



Southwick-Tolland-Granville Regional School Committee Regular Meeting

DATE: Tuesday, December 15, 2020

TIME: 5:30 P.M. Executive Session

6:00 P.M. Regular Session

PUBLIC COMMENT – excluding personnel issues

In order that all citizens who wish to be heard before the committee have a chance and to insure the ability of the committee to conduct the district's business in an orderly manner, members of the public viewing online may make comments by sending their comment, along with their name and address, in an email, in advance of, or during, the meeting to superintendent@stgrsd.org. Comments will be read aloud at the meeting during Public Comment. Any comments received after the first comment period will be read in the second Public Comment period.

Improper conduct and remarks will not be allowed. Comments may offer such objective criticisms of the school operations and programs as concern them, but in public session, the committee will not hear personal complaints of school personnel nor against any member of the school community.

Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.



AGENDA

- I. Executive Session (5:30 p.m.)**
- II. Routine (6:00 p.m.)**
- III. Public Comment (excluding personnel issues)**
- IV. Student Advisory Report**
- V. Educational Presentation**
- VI. Policies**
- VII. Action Items**
- VIII. Reports**
- IX. Sub Committees and Liaisons**
- X. Public Comment (excluding personnel issues)**
- XI. Committee Discussion**
- XII. Adjournment**

I. ROUTINE

A. Attendance

B. Opening Ceremony – None

D. Secretary's Report

- A. Move to accept the 12/1/2020 Meeting Minutes

E. Warrants – have been be emailed, please sign and return

F. Correspondence

- MCAS update from commissioner
- Student Learning Time Survey
- Excess and Deficiency Calculation



A message from the
Massachusetts Department of
Elementary and Secondary Education

December 7, 2020

[View this email in your browser](#)

Commissioner's WEEKLY UPDATE

News from Commissioner Jeffrey C. Riley and the Massachusetts Department of
Elementary and Secondary Education

Contents:

1. [Updates to MCAS and ACCESS Schedules and Participation](#)
2. [Mask Distribution](#)
3. [BinaxNOW Tests](#)
4. [Health and Physical Education During COVID-19](#)
5. [Student Opportunity Plans](#)
6. [Safe Schools Program for LGBTQ Students](#)
7. [Local Contribution Study Released](#)
8. [For Your Info: Technovation Girls Massachusetts Challenge](#)

1. Updates to MCAS and ACCESS Schedules and Participation:

In recognition of the scheduling and logistical challenges that schools and districts are experiencing, DESE is adjusting the schedules and expectations for

MCAS high school testing and ACCESS testing as follows:

January-February High School MCAS ELA and Mathematics Tests:

- Students in grade 11 (class of 2022) **will no longer participate in testing** during the January-February window. Testing for this class in English language arts and mathematics is being postponed until later in the year.
- Students in grade 12 (class of 2021), as well as adult test-takers, **will remain eligible to participate** in one or both tests beginning in January to earn their Competency Determination.
- The testing window for eligible students is extended through Friday, February 12, giving schools an additional week to complete testing. The full testing window will be **Thursday, January 14 through February 12**.

ACCESS for ELLs:

- The testing window for the ACCESS tests is being extended for several months. Schools will be able to administer the ACCESS tests at any time between **Thursday, January 7 and Thursday, May 20**.
- Results will be returned in late summer.

The [statewide testing schedule](#) will be updated shortly to reflect the changes indicated above, and DESE will provide more information in the coming weeks about testing schedules for the remainder of the school year.

07660000 Southwick-Tolland-Granville Regional School District

December 10, 2020

Based on the data submitted in the November Student Learning Time (SLT) survey, Southwick-Tolland-Granville Regional School District is preliminarily **cleared** to meet the new SLT standards set by DESE. Per these standards,

- Remote districts must provide an average of at least 40 hours of synchronous instruction over 2 academic weeks and have no fully asynchronous days in their schedule
- Hybrid districts must provide an average of at least 35 hours of live* instruction over 2 academic weeks
- Blended districts (some combination of In-person, Hybrid, and Remote at various grade levels) must meet the regulation that corresponds with each grade level’s instructional model

*Live instruction is defined as the sum of in-person and remote synchronous instruction.

