027 General Session

MOTION was made by Member Earl and seconded by Member Kerry that the Board change our special education funding request to add 1 WPU instead of 1.5 WPUs per special education self-contained WPU and then shorten the phase in from 10 years to 5 years.

For fiscal year 2028, request a decrease of new income tax revenue going to the PEESRA from 15% to 12% and utilize those savings to fund year 1 of the funding request (aprox. \$12 million) for special education self-contained WPU and start a cost differential special education study over the next year, with \$200,000 set aside from the FML fund for that study.

The motion passed unanimously.

14 IN FAVOR: Members Earl, Reale, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

1 ABSENT: Member Davis.

MOTION was made by Member Wood and seconded by Member Bollinger that the Board move the early literacy funding request forward to the Board ranking vote.

The motion carried.

12 IN FAVOR: Members Davis, Earl, Reale, Wood, Boothe, Longacre, Lear, Hymas, Brinton, Bollinger, Hall, and Kerry.

1 OPPOSED: Member Boggess.

1 ABSTAINED: Member Green.

1 ABSENT: Member Kelley.

MOTION TO AMEND was made by Member Boggess and seconded by Member that the Board strike “Board ranking vote” and replace with “staff.”

The motion failed.

3 IN FAVOR: Members Boggess, Green, and Brinton

11 OPPOSED: Members Davis, Earl, Reale, Wood, Boothe, Longacre, Lear, Hymas, Bollinger, Hall, and Kerry.

1 ABSENT: Member Kelley.

MOTION was made by Member Hall and seconded by Member Boggess that the Board move forward the Internal Audit Hotline FTE and the IT Budget Increase to the Board ranking vote.

The motion carried.

10 IN FAVOR: Members Reale, Kerry, Brinton, Green, Hymas, Wood, Boggess, Davis, Earl, and Hall.

4 OPPOSED: Members Bollinger, Lear, Longacre, and Boothe.

1 ABSENT: Member Kelley.

MOTION TO DIVIDE was made by Member Bollinger and seconded by Member Lear.

The motion failed.

6 IN FAVOR: Members Boothe, Longacre, Davis, Bollinger, Lear, and Wood.

8 OPPOSED: Members Kerry, Boggess, Green, Hymas, Brinton, Hall, Earl, and Kelley.

MOTION TO POSTPONE was made by Member Earl and seconded by Member Kerry that the Board continue item 9.2. Requests for Statutory Changes and 9.3. Draft Legislative Funding Requests for the 2027 General Session in the September 4, Unfinished Business agenda item.

Without objection the Board postponed the two agenda items.

Board Member Sarah Reale was excused.

MOTION TO AMEND was made by Member Earl and seconded that the Board changing 12% to 10%.

That the Board For fiscal year 2028, request a decrease of new income tax revenue going to the PEESRA from 15% to ~~12~~10% and utilize those savings to fund year 1 of the funding request (aprox. \$12 million) for special education self-contained WPU and start a cost differential special education study over the next year, with \$200,000 set aside from the FML fund for that study.

The motion carried.

14 IN FAVOR: Members Earl, Davis, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

1 ABSENT: Member Reale.charter

MOTION TO AMEND was made by Member Bollinger and seconded by Member Boothe that the Board forward the Self-Contained Special Education Funding to the Board's ranking vote.

The motion carried.

14 IN FAVOR: Members Earl, Davis, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Boggess, Green, Brinton, Bollinger, Hall, and Kerry.

1 ABSENT: Member Reale.

MOTION TO AMEND was made by Member Earl and seconded by Member Wood that the Board forward the UPPAC Critical FTE and Attorney Market-Rate Pay Increase Request, the Early Math Assessment, the Program Evaluation Critical FTE, and the Utah Schools for the Deaf and the Blind request to the Board ranking list.

MOTION TO AMEND was made by Member Davis and seconded by Member Bollinger that the Board add the Master Program request to the Board ranking list.

The motion carried.

