APPROVED

Whatcom Intergenerational High School

Minutes

Whatcom Intergenerational High School Fall Board Retreat

Date and Time
Saturday August 17, 2024 at 8:00 AM

Directors Present
D. Smiles (remote), J. Johnson, N. Mughal-Barrows, P. Freeland

Directors Absent
A. Juarez Cordova, M. Hudson

Ex Officio Members Present
D. Walker

Guests Present
E. Zamora

I. Opening Items

A. Call the Meeting to Order

J. Johnson called a meeting of the board of directors of Whatcom Intergenerational High School to order on Saturday Aug 17, 2024 at 8:23 AM.

B. Record Attendance & Welcome

C.

Land Acknowledgement

Land Acknowledgement read.

D. Mission & Vision

Mission and vision read.

E. Approve Minutes

J. Johnson made a motion to Table the approval for the previous meeting minutes until the August 22 board meeting.
N. Mughal-Barrows seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Consent Agenda

No consent agenda.

II. Public Comment

A. Public Comment

No public comment.

III. WIHS Board Retreat Sessions

A. WIHS' El Cap

B. WIHS' Objectives and Key Results

C. WIHS' G.R.O.W.

J. Johnson made a motion to Approve WIHS Board's 2024-2025 objectives and key results as drafted at the fall board retreat.
P. Freeland seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Who, What, When

E. Executive Session – Personnel Matter

J. Johnson made a motion to Approve the proposed changes to the Director of Education and Learning's 24-25 contract with the following conditions. (1) Evaluation by the Board: Within 90 days, the Board will conduct a comprehensive evaluation of the Director of Education and Learning (Director) performance. This evaluation will be based on established criteria that align with the school's charter and state standards, ensuring accountability and transparency in assessing the Principal's effectiveness. (2) Articulation of Additional Duties: The Director will identify and document all additional duties currently

performed. This documentation will include a description of each duty, its impact on school operations, and the time commitment required. The Principal will also establish a timeline and action plan for delegating these duties to appropriate staff members OR incorporating into regular duties. (3) Delegation Strategy: Within 90 days, the Director will develop a delegation strategy for critical duties. This strategy will outline specific deadlines and responsibilities for staff members who may need to assume these duties during periods of leave or emergencies. The strategy will include training resources and contingency plans to ensure staff are prepared to take on these roles effectively. (4) Faculty and Staff Evaluations: The Director will conduct and complete outstanding formal evaluations of all faculty and staff members. These evaluations will be based on a comprehensive framework that includes performance metrics, professional development goals, and feedback collected. The Director will ensure that evaluations are conducted fairly and transparently, providing constructive feedback and identifying opportunities for growth and improvement. This process will align with Washington State charter school requirements and best practices in educational leadership.
N. Mughal-Barrows seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. 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 12:07 PM.

Respectfully Submitted,
J. Johnson