Please see below for additional information related to the data submitted in your November SLT Survey response. As a reminder, this data reflects your instructional model and schedule as of the week of November 2, 2020. Blank data indicates no survey response.

While this report indicates a preliminary clearance determination based on the four grades collected in the SLT survey, districts are responsible for ensuring that SLT requirements are met across all grades served for the appropriate instructional model.

Summary:

Preliminary Status:	Cleared
Preliminary Reason:	N/A - Cleared
Hybrid additional minutes needed per day over two weeks:	0

Additional Detail:

Instructional Model as of November 2, 2020				
Grade 1	Grade 4	Grade 7	Grade 10	Overall Model
In-person	In-person	Hybrid	Hybrid	Hybrid

Live Instructional Hours as of November 2, 2020				
Grade 1	Grade 4	Grade 7	Grade 10	Average per 2 Academic Weeks
46	46	50	50	50

From: dlssupport@dor.state.ma.us
Sent: Friday, December 11, 2020 7:27 AM
To: mbridges@southwickma.net; treasurer@tolland-ma.com; lfletcher@southwickma.net; selectmen@tolland-ma.com; jdeedy@southwickma.net; rfox@southwickma.net; dmoglin@southwickma.net; Paul Petit; Michelle Grise; STGRSD Superintendent; superintendent@strsd.southwick.ma.us; Steve Presnal; dlsgateway@dor.state.ma.us
Cc: podolakj@dor.state.ma.us
Subject: EXCESS AND DEFICIENCY - Southwick Tolland Granville
Attachments: 6-30-20 E&D Calculation Forms.pdf

Massachusetts Department of Revenue Division of Local Services

Geoffrey E. Snyder, Commissioner

Sean R. Cronin, Senior Deputy Commissioner of Local Services

Southwick Tolland Granville
12/11/2020

Re: EXCESS AND DEFICIENCY - Southwick Tolland Granville

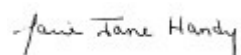
Based upon the unaudited balance sheet submitted, I hereby certify that the amount of excess and deficiency or "E & D" as of July 1, 2020 for Southwick Tolland Granville is:

General Fund \$998,293.00

This certification is in accordance with the provisions of G. L. Chapter 71, §16B½, as amended. The unencumbered funds certified above in excess of five percent of the operating budget and budgeted capital costs for the succeeding fiscal year must be applied to reduce the current fiscal year's assessment. For your district, this excess amount equals \$0.00.

This certification letter will also be e-mailed to the school superintendent, the board of selectmen in each member town and the city council in each member city immediately upon approval, provided an e-mail address is reported in DLS' Local Officials Directory. Please forward to other officials that you deem appropriate.

Sincerely



Mary Jane Handy

Director of Accounts
Massachusetts Department of Revenue

SUBMITTED BY	Steve Presnal	DISTRICT	Southwick Tolland Granville
PHONE	413-569-5391	SUBMISSION DATE	12/07/20
FIELD REP	Jim Podolak	SUBMISSION COMPLETE DATE	12/08/20

EXCESS AND DEFICIENCY CALCULATION

BEGIN:		
UNRESERVED FUND BALANCE/EXCESS AND DEFICIENCY		<u>1,090,631</u>
LESS:		
OTHER RECEIVABLE, OVERDRAWN ACCOUNTS, DEFICITS		
Inventory		<u>13,780</u>
Other Liability		<u>300</u>
Due From		<u>111</u>
IDEA 2020		<u>26,859</u>
Drug Free 2010		<u>600</u>
Coronavirus Relief		<u>39,098</u>
Title I 2012		<u>125</u>
Title I 2014		<u>2,547</u>
IDEA 2019		<u>212</u>
School Lunch		<u>12,288</u>
Circuit Breaker		<u>(7,726)</u>
BHG Wellness 2015		<u>800</u>
2020 Building Improvement		<u>982</u>
2018 Grounds Equipment		<u>1,039</u>
Additional Sheet		<u>1,323</u>
		<u>92,338</u>
TOTAL CERTIFIED UNENCUMBERED EXCESS AND DEFICIENCY		<u>998,293</u>