12 IN FAVOR: Members Earl, Davis, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Brinton, Bollinger, Hall, and Kerry.

2 OPPOSED: Member Boggess and Green.

1 ABSENT: Member Reale.

MOTION, AS AMENDED

The motion passed unanimously.

14 IN FAVOR: Members Boggess, Green, Earl, Davis, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Brinton, Bollinger, Hall, and Kerry.

1 ABSENT: Member Reale.

MOTION TO AMEND was made by Member Boggess and seconded by Member Kerry that the Board forward the BTS funding request to the Board's ranking list.

The motion carried.

12 IN FAVOR: Members Boggess, Green, Earl, Davis, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Brinton, Bollinger, Hall, and Kerry.

1 OPPOSED: Member Brinton.

2 ABSENT: Members Davis and Reale.

MOTION TO AMEND was made by Member Boggess and seconded by Member Bollinger that the Board forward the Preschool Amendments and the Charter Equity in Literacy 2027 Funding Request to the Board's ranking list.

MOTION TO DIVIDE was made by Member Earl.

The motion carried.

8 IN FAVOR: Members

5 OPPOSED: Members Kelley, Kerry, Wood, Hymas, and Lear.

2 ABSENT: Members Davis and Reale.

FIRST DIVIDED MOTION

That the Board forward the Preschool Amendments to the Board's ranking list.

The motion failed.

7 IN FAVOR: Members Lear, Kerry, Bollinger, Hymas, Wood, Kelley, and Boothe.

6 OPPOSED: Members Earl, Boggess, Longacre, Hall, Brinton, and Green.

2 ABSENT: Members Davis and Reale.

SECOND DIVIDED MOTION

That the Board forward the Charter Equity in Literacy 2027 Funding Request to the Board's ranking list.

The motion carried.

10 IN FAVOR: Members Earl, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Bollinger, Hall, and Kerry.

3 OPPOSED: Member Boggess, Green, and Brinton.

2 ABSENT: Members Davis and Reale.

Member Brinton asked the Board to request permission from the group to change her vote for the Charter Equity in Literacy 2027 Funding Request. There were no objections from the Board.

The motion carried.

11 IN FAVOR: Members Earl, Wood, Kelley, Boothe, Longacre, Lear, Hymas, Bollinger, Hall, Kerry, Brinton.

2 OPPOSED: Member Boggess and Green.

2 ABSENT: Members Davis and Reale.

MOTION was made by Member Longacre and seconded that the Board move forward the Paraprofessional K-3 Grant Program Request of \$20,000,000 from 2026 to the Board ranking list.

The motion carried.

10 FAVOR: Members Earl, Wood, Kelley, Boothe, Longacre, Hymas, Brinton, Bollinger, Hall, and Kerry.

1 OPPOSED: Member Boggess.

3 ABSENT: Members Lear, Davis and Reale.

Consent Calendar

MOTION was made by Member Boothe and seconded by Member Kerry that the Board approve the consent calendar.

The motion passed unanimously.

14 IN FAVOR: Members Lear, Reale, Longacre, Kerry, Brinton, Green, Bollinger, Hymas, Wood, Kelley, Boothe, Davis, Earl, and Hall.

1 ABSENT: Member Boggess.

Approval of Contracts/Agreements

MOTION was made to approve the contracts.

Approval of Meeting Minutes

MOTION was made to approve the meeting minutes as presented.

School Safety Enhancement Grant Application

MOTION was made to that the Board accept the School Safety Enhancement Grant funds, should they be awarded to USBE.

Career and Technical Education (CTE) Approved Programs SY27-28

MOTION was made to that the Board approve CTE programs that meet or exceed the state program standards or outcomes for CTE programs for SY27-28.

ADJOURNMENT

MOTION TO ADJOURN was made by Member Bollinger and seconded by Member .

The motion passed unanimously.

The meeting adjourned at 4:53 PM.

The executive assistant took the meeting minutes.

The minutes are pending approval.

