APPROVED

Whatcom Intergenerational High School

Minutes

Board Meeting

Date and Time
Thursday April 27, 2023 at 6:00 PM

Location
In-person or via Zoom

Join Zoom Meeting
https://us06web.zoom.us/j/82854048341?pwd=K0o1bnA2eElvUEszSmhvMXNJa0xlQT09
Meeting ID: 828 5404 8341
Passcode: 367367

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

Directors Absent
None

Ex Officio Members Present
D. Walker

Guests Present
B. Luu (remote), C. Baron (remote)

I. Opening Items

A.

Call the Meeting to Order

G. Goulet called a meeting of the board of directors of Whatcom Intergenerational High School to order on Thursday Apr 27, 2023 at 6:08 PM.
C. Espina made a motion to add an agenda item under Governance to discuss and vote on board term limits.
K. Lieberman seconded the motion.
The board **VOTED** unanimously to approve the motion.
K. Lieberman made a motion to adopt the amended agenda.
J. McGill seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Land Acknowledgement

Jason McGill read the WIHS land acknowledgment.

C. Mission & Vision

Christine Espina read the Mission and Vision.

D. Record Attendance

In-Person

- Shirley Williams, Whiteswan Environmental and WIHS co-founder
- Eric Zamora, WIHS staff
- Tehya Moberg, student
- Winter Bee, student
- Cristianna Wilke, student
- Paula Sohal, WIHS parent
- Miles Hudson, WIHS teacher

Remote

- Jessica de Barros, CSC
- JT Williams, WA Charter Association
- Diana Marker, WA Charter Association

E. Approve Minutes from March 14, 2023 special meeting

K. Lieberman made a motion to approve the minutes from Response to Commission NPP discussion on 03-14-23.
J. McGill seconded the motion.
One minor edit needed: Time stamp of call of meeting to order needs to be changed from 8:17 PM to 8:17 AM.
The board **VOTED** to approve the motion.

Roll Call

J. McGill	Aye
K. Lieberman	Aye
N. Mughal-Barrows	Aye
G. Goulet	Abstain
C. Espina	Aye

F. Approve Minutes from March 2023 Board Meeting

G. Goulet made a motion to approve the minutes from Board Meeting on 03-30-23.
J. McGill seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Public Comment

- Shirley Williams, WIHS co-founder, reminded us of the importance to focus on the charter and to work together and co-create.
- WIHS students, Winter and Christiana, on behalf of AJ, ASB President made the following requests:
    - Any equity audit report be published in the minutes.
    - Most recent authorizer review be published in the minutes.
    - All board review of the charter/contract outlined success metrics vs. performance printed in the minutes, with particular attention paid to the First Peoples Principle of Learning, the culturally responsive tenants and retention rates.
    - Board review of the Charter/non-discrimination clause vs. any student/parent/employee concerns or complaints related to discrimination toward students. Review of complaints and how they have or have not been addressed.
    - More teacher training to read and review the charter. Substitute teachers also should read the charter.
    - More safety training for students.
    - More notice when there is someone inside the mall with weapons.
- Tehya Moberg requests the full removal of another student's dog and concerns for the safety of their service animal. They request details for the last vote on allowing the dog to return.
- Paula Sohal, a parent of a student, shared concerns about the school including lunch, responsiveness of leadership, and a safe learning environment for their teenager.

III. Governance

A.

Whiteswan Environmental and WIHS Partnership

- Opportunities for WIHS and WE to weave our work more closely together were discussed.

B. Charter Commission Update

Christine Espina gave a high-level overview of the Corrective Action Plan.

Corrective Action Plan submitted to Commission on April 19, 2023 outlining how we will

- Increase the capacity of Board of Directors;
- Monitor student learning through interim assessments;
- Ensure high student participation in interim and summative assessments;
- Ensure that WIHS daily schedule meets instructional minutes specified in the charter contract and state law.

Board Term Limit Discussion. We are actively recruiting board members as many of the current members' terms are nearing the end. WIHS by-laws state that board terms are up to 5 years.

