

## Intergenerational Schools Board of Directors Regular Meeting

Held Jointly with LAKESHORE, & NEAR WEST

Wednesday, December 14, 2022

The Intergenerational School



THE  
**Intergenerational  
SCHOOLS**  
A COMMUNITY OF LIFELONG LEARNERS

Board Attendance:	TIS	NWIS	LIS
Lynn Carpenter	Present	Present	Present
Stacy Miller	Present	Present	Present
Joanna Lopez-Inman	Absent	Absent	Absent
Erika Adlakha	Absent	Absent	Absent
Mark Olson	Present	Present	Present
Richaun Bunton	Present	Present	Present
Danielle Clark	Present	Present	Present
Karen Chambers	Absent	Absent	Absent
Tiffany Brazelton	Absent	Absent	Absent
Bob Nicolay		Present	
Mark Charvat		Absent	
Lee Trotter	Absent		
	5/10	6/10	5/9

Staff:	Organization
Brooke King	Executive Director, IGS
Amy Cascio	Chief of Staff, IGS
April Maimone	Principal, Near West
Guests:	Organization
Matt Rado	CMSD, Sponsor Representative
Joyce Lewis	ESCLEW, Sponsor Representative

Meeting officially called to order at 6:01 pm.

### Public Comment

Carpenter

No public comment.

### Sponsor Message

Rado/Lewis

Ms. Lewis noted the updated annual performance reports were sent out showing the removal of the chronic absenteeism goal for TIS-East. Also, this year is the first time there is a goal for PBIS implementation on the Performance Framework Goals – Attachment 11.6 and that these goals have been set and approved for TIS-East. Further details are included in the ESCLEW December Sponsor update. Ms. Lewis reviewed her November and December site visits and conveyed that the school was marked in compliance with no red flags. She also noted that there was a change in the goal for Board attendance which now is for members to attend 75% of board meeting in each year.

Mr. Rado noted that the CMSD bi-monthly newsletter for sponsors will contain legislative and professional development updates. The mid-year sponsor survey to building leaders will be going out soon. The Annual Sponsorship Report was not yet complete but both LIS and NWIS met all criteria, and nothing was flagged. The drop-in site visit to LIS in November showed improvement from the prior visit and the sponsor did not have the same concerns (particularly as they related to safety), but Mr. Rado stated that there is still need for improvements related to instruction and learning culture. Finally, Mr. Rado noted that the annual sponsorship contract update process would start in January, but no major changes were expected.

Mr. Olson hoped that drop-in visits would continue for both schools in addition to the regular monthly visits.

### **Consent Agenda**

**Carpenter**

- a. Minutes - Regular Board Meeting Minutes October 26, 2022
- b. NWIS/LIS: HB21 Verification
- c. NWIS: Approval of Free lunch for students from January to March.
- d. Policy Renewal and Updates: Revisions and Clarification of Chapter 6 of Staff Handbook: Work and Time Off
- e. Contracts, Agreements, and MOUs
  - a. LIS: H2O Overcome System; Grandma's House; A Wadsworth Consulting; LV Consulting LLC out of SQIG
  - b. NWIS/LIS: LV Consulting LLC
- f. Authorized Signers
  - a. NWIS/LIS: Chance Dewerth (\$4999) and Kristia Wiersma (\$1000)
- g. Personnel Actions for NWIS and LIS
- h. ESCLEW Modifications 6 & 7 – Only applies to TIS so not needed on this consent agenda???
- i. NWIS/LIS: Annual Approval of Treasurer Bond

### **Motion to Approve Consent Agenda**

Motion: Stacy Miller (NWIS, LIS); Seconded by: Mark Olsen (NWIS, LIS)

**Motion passes unanimously**

Ms. King explained to the board the contract actions and answered questions from the board as to why they were needed at this time. Ms. Clark raised questions and concerns regarding maintenance issues at TIS and the need to continue to monitor and improve. Board members also noted that the time the October 26, 2022, meeting adjourned was incorrect on the minutes and needed to be amended to reflect the correct time.

**LIS Update**

Ms. King stated that a new interim principal had been appointed and that she would be transitioning back to her regular duties as Executive director as soon as the staffing issues at LIS would allow. Ms. King also noted that there had been attendance issues with the current Assistant Principal that may delay the transition. Ms. King informed the board that there is a strong candidate for a permanent Principal position at LIS for the 2023-2024 school year and hoped that hiring would be finalized by the end of December. This candidate had been vetted last year in connection with a different hiring search, but plans were in process to create opportunities for families and other stakeholders to meet the candidate in the near future. Mr. Olsen noted the importance of these additional opportunities to meet the candidate and suggested that there should be open meetings for parents in the spring. Ms. King also described ongoing efforts for the stabilization, culture building and relationship repair at LIS including weekly newsletters and bi-weekly open houses for parents.

Ms. Clark raised questions regarding teaching staff shortages and the need for supports to improve professionalism and SPED support at TIS and LIS. She noted that there was improvement, but more work is needed. Ms. King described current intervention support measures at all three schools.

**Discussion of 2023 and 2024 Enrollment Targets and early enrollment dates**

Ms. King reviewed current enrollment and retention data for all three schools. She noted that there were new targets for 2 of the 3 schools in the model and that all 3 schools were under-enrolled. The target number of students for both TIS and NWIS for 2023 and 2024 is 238 and LIS is 205. The number of home rooms at each school have been adjusted in response to 2022-23 numbers and targets for 2023-2024. Ms. King also noted that staff attendance and the ongoing difficulties in attracting qualified applicants has necessitated some changes and restructuring. Also, Ms. King explained that TIS is losing a large 8<sup>th</sup> grade class which, in conjunction with a difficult market, is impacting enrollment. In addition, Ms. King discussed that there are certain challenges associated with bringing students in later than kindergarten and its impact on school culture.