UNENCUMBERED E & D IN EXCESS OF 5% CALCULATION

OPERATING AND CAPITAL BUDGET		<u>26,162,612</u>
5% OF BUDGET		<u>1,308,131</u>
TOTAL IN EXCESS		<u>-</u>

REVIEWED BY:	<i>Jim Podolak</i>	PLEASE SEE CERTIFICATION LETTER
DATE:	12/8/2020	FOR DIRECTOR OF ACCOUNTS APPROVAL

II. PUBLIC COMMENT

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III. STUDENT ADVISORY REPORT



IV. EDUCATIONAL PRESENTATION

Southwick Regional School Site Strategic Plan
Joseph Turmel, Southwick Regional School Principal



Southwick Regional School 2020/2021 Site Strategic Plan

High Impact Initiatives to Support Site Strategic Objectives			
Engaged Learning	Shared Educational Leadership	Assessment for Learning and Transfer	A Guaranteed and Viable Curriculum
<p>SRS will provide professional development targeting Universal Design for Learning and Universal Design as it relates to Culturally Responsive Instruction</p> <p>SRS will provide opportunities for teachers to build foundational knowledge and skills relative to Culturally Responsive Teaching through focused professional readings, discussions, and workshops</p> <p>SRS will provide job embedded coaching focused on instructional practices that engage students across learning platforms including remote, hybrid, and in-person with a particular focus on technology and the development of a dynamic hybrid model of instruction</p>	<p>SRS Administrators and teachers will collaborate to develop procedures and routines to ensure the safety and well-being of all students and staff during the COVID -19 pandemic</p> <p>SRS School Counselors will provide job embedded professional learning to support teachers with Tiered Systems of Support and Tier I intervention strategies</p> <p>Mentoring and New Teacher programs</p> <p>Encourage teachers to model best practices for their colleagues</p>	<p>SRS will provide professional learning and support for Just in Time Teaching for the acceleration of learning. On-going collaborative time and coaching will support the use of common pre-assessments and CEPAs to target student needs and determine grade-level proficiency on priority standards</p> <p>SRS will become familiar with i-Ready assessment data to assess student growth in Reading and Math</p>	<p>Design and implement professional development focused on reaching the rigor of the curriculum frameworks.</p> <p>SRS will provide professional learning, coaching, and collaborative time to support curriculum review for the identification of priority standards and curriculum mapping to support the acquisition of pre-requisite standards in proximity to grade-level standards</p> <p>SRS will provide professional development and support for the on-going development of Universally Designed curriculum units that provide for variability within the curriculum</p>

SRS will provide professional learning workshops that support the use of technology 7-12 and the acquisition of new knowledge and skills toward continuous growth

SRS will infuse the social emotional learning standards and practical strategies of intervention to positively impact student well-being and engagement by providing SEL workshops and coaching for teachers

SRS will infuse the social emotional learning standards and practical strategies of intervention through the implementation of a Tiered System of Support

V. POLICIES

3rd Reading: BEDH Public Comment

3rd Reading: IKF Graduation Requirements

3rd Reading: GCG Substitute Teachers



Southwick-Tolland-Granville Regional School District

CODE: PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

Category: Governance & Operations

Adopted: 3/9/05

File No.: BEDH

Revised: tbd

All regular and special meetings of the school committee shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The school committee encourages citizens of the district to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the committee would like the opportunity to hear the wishes and ideas of the public.

Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. It is an individual's opportunity to express an opinion on issues within the School Committee's authority.

