APPROVED

WHATCOM INTERGENERATIONAL HIGH SCHOOL

Whatcom Intergenerational High School

Minutes

Board Meeting

Date and Time
Thursday August 31, 2023 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 31, 2023 06:00 PM
Sep 28, 2023 06:00 PM
Oct 26, 2023 06:00 PM
Nov 30, 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)
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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
A. Juarez Cordova (remote), C. Espina (remote), G. Goulet (remote), M. Hudson (remote), N. Mughal-Barrows (remote)

Directors Absent
None

Ex Officio Members Present
D. Walker (remote)

Guests Present
B. Luu (remote), C. Baron (remote), C. Kolk (remote), E. Zamora (remote), J. Stoppani (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 Aug 31, 2023 at 6:04 PM.
A. Juarez Cordova made a motion to adopt the agenda.
M. Hudson seconded the motion.
The board **VOTED** unanimously to approve the motion.
G. Goulet made a motion to revise the agenda and add Teacher Share Out then adopt the agenda.
A. Juarez Cordova seconded the motion.
Vote taken at 6:20 pm.
The board **VOTED** unanimously to approve the motion.
M. Hudson made a motion to modify the agenda to remove J. de Barros presentation.
A. Juarez Cordova seconded the motion.
Vote taken at 8:11 pm
The board **VOTED** unanimously to approve the motion.

B. Land Acknowledgement

Gail Goulet read the WIHS Land Acknowledgement

C. Mission & Vision

JaLynn Montes read the WIHS mission and vision.

D. Record Attendance

- JaLynn Montes, Principal, Wing Luke Elementary, Seattle Public Schools
- Jessica de Barros, CSC
- Mitch Price, WA Charters
- Italiana Hughes, CSC
- Jess Saven Barton, CSC

E. Consent Agenda

G. Goulet made a motion to adopt the consent agenda items.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.
G. Goulet made a motion to approve the minutes from Board Meeting on 07-27-23.
C. Espina seconded the motion.
included in consent agenda
The board **VOTED** unanimously to approve the motion.
G. Goulet made a motion to approve the minutes from Board Member application discussion & vote on 08-01-23.
C. Espina seconded the motion.
Minutes approved in consent agenda
The board **VOTED** unanimously to approve the motion.

G. Goulet made a motion to approve the minutes from School Specific Goals and Board Member Applications on 08-04-23.
C. Espina seconded the motion.
minutes in consent agenda
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Public Comment

- No public comment.

Teacher share out: Cam Kolk

- Phenomenon-Based Learning in partnership with Whiteswan Environmental, 13 Moons inquiry project based on examining from the perspective of the Saanich.
- Students interviewed families, teachers, community members, elders. Students had the choice to define their heritage/family.
    - Genealogical databases
    - Students compiled their research into their own 13 moons book
    - Last year, the students completed the first 3 moons.
- Cam Kolk, Ashley Peele, and Gail Goulet attended a Whiteswan Environmental event last week and WIHS students' work was showcased at the event. Opportunity to network and build more relationships and partnerships.
- The 13 Moons inquiry project will continue this school year, as many students express interest in continuing.
- Building the "brand" of WIHS and merging with media literacy, technology, and computer science.
- Whiteswan Environmental received a grant for a planetarium to be able to create 360 content to tell their stories.

III. Finance/Fundraising

A. Finance Updates

- Running Start student information reported. We're at 97% enrollment target for this year.
- Priority is to get to full enrollment next academic year as startup funds decrease next year.
    - Full enrollment for SY 24-25: 105 students that does not include Running Start, 112 head count fully enrolled students. Our target is 125.
- SAO Audit update for SY 21-22: Pre-exit meeting with SAO with D. Walker and C. Baron. Upcoming scheduled meeting with C. Espina and G. Goulet. Two findings on official report, both findings are easy to remediate.

- Non-profit had fallen out of registration with the state due to incorrect mailing address. Need to have board re-affirm decisions that board made during that time period.
- Procurement issue for the contractor for renovation work. Documentation was not clear why the contractor was treated as the sole contractor.

B. Fundraising

- The Finance Committee discussed having a fundraising event on **November 17th** that aligns with one of the already scheduled school showcase events.
  - Possible ideas: talent show and silent auction.
- C. Espina emailed the silent auction donation tracking sheet to board members and finance committee volunteers.
  - The Finance Committee also discussed having an end-of-year fundraising campaign.

IV. Academic Excellence & School Updates

A. Policy review and vote

Attendance Policy and Procedure

D. Walker presented the Attendance Policy and Procedures:

- Modeled from the original WIHS Policy
- Updated based on samples from WA Charter and review of other Whatcom Co. District Policies

D. Walker gave an overview of the Procedures and Action Plans:

- Attendance/Truancy Requirements
- Attendance Monitoring Flow Chart
- Attendance and MTSS Action Plan
- Proactive Attendance Supports
- Compliance Aligned by Number of Absences (Internal)

Discussion

- First Day Assembly: Updated policy and procedures reviewed with students.
- Staff PD: Attendance policy was addressed at staff development. Bi-weekly staff meetings and the next PD is scheduled soon.
- This academic year, the Academic Committee will be monitoring how the implementation of the updated attendance policy and procedures.
- Community Engagement Board: We will get an MOU with Whatcom Co. Juvenile Court to establish WIHS as a school. CEB is developed by each individual district.