Ms. Carpenter noted that enrollment targets have been ambitious goals and consideration should be given to finding the right target numbers in light of the changing and declining demographics and potential funding. Mr. Nicolay also noted that tough market conditions should be factored into setting realistic goals.

After further discussion of the advisability of setting high enrollment targets, the board recognized the 2023-24 enrollment targets and early enrollment dates, but a board vote was not required.

#### **Fall NWEA Scores**

**Miller**

Ms. Miller reviewed fall scores which showed both achievement and growth scores were similar to the spring and there was little change in the fall-to-fall data over the fall to spring data. Growth scores were in across all three schools were good (fours and five), but Ms. Miller stated that there is work to do in the area of achievement in both math and reading with scores in both areas being in the twos, although reading scores were higher than math. In addition, she cautioned that the winter assessments will likely show higher percentages of students not meeting achievement scores, with math being particularly challenging. Miller noted that in looking at the impact of COVID in stages, the schools met the stage 1 challenge of COVID but stage 2 post-COVID is proving to be a more difficult challenge in part due to issues with staffing in terms of both quantity and quality. Miller reiterated the need to respond to these challenges in a focused way.

#### **Finance**

**King**

Ms. King noted that the October and November financials have been reviewed by the Finance Advisory Counsel and are ready for board approval. Ms. King also noted that the schools have been using ESSER funds to help cover costs related to certain positions but will need to consider alternative funding sources after next year. The Finance Advisory Council plans to work on long-term projections for the February meeting to look at appropriate reserve thresholds, usage, and funding sources when ESSER funds are no longer available. Mr. Nicolay commented that while the schools are in a healthy position now, consideration should be given to what happens when the ESSER funding is no longer available. There was discussion of the best approach to quantifying and addressing potential post-ESSER deficits and if the most desirable approach should focus on increasing the number of students, more fundraising, exploring affiliations with other groups, or some combination thereof.

Ms. King also described the need to provide a one-time adjustment to the salaries of teachers who received their master's degree prior to adoption of the most recent compensation plan.

#### **Motion to Approve the October and November Financials**

Motion: Bob Nicolay (NWIS), Stacy Miller (LIS); Seconded by: Richaun Bunton (NWIS, LIS)

**Motion passes unanimously.**

#### **Motion to Approve One-Time Adjustment for Teachers with Legacy Master's Degrees**

Motion: Bob Nicolay (NWIS), Stacy Miller (LIS); Seconded by: Richaun Bunton (NWIS, LIS)

**Motion passes unanimously.**

## **Governance**

**Carpenter/Miller**

### **a. Discussion of Laying Foundation for School Improvement Plan**

Ms. Carpenter discussed what investments are needed to act as a catalyst to build a foundation to strategically plan for the future. She identified two resources that she feels are important to invest in to begin the process. Ms. Miller noted that the schools need to invest in a top-down strategy to help reestablish an enhanced model wide team and goals. Specifically, Ms. Miller described the need for a more systematic implementation of supports and evaluation processes and that this reset should start at the administration level. She noted that targeted professional development and coaching would put school leadership in a better position to support classroom teachers.

### **b. The Education Policy & Practice Group**

Ms. Miller noted that Kate Foley from The Education Policy & Practice Group has successfully been providing coaching to the Executive Director and that expanding her role to work with administration and building leaders across all 3 schools would be beneficial to both resetting and implementing model-wide goals. Mr. Olsen and Mr. Nicolay both observed that it would be productive to continue or expand this arrangement to provide similar consulting resources to any new school leaders if possible.

### **c. Board on Track**

Ms. Carpenter described how this on-line platform would provide important organization resources for Board members across all 3 schools and well as concrete evaluation metrics and tools for the Executive Director. Ms. Miller noted that this organization only works with public charter schools and could help improve the relevancy and impact of the board by distinguishing the role of the board from school operations. Board members viewed a video further explaining the services offered by Board on Track.

**Motion to Approve The Education Policy & Practice Group consulting services contract and a one-year membership with Board on Track.**

Motion Bob Nicolay (NWIS), Stacy Miller (LIS); Seconded by Richaun Bunton (NWIS/LIS)

**Motion passes unanimously**

## **Executive Session**

Roll call to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or the investigation of charges or complaints against an employee and the purchase of property for public purposes or the sale of property at competitive bidding.

### **Executive Session Action**

Resolved, Lakeshore Intergenerational School Board has reviewed and approves the following action:

Motion to Approve to Retain the Employee in Question.

Motion: Richaun Bunton (NWIS/LIS); Seconded: Danielle Clark (NWIS/LIS)

Motion approved unanimously.

**Roll Call:** Lynn Carpenter, Richaun Bunton, Stacy Miller, Danielle Clark, Mark Olson, Bob Nicolay.

Executive session ended at 8:45 pm

**Adjourn**

**Carpenter**

Meeting adjourned at 8:48 pm

Next Regular Board Meeting Scheduled

**Wednesday, February 21, 2023**

**Lakeshore Intergenerational School**

Minutes prepared by Amy Cascio, Chief of Staff: \_\_\_\_\_

Signed by Lynn Carpenter: 