In order that all citizens who wish to be heard before the committee have a chance and to ensure the ability of the committee to conduct the district's business in an orderly manner, the following rules and procedures are adopted:

1. Remarks will be limited to those items within the School Committee's scope of authority. The authority of the School Committee primarily concerns:
 - the power to select and terminate the superintendent,
 - the ability to review and approve budgets for public education in the district
 - the ability to establish educational goals and policies for the schools in the district.
2. At the start of each regularly scheduled school committee meeting, individuals or group representatives will be invited to address the committee. A second public comment session will occur after completion of Action Items. The length of each public comment segment shall not exceed 15 minutes.
3. All remarks will be addressed through the chairperson of the meeting.
4. Speakers will be allowed three (3) minutes to present their material and must begin by stating their name and address. The presiding chairperson may permit extension of this time limit, in extenuating circumstances.
5. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the chairperson may terminate that individual's privilege of address.
6. Comments made during the public comment portion of the meeting do not necessarily reflect the views or positions of the Southwick-Tolland-Granville Regional School Committee.

CODE: GRADUATION REQUIREMENTS

Category: INSTRUCTION

File No.: IKF

Adopted:

Revised: 9/18/07

In order to graduate from Southwick Regional School, a student must have earned at least 150 credits. Course requirements are the following:

Students must successfully complete:

<u>COURSE(S)</u>	<u>Credits</u>
English (<i>English 9, 10, 11, 12</i>)	20
Social Studies (<i>World History, US I, US in the Mod. World, Govt</i>)	20
Science	15
Mathematics	20
World Language	10
Applied Arts	10
Fine Arts	10
Physical Education*	10-15
Health	5
	<hr/>
	Required Credits: 125
Electives	25
	<hr/>
TOTAL CREDITS TO GRADUATE:	150

*Alternative Physical Education Course:

All students must take PE every year 9-12. Students will earn 10-15 credits dependent upon their academic program. A student in Grade 11 or Grade 12 who needs to explore an alternative Physical Education course due to unique scheduling issues must meet with his/her School Counselor to review options. The need for this option could be necessitated by either vocational or academic requirements. Approval from the Guidance Director and the Principal is required.

In addition, the Massachusetts Department of Education requires that all students pass the MCAS exams in English, ~~and~~ Math and Science. Students who meet the district graduation requirements and have not passed the required MCAS exams will receive a certificate of attainment.

To participate in the Graduation Ceremony, a student must be receiving a diploma, certificate of attainment or a special education certificate of completion (Exception: Foreign Exchange students may participate and receive a certificate of attendance).

Early Graduation: A student who has completed the courses required for graduation, passed the MCAS exams and who has earned the required number of credits for graduation by the end of the junior year may apply for early graduation. Written permission for early graduation must be secured from parents/guardians, the guidance/school counselor and the principal and be submitted for approval to the Superintendent of Schools. Notice of the request for early graduation must be submitted to administration no later than one semester prior to the graduation date.

Credit for Foreign Study: Students who are away for a term or year to participate in a student exchange program or otherwise study abroad may receive credits toward high school graduation when (1) study plans are approved in advance by the school administration; and (2) the institution where the study occurred submits a record of the student's work. In these instances, the principal and student's guidance counselor will evaluate the work and assign credit for it according to standards prevailing in Southwick-Tolland Regional High School.

SOURCE: MASC Policy

CODE: SUBSTITUTE TEACHER EMPLOYMENT

Category: PERSONNEL
File No.: GCG

Adopted: 2/5/08
Revised:

The school system will employ as substitute teachers, to the extent possible, persons who meet the requirements for teacher appointments and will assign teachers substitute teaching positions on the basis of their areas of competence. When the supply of potential substitutes in a particular subject area is too limited to meet school department needs, there will be active recruitment for substitutes in those areas. All substitute teachers will be expected to provide educational services, rather than to assume merely a student-supervisory role. They will be provided with as much support as possible by building administrators and teachers.

The purpose of this policy is to outline the conditions of compensation for daily and long-term substitutes employed in this school district. A primary goal is to provide a fair and equitable standard which will attract and retain qualified substitute personnel. Inherent in this policy is the assumption that teacher substitutes, with the support of regular staff and supervisors will provide an instructional program of quality within the normal constraints of a temporary assignment.

