

APPROVED



WHATCOM  
INTERGENERATIONAL  
HIGH SCHOOL

## Whatcom Intergenerational High School

### Minutes

#### Board Meeting

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##### Date and Time

Wednesday May 25, 2022 at 6:00 PM

##### Location

Join Zoom Meeting

<https://www-edu.zoom.us/j/94942930073?pwd=MmlCOVc3aFdxTHcwNE0xVGNhZD1ZIUT09>

Meeting ID: 949 4293 0073

Passcode: 495589

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##### Directors Present

C. Espina (remote), C. Reuther (remote), K. Lieberman (remote), N. Mughal-Barrows (remote),  
T. Pyscher (remote)

##### Directors Absent

D. Walker, J. McGill, L. Robinson

##### Guests Present

C. Baron (remote)

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#### I. Opening Items

##### A. Call the Meeting to Order

N. Mughal-Barrows called a meeting of the board of directors of Whatcom Intergenerational High School to order on Wednesday May 25, 2022 at 6:15 PM.

## **B. Land Acknowledgement**

T. Pyscher read the land acknowledgement.

## **C. WIHS Mission & Vision**

K. Lieberman read the WIHS mission and vision.

## **D. Record Attendance**

Guests present:

- WA Charters Association: Diana Marker
- WA Charter School Commission: Jessica de Barros, Kara Lowe

## **E. Approve Minutes**

T. Pyscher made a motion to approve the minutes from Board Meeting on 04-27-22.

K. Lieberman seconded the motion.

The board **VOTED** to approve the motion.

C. Espina announced a change to agenda:

We are removing the closed session and discussion of NWYS from the agenda and replacing it with an Executive Session to approve CEO memo and discuss the contract for the '22-'23 school year--- under RCW 42.30.110:

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140\(4\)](#), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

## **F. Public Comment**

No public comment.

## **II. 1. Academic Excellence**

### **A. Recruitment & Academic Report**

- Potential 25 new families to enroll their students into 9th grade
- Recruitment plan will be implemented in June-July
- Board members are invited to join the recruitment events
- 25,000 new brochures arriving and will be disseminated out to communities

- Branding video recently developed
- Running Start: met with BTC, WCC, and NWIC. Thirteen students are interested in attending Running Start. Securing ally/elder to shepherd students through Running Start process to provide additional support. **Action item**: Cindy to check if WIHS teachers can partner with college faculty to address WIHS attendance numbers and Running Start.
- Increased 9th grade enrollment goal to 35 students

### III. Anti-Racism and Transformative Justice Work

#### A. Anti-racism and Transformative Justice Work

**Action item**: T. Pyscher to send out a doodle poll before June Board meeting to set a date for September Board auto-ethnography project.

### IV. 3. Finance/Fundraising

#### A. Fundraising/Finance Committee Updates

Grant priorities: 1) Food, 2) Transportation

- Planning grant for computer science
- Sister City Peace Grant received to take a small group to Finland in 2023

#### B. Financials

Charter Finance 101 Training with Corey Baron, Joule Growth Partners

- Reviewed revenue sources for charters
- Reviewed expenses
- Enrollment target
- Overall financial health

N. Mughal-Barrows made a motion to approve payments and accounts payable for April 2022.

K. Lieberman seconded the motion.

As of May 25, 2022, the Board by a majority vote, approves payments totaling \$52,412.99 and approves payments totaling \$97,079.60

The board **VOTED** to approve the motion.

#### C. Financial Policies

K. Lieberman made a motion to approve the updated financial policies as reviewed and recommended by the Finance Committee.

C. Espina seconded the motion.  
The board **VOTED** to approve the motion.

## V. Governance

### A. Governance and WA Charter Schools grant deliverables

- Director of Education job posting will close June 1st, aim to hire by July 1st
- WA Charters has requested a non-voting board observer at board meetings for technical assistance and coaching for board
- WIHS had an open house this past week. WA Charters Association has received our enrollment tracker.

### B. Hiring Process & Timeline

- T. Pyscher and J. McGill will lead the Director of Education hiring process
- T. Pyscher reviewed the hiring plan
- Staff, teacher groups, students and families will be involved in the hiring process
- **Action item:** T. Pyscher will share rubrics and resumes with Board to review before Jun 1

### C. Closed Session: E.D. Consulting Contract, NWYS Partnership, CEO Support & Evaluation

- Meet in Executive session at 7:43pm to discuss CEO evaluation & contract for 10 minutes
- Extended 6 minutes and Executive Session ended at 7:59pm

K. Lieberman made a motion to to approve and accept the CEO Evaluation memo reviewed by the Board.

T. Pyscher seconded the motion.

The board **VOTED** to approve the motion.

C. Espina made a motion to accept the consulting contract as reviewed for C. Reuther.

K. Lieberman seconded the motion.

The board **VOTED** to approve the motion.

## VI. Board Goals

### A. Board Debrief and Evaluation

At the conclusion of each meeting, the board will evaluate its success against its norms.  
Norms

**(Y)** or (N) Board members should understand the Mission and Vision of the school

**(Y)** or (N) Board Agenda should be sent out 24hours to the board.

**(Y)** or (N) Responding to emails in a 24hr time span

**(Y)** or (N) All board members should RSVP to meetings through Board on Track

## **VII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:04 PM.

Respectfully Submitted,  
C. Espina