APPROVED

WHATCOM INTERGENERATIONAL HIGH SCHOOL

Whatcom Intergenerational High School

Minutes

Board Meeting

Date and Time
Wednesday July 27, 2022 at 6:00 PM

Location
WIHS Board is inviting you to a scheduled Zoom meeting.
Topic: WIHS Board Meeting
Time: Feb 23, 2023 06:00 PM Pacific Time (US and Canada)

Every month on the Fourth Thurs until Dec 28, 2023, 11 occurrence(s)
Feb 23, 2023 06:00 PM
Mar 23, 2023 06:00 PM
Apr 27, 2023 06:00 PM
May 25, 2023 06:00 PM
Jun 29, 2023 06:00 PM
Jul 27, 2023 06:00 PM
Aug 24, 2023 06:00 PM
Sep 28, 2023 06:00 PM
Oct 26, 2023 06:00 PM
Nov 23, 2023 06:00 PM
Dec 28, 2023 06:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.
Monthly: https://us06web.zoom.us/meeting/tZYlcu2oqjMpHtWevhYSp-jAfN1S8r6Ni7rI/ics?icsToken=98tyKuGqpj4uGtCdsx2GRpwQGo_4LPTwiFxegrdqmQntOhNDLwnXMMwTAeptRvbZ
Join Zoom Meeting
https://us06web.zoom.us/j/82854048341?pwd=K0o1bnA2eElvUEszSmhvMXNJa0xlQT09
Meeting ID: 828 5404 8341
Passcode: 367367

One tap mobile
+12532158782,,82854048341#,,,,*367367# US (Tacoma)
+12532050468,,82854048341#,,,,*367367# US
Dial by your location
+1 253 215 8782 US (Tacoma)
+1 253 205 0468 US
+1 720 707 2699 US (Denver)
+1 346 248 7799 US (Houston)
+1 669 444 9171 US
+1 719 359 4580 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
+1 646 558 8656 US (New York)
+1 646 931 3860 US
+1 689 278 1000 US
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
Meeting ID: 828 5404 8341
Passcode: 367367
Find your local number: https://us06web.zoom.us/u/kr1iWn2i0

Directors Present
C. Espina (remote), J. McGill (remote), K. Lieberman (remote), N. Mughal-Barrows (remote)

Directors Absent
None

Ex Officio Members Present
D. Walker (remote)

Guests Present
C. Baron (remote)

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 Jul 27, 2022 at 6:11 PM.

B. Land Acknowledgement

Kira Lieberman read the WIHS Land Acknowledgement.

C. WIHS Mission & Vision

Jason McGill read the WIHS Mission & Vision.

D. Record Attendance

Additional guests:

- Jessica De Barros with WA Charters Commission;
- Diana Marker and Mitch Price, WA Charters Association

E. Approve Minutes

J. McGill made a motion to approve the minutes from Board Meeting on 06-29-22.
K. Lieberman seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

No public comment.

II. Governance

A. Board Composition & Recruitment

The number of Board Members has been reduced from seven to four; two members have resigned and one member is now a permanent WIHS employee. We will keep the minimum number of Board Members at five as per the by-laws. Our by-laws currently allow for the Board to operate below the minimum number and the Board will actively recruit volunteers.

Recruitment actions include:

- Reach out to our personal and professional networks including those who live outside of Whatcom County (PeaceHealth, WWU, BTC, NWIC);
- We aim to recruit more BIPOC Board Members;
- Add some verbiage on the "Get Involved" section WIHS website and outreach materials on recruiting Board Members and include opportunities (stipends) for BIPOC volunteers to serve

B. Organizational and leadership structure

- Dawn Walker's role: Learning, assessment
- Rachel Rodriguez's role is to connect and support allies, elders, and communities, supervise/manage the new registrar position, and community outreach
- Operations Coordinator: HR services, finance, purchasing, managing contracts
- The idea of forming an ad-hoc committee to support the transition was discussed
- Action item: consult OPMA allowable items for executive session and call a Special Meeting and post at least 24 hr prior to meeting

C. Update on Hiring Process & Timeline

- SPED Teacher, Operations Coordinator, and Office Manager job positions are posted.
- Allies/elders, and substitute teacher list need to be expanded.

III. Academic Excellence

A. Recruitment & Academic Report

The new target enrollment for 2022-23 school year is 80 students
65 students total confirmed (returning + new); we're at 81% of enrollment target.

Recruitment efforts are ongoing. There is a Saturday event for recruitment. Board members are invited to participate.

B. WIHS 2022-23 School Calendar

K. Lieberman made a motion to approve the 2022-23 Teacher calendar, Director, and Office Manager calendar as presented.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Anti-Racism and Transformative Justice Work

A. Anti-racism and Transformative Justice Work

The need for healing and repair was discussed. One idea is to bring in a Non-Violent Communication (NVC) facilitator for conversations focused on healing and repair.

Action Item: An anonymous survey for staff and board is one idea to begin the conversation about how to move forward.

Bellingham Public Library might be able for book kit for The Four Pivots. Rachel Rodriguez has contacts who are willing to donate the book for us.

V. Finance/Fundraising

A. Fundraising/Finance Committee Updates

Board treasurer position is open. Nasreen is currently serving as treasurer.

The fundraising/finance committee has been disbanded temporarily for the smaller board number.

August Board Meeting:

- Review 21-22 budget. Corey will present this at next meeting.
- Review and approve 22-23 school budget.

B. June 2022 Financials

J. McGill made a motion to to approve the June 2022 payroll check summary for $47,083.97.
C. Espina seconded the motion.
As of July 27, 2022, the Board by a majority vote, approves payments totaling $47,083.97.
The board **VOTED** to approve the motion.

Roll Call

N. Mughal-Barrows	Aye
K. Lieberman	Abstain
L. Robinson	Absent
C. Espina	Aye
J. McGill	Aye

C. Espina made a motion to approve the June 2022 accounts payable for $146,344.86.
J. McGill seconded the motion.
As of July 27, 2022, the Board by unanimous vote, approves payments totaling $146,344.86.
The board **VOTED** unanimously to approve the motion.

C. Authorize Bank Signers

K. Lieberman made a motion to authorize Dawn Walker as the Director of Education & Learning and Nasreen Mughal-Barrows as Board Chair as the bank signers for the WIHS bank account.
J. McGill seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

N. Mughal-Barrows	Abstain
J. McGill	Aye
C. Espina	Aye
K. Lieberman	Aye
L. Robinson	Absent

D. Financial Policies & Procedures

J. McGill made a motion to approve the updated financial policies and procedures manual as presented.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Other Business

A. Closed and Executive Sessions

- Closed session called at 7:58pm for 20 minutes to discuss collective bargaining matters per RCW 42.30.140
- Open session reconvened 8:25pm
- Executive session called at 8:27pm for 20 minutes to discuss complaints brought against an employee per RCW 42.30.110f
- Open session reconvened at 9:23pm

VII. 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

VIII. 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 9:26 PM.

Respectfully Submitted,
C. Espina