DAILY SUBSTITUTES: Daily substitutes shall be compensated at the daily substitute rate. Half-day substitutes shall be compensated at 50% of the daily substitute rate. No regular fringe benefits (e.g. health insurance, dental insurance, life insurance, or paid sick days) shall be included.

LONG TERM SUBSTITUTE: The long term substitute teacher is any person assigned to fill a temporary vacancy anticipated to be more than twenty (20) consecutive school days and serves continuously in the same assignment. One (1) occurrence of sick or emergency absence should not be considered a break in service unless it lasts for three (3) or more consecutive days.

Compensation shall be at the daily substitute rate for the first twenty (20) consecutive work days. Beginning with the twenty-first (21st) consecutive work day, compensation shall be at sixty percent (60%) of the current B1 rate established in the teachers' contract, retroactive to the first (1st) day of the assignment. Beginning with the ninety-first (91st) day, compensation shall be at the current B1 rate established in the teachers' contract.

Employee benefits (e.g. health insurance, dental insurance, life insurance, and paid time off) will be available to long term substitutes after the required amount of service as listed below. Accrued paid time off is not to be carried over for use in subsequent assignments.

ONE SCHOOL YEAR – LEAVE OF ABSENCE: If the Superintendent or School Committee grants a leave of absence in advance to an employee covered by the collective bargaining agreement between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association for a period of one full school year, the full-year substitute shall be offered a contract of one **school** year duration only with all responsibilities of a teacher. Compensation shall be at the B1 rate of the teachers' contract. Employee benefits (e.g. health insurance, dental insurance, life insurance or paid time off) will be available to long term substitutes after the required amount of service as listed below.

BENEFITS

DESCRIPTION

Sick Days

One (1) day per month – beginning after the first full month of service, to be credited at the end of each month.

Personal Day

One (1) day on the ninety-first (91st) consecutive day of service.

Bereavement

Up to five (5) days for the death of a spouse, child or parent. Up to three (3) days for the death of a substitute's grandparent, father-in-law, mother-in-law, brother-in-law, sister-in-law, or any other person living in the employee's residence. These days would be deducted from the substitute's available sick days.

Medical Benefits

Substitutes working twenty (20) hours or more per week are eligible for medical and/or dental benefits after three (3) consecutive months of service.

VI. ACTION ITEMS

Vote on Winter Athletics Participation for Southwick Regional School

Approve Woodland School Site Strategic Plan

Approve Powder Mill School Site Strategic Plan

Approve Leave of Absence

Accept Revised Policies



A. Vote on Winter Athletics Participation for Southwick Regional School

Move to approve Southwick Regional School participation in Winter Athletics for the 20/21 season with accommodations as presented by the Athletic Director which includes adherence to all PVIAC and MIAA guidelines related to COVID-19 protocols including individual sport modifications; no practice or competition if Southwick, Tolland or Granville is “red” on the State metrics or if Southwick Regional School is in a full remote learning status and, there will be no competitions with any towns where the opponent town is “red” on the State metrics.



B. Approve Woodland School Site Strategic Plan

Move to approve the Woodland School Site Strategic Plan for the 2020/2021 school year.



C. Approve Powder Mill School Site Strategic Plan

Move to approve the Powder Mill School Site Strategic Plan for the 2020/2021 school year.



D. Approve Leave of Absence

Move to approve an unpaid leave of absence for Paraprofessional Laurien Cowles for the period December 7, 2020 – August 24, 2021.



E. Accept Revised Policy

Move to accept the revised policy BEDH Public Participation at School Committee Meetings.



F. Accept Revised Policy

Move to accept the revised policy IKF Graduation Requirements.



G. Accept Revised Policy

Move to accept the revised policy GCG Substitute
Teacher Employment.