WIHS will need to establish our own CEB. Advertisement in the newsletter to recruit families and community members to volunteer to serve on the CEB, along with one staff member.
    - Volunteers will complete the required training.
    - CEB should be established by the end of September.
- NWRDC will train E. Zamora in Skyward. Front Desk staff will be trained in Skyward too.
- A. Peele is MTSS lead. WIHS team will try to get MTSS tracking into Skyward.

Commission:

- New Correction Action Plan (CAP) is focused on attendance policy and procedures.
- CAP items may be more stringent than the proposed policy. Recommend waiting to vote on policy.

We will wait to vote on the attendance policy and procedure so it reflects CAP.
M. Hudson made a motion to accept the proposed Service Animals in School policy that was updated 3/17/2023.
G. Goulet seconded the motion.

- Consulted with Cedar Law to draft animal policy

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

B. School Updates

- Academic Dashboard
    - Total enrollment: 84 students enrolled, 3 prospective students
    - Enrollment by race as compared to Bellingham, Squalicum, and Sehome H.S. (source: OSPI School Report Card)
- Staffing updates:
    - Kit Catwell - Math, Career Explorations, CTE, and STEM
    - Waverly Shreffler - Social Studies and Health
    - Paul Thelen - Art and Video Production
    - Front Office position applicant pending

CAP update

1. SBAC Interim assessments:
    1. No updated information on interim assessments. At the last Academic Committee meeting, the testing calendar was reviewed. Make-up days are built into the calendar. The board will review data in the October board meeting: October 2023, January 2024, and March 2024.

2. Instructional minutes and enrollment numbers sent by grade - documents sent to CSC.

School-Specific Goal Results: A few items need to be adjusted, D. Walker will re-submit
Reports sent to CSC: School Leader Performance and Transfers and Exits

C. Academic Excellence & Charter School Commission Update

V. Governance

A. Charter Commission Update

Update on board recruitment:

- Two people with K-12 experience have indicated they will apply to serve on the BoD. Once we receive their applications, the Board will call a Special Session to vote on their membership.

B. Upcoming Board Tasks

We typically hold the annual board retreat in August/September. We will wait until the two new board members apply and are approved to schedule the board retreat. We will aim for mid-late September.

C. Closed Session

Discussed CBA in closed session according to RCW **42.30.140**

- (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

The closed session started at 8:19 p.m. The closed session was extended an additional 26 minutes.

The closed session ended at 8:45 p.m.

D. Collective Bargaining Agreement Vote

No further action will be taken right now. The Board will call a Special Meeting in the next few days after receiving legal consultation on the CBA.

E. Board and Commission Roles

Agenda item tabled due to time constraints.

VI. Anti-Racism and Transformative Justice Work

A. Announcements: Local anti-racist and transformative justice opportunities

N. Mughal-Barrows attended the **Since Time Immemorial** training last week. Her takeaways included:

- Whenever there is the opportunity for someone to speak for themselves, take that opportunity and do not speak for others.
- Perspective taking: Training often dilutes diverse perspectives among tribes. Humanize all.

D. Walker reached out to S. Williams with Whiteswan Environmental to get a plan in place for this year to develop a basic MOU for work this year.

- This aligns with our School-Specific Goals to preserve the Lummi language and formalize our partnership with Indigenous elders and allies. Outdoor education would also be a wonderful thing to bring forward for phenomenon-based learning.

Mt. Baker Foundation offers stipends for BIPOC board members of local non-profits.

N. Mughal-Barrows talked about developing a possible Community and Cultural Engagement and Anti-Racism Committee of the Board of Directors.

WA Charters hosted a Round Table Session with Board Chairs. N. Mughal-Barrows attended and made some good connections with fellow Board Chairs.

VII. Other Business

A. Announcements

Virtual Board Lunch and Learn Meeting with WA Charters and CSC: **Friday, Sept 8, 11:30-1:00 pm: Board Member Roles and Responsibilities**

Board Member Professional Development
Annual Training:

- OPMA and staff credentialing requirement
  - CSC and WA State Professional Educator Standards Board will host a webinar on September 20, 2023 from 4-5 pm providing an overview of different types of teacher certificates. Topics include certificate endorsements, assignment of teachers, special education compliance,

limited certificates, and more. The webinar will be recorded for future viewing if unable to attend.

- Mandatory Equity Training for School Board Members: Two trainings (5 hours) offered in-person and virtually. Sign up on the WSSDA website. Scholarships available through WA Charters Association. The WSSDA Conference in November will be available. New board members have 2 years to complete these trainings. WA Charters offers scholarships to complete the training.

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

G. Goulet made a motion to adjourn the meeting.
C. Espina seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:14 PM.

Respectfully Submitted,
C. Espina