- Nasreen Mughal-Barrows will extend her term until September 2023.
- Kira Lieberman will extend her term as much as needed but would like to step down as soon as possible.
- Christine Espina will extend her term until December 2023.
- Jason McGill will fulfill his term until August 2023.

IV. Executive Session

A. Executive Session

The Board entered Executive Session at 7:04 pm.

The board met in an executive session to discuss with legal counsel regarding current or potential litigation as allowed by RCW 42.30.110. The board will be in executive session until 7:14 pm.

The board extended Executive Session until 7:38 pm.

V. Governance continued

A. Reinstate the Finance Committee

C. Espina made a motion to reinstate the Finance/Fundraising Committee.
J. McGill seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Board Calendar review

Nasreen Mughal-Barrows and Gail Goulet will serve on CEO Evaluation Committee and will send out the evaluation to stakeholders to complete in May and the Board will review it in June 2023.

VI. Academic Excellence & School Updates

A. Review board progress against school goals

Agenda item tabled.

B. Academic Excellence

Dawn Walker reviewed the April Academic Overview.

- Enrollment-focused activities to increase students.
- The team is building supports and systems for graduation tracking for the new 12th-grade cohort and developing a curriculum for the new grade, exploring schedule changes to accommodate students' needs (including Running Start students), provide online class options to increase elective options.
- Action item: Social media outreach- Dawn will explore advertising on the bus.
- Action item: At the May meeting, Dawn will present the action plan on how WIHS is addressing unenrollment of BIPOC students. What is WIHS doing to retain BIPOC students? They have implemented an exit form for students. There will be a listening session for staff and students.
- Academic Committee and Corrective Action Plan (CAP) item update
    - Interim assessments progress monitoring of students three interim assessments: completed second interim assessment last week, the third one will happen next week. All grades will complete interim English and Math assessments. Disaggregate data by grade, 9th and 10th graders.
    - Data will be presented at May 2023 board meeting, and at the June 2023 board meeting, summative assessment data over the past 2 years will be reported.
- Teacher intent to return: one teacher will not be returning. Another teacher is a "maybe" and has not said yes or no as of yet. All teachers except one have completed evaluations. Teacher contracts will be secured after bargaining.

C. Teacher share out

Miles Hudson, STEM and Geometry Teacher, gave an overview of 1st and 2nd-semester overview of STEM work.

- Examples of projects included Indigenous weaponry, gaming, puzzle cube, CAD.

- Other ideas were shared to indigenize the curriculum including designing a Long Hall or a reef net.

VII. Finance/Fundraising

A. State Audit Update

The State Accountability Audit of FY 21-22 is ongoing. The focus areas are OPMA, special learning, and supplemental contracts. The final report is expected to in June.

B. March 2023 Financials

K. Lieberman made a motion to approval of March 2023 Payroll check summary, accounts payable register, and non-accounts payable register.
G. Goulet seconded the motion.
The following payments as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursements claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of $61,603.53 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $92,767.79 and
Check number 182 through 182 totaling $624.38

Non-AP Cash Disbursements
Total electronic payments totaling $10,414.45 and
Check number 183 through 184 totaling $360.00

Payroll
Total electronic payments totaling $61,603.53 and
Payroll check numbers N/A through N/A totaling $0

Corey Baron maintains their recommendation that school ceases debit card use.
The board **VOTED** unanimously to approve the motion.
Finance Dashboard from March 2023 was reviewed. We currently have small numbers of enrollment for next school year. We are aiming for at least one hundred non-Running

Start students, and up to 20 Running Start students for a target enrollment of 120 students.

VIII. Anti-Racism and Transformative Justice Work

A. Anti-racism and Transformative Justice Work

Agenda item tabled.

IX. Other Business

A. Events

Student showcase on Apr 21st. Dawn reported students' community events outreach and school beautification efforts.

Next showcase is June 9th at 2:30 pm.

B. Announcements

Christine Espina shared board member professional development opportunities.

X. 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

XI. 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 9:09 PM.

Respectfully Submitted,
C. Espina