VII. REPORTS

A. Superintendent

B. Director of Finance and Operations



Southwick-Tolland-Granville Regional School District

COVID DATA REPORTING SUMMARY
Updated 12/09/2020

Week	Woodland School (pK-2)		Powder Mill School (3-6)		Southwick Regional School (7-12)		Building Unassigned		Close Contacts Identified by STGRSD Positive Cases
	Negative COVID Test Results	Positive COVID Test Results	Negative COVID Test Results	Positive COVID Test Results	Negative COVID Test Results	Positive COVID Test Results	Negative COVID Test Results	Positive COVID Test Results	
9/15/2020-9/18/2020	1	0	0	0	2	0	0	0	NA
9/21/2020-9/25/2020	4	0	2	0	4	0	0	0	NA
9/28/2020-10/2/2020	15	0	9	0	2	0	0	0	NA
10/5/2020-10/9/2020	10	0	20	0	5	0	0	0	NA
10/12/2020-10/16/2020	10	1	6	0	12	1	0	0	7
10/19/2020 – 10/23/2020	6	0	12	0	13	0	0	0	NA
10/26/2020 – 10/30/2020	3	0	13	0	8	0	0	1	1
10/31/2020 – 11/6/2020	7	0	6	3	7	0	1	0	14
11/7/2020 – 11/13/2020	0	0	24	4	11	8	0	0	25
11/14/2020 – 11/20/2020	2	2	1	1	6	1	0	0	2
11/21/2020 – 11/27/2020	1	0	0	0	2	4	0	0	5
11/28/2020 – 12/4/2020	0	2	0	0	9	5	0	0	3

*Note test results include in-person and remote cohorts

Southwick-Tolland-Granville Regional School District

COVID-19 Related Expenditures Incurred (not charged to existing Grants)

Payment Date	Purchase Order	Vendor	Description	Amount
8/11/2020	848998	Grainger, Inc.	Surgical masks	\$ 4,775.40
9/8/2020	849055	Allston Supply Co., Inc.	Electrostatic sprayers	\$ 3,821.72
9/8/2020	848997	Noble Supply & Logistics	Isolation gowns, safety glasses, face shields	\$ 7,971.30
9/8/2020	849021	Cintas Corporation	Face shields, surgical masks (child), N95 masks	\$ 10,010.00
9/8/2020	849022	Cintas Corporation	Face shields	\$ 525.00
9/22/2020	849012	Allston Supply Co., Inc.	Alcohol wipes	\$ 36,000.00
9/22/2020	849012	Allston Supply Co., Inc.	Hand sanitizer	\$ 40,131.92
10/6/2020	849130	WestNet	Various PPE	\$ 888.65
10/6/2020	849056	Allston Supply Co., Inc.	Disinfectant	\$ 2,067.00
11/3/2020	849096	Amazon	Drinking fountain lockouts	\$ 628.83
Total:				\$ 106,819.82

CARES Act Coronavirus Relief Fund - Municipal Program

Possible allocations based on FY2021 operating assessment apportionment:

Southwick (84.43%)	\$ 90,187.98
Tolland (3.29%)	\$ 3,514.37
Granville (12.28%)	\$ 13,117.47
	<hr/>
	\$ 106,819.82

VIII. SUB COMMITTEES AND LIAISONS

Negotiations: Locke, Berry, Schantz

Finance: Schantz, Locke, Houle

L.P.V.E.C. Bd. Directors: Petschke

L.P.V.E.C. Bd. Governors: Houle

Policy: Berry, Seddon

Buildings and Grounds: Houle

Athletics: Schantz

Instructional Leadership Team(ILT): Petschke, Korobkov, Berry

Wellness Liaison: Locke, Korobkov

SPED Liaison: Petschke, Korobkov

Technology: Petschke, Schantz

Southwick Capital Committee: Berry

Southwick 250th : Berry

Legislative Liaison: Rotating Attendance at MASC



IX. PUBLIC COMMENT

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X. COMMITTEE DISCUSSION

- A. Old Business
- B. New Business



XI. ADJOURNMENT

