APPROVED

# Whatcom Intergenerational High School

# Minutes

## Board Meeting

**Date and Time**
Thursday May 25, 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 (remote), K. Lieberman (remote), N. Mughal-Barrows (remote)

**Directors Absent**
J. McGill

**Ex Officio Members Present**
D. Walker

**Guests Present**
B. Luu (remote), C. Baron (remote), E. Zamora, J. Stoppani (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 Thursday May 25, 2023 at 6:01 PM.
G. Goulet made a motion to adopt the agenda.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.
N. Mughal-Barrows called a meeting of the board of directors of Whatcom Intergenerational High School to order on Thursday May 25, 2023 at 6:01 PM.
G. Goulet made a motion to adopt the agenda.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Land Acknowledgement

Christine Espina read the land acknowledgement.

### C. Mission & Vision

Gail Goulet read the mission and vision.

### D. Record Attendance

- Jessica de Barros, CSC

### E. Approve Minutes from April 27, 2023 board meeting

G. Goulet made a motion to approve the minutes from Board Meeting on 04-27-23.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Public Comment

### A. Public Comment

No public comment.

## III. Governance

### A. Charter Commission Update

### B. Upcoming Board Tasks

C. Espina gave an overview of upcoming board activities for June and July 2023 including principal evaluation, contract renewal, and board officer election.

### C. Consent Agenda

G. Goulet made a motion to adopt consent agendas moving forward.

K. Lieberman seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. Academic Excellence & School Updates

### A. Academic Excellence

- 55 students projected for 23-24 enrollment
  - Maybes: 3 BIPOC students, 4 white students. Dawn will be meeting with the families who are 'maybes'
- The WIHS team is reaching out to several families.

Home school or Running Start, graduating early, moving - unenrolled for 23-24
Tabling events include apartments and local events (festivals, parades, etc.)

Benchmark assessments going on right now, ELA test (May 18-19), taking math tests (May 25 & 26)

Interim assessments - reasons not completing:

- frequent absenteeism
- Mental health
- Newly enrolled or un-enrolled

Follow-up action item from Apr 2023 board meeting:

- Per D. Walker, BIPOC unenrollment data that were presented in April 2023 meeting was not accurate. The data was pulled from Skyward but some information showed that they were not enrolled and they were (enrolled in Running Start).
- Strategies: Increasing representation, Looking for mentors with different career focuses, finding people who represent students, looking for ways to connect with younger allies (ex. WWU volunteers, interns), developing partnerships in our community
- Follow-up action item for Jun 2023 board meeting: D. Walker to report BIPOC students' unenrollment trends, and strategies to recruit and retain BIPOC students next month.

The Academic Committee discussed how to integrate math throughout the curriculum rather than having math content in one standalone course, similar to how ELA is currently integrated into the curriculum.
The math instructor uses IXL in their classroom; the computer program sets the test to each student's level.

- Any state or national data for comparison? State-wide comparison for benchmark data but not for interim assessments.
- Plan to increase participation in interim assessments: This year, makeup interim assessments were not scheduled because they were scheduled closely together. Next year, the interim assessments will be spread more apart. Compared to last year's data, several students did not complete both parts of the test and thus were not considered "complete" and do not receive a score. This had an impact on the numbers from last year.

Safety Committee: D. Walker shared about the rifle safety incident that was brought to April's public comment and the campus safety policy and plan.

### B. School year 2023-24 calendar discussion/approval

Calendar drafts link here

D. Walker reviewed both draft school calendar versions, which are for 180 days. The original charter contract is for 181 days. If we adopt either version, we would need to submit paperwork and approvals to CSC.

Three data days: Nov, Jan, Mar, so they align with the end of each quarter.

### C. Teacher share out

A. Johnson shared about their work; example of making mugs - co-teacher with art, M. Reader. Phenomenon-Based Learning - giving and receiving feedback. Students are bringing feedback skills into Austin's class. Camping trip upcoming: ecology and forestry and place-based education.

A. Johnson coordinates the SBAC testing. He has seen improvement with systems and students knowing what to do when they are testing. Last week was ELA benchmark assessments. Today was the first math benchmark assessments.

## V. Finance/Fundraising

### A. State Audit Update

- We are at the end of the SAO audit. The auditors will want to meet with 1-2 board members, and the board will receive a high-level update at June's board meeting.

### B. April 2023 Financials

Expect school budget presentation in July or August.
K. Lieberman made a motion to approve the non-accounts payable, payroll check summary, accounts payable register for April 2023.
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 $59,971.65 are also approved.

**General Fund**
**Accounts Payable**
Total electronic payments totaling $136,310.27 and
Check number 188 through 188 totaling $840.88

**Non-AP Cash Disbursements**
Total electronic payments totaling $3,633.51 and
Check number 185 through 187 totaling $360.88

**Payroll**
Total electronic payments totaling $59,971.65 and
Payroll check numbers N/A through N/A totaling $0
The board **VOTED** unanimously to approve the motion.

## VI. Executive Session

### A. Executive Session

Starting at 7:30 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(i):

(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The board reconvened the public meeting at 8:21 pm

## VII. Other Business

### A. Events

- May 15-18: Land-Based Language Camp on John Island, partnership developing with schools in B.C.

- May 15: Staff Data Day

Upcoming Events

- May 31-Jun 2: Whole School Camping Trip
- June 14: Birch Bay Exploration and Salmon Bake in partnership with WE, Lummi Natural Resources
- June 9: Phenomenon Showcase
- June 15: End of Year Picnic at Lake Padden

### B. Announcements

Reminder: Board Member PD Mandatory Equity Training for School Board Members. Sign up at WSSDA website.

## VIII. 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

## IX. 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 8:24 PM.

Respectfully Submitted,
C. Espina