APPROVED

# Whatcom Intergenerational High School

# Minutes

## Whatcom Intergenerational High School Board Meeting

**Date and Time**
Thursday October 16, 2025 at 5:30 PM

**Location**
Hybrid meeting.  Available to join via Zoom or in person at WIHS.

**Directors Present**
A. Juarez Cordova (remote), S. Clark (remote), S. Jara Arroyos (remote)

**Directors Absent**
M. Hudson, N. Mughal-Barrows

**Ex Officio Members Present**
C. Hackney (remote), L. Ellis (remote)

**Guests Present**
A. Lindgren, J. Fochtman (remote)

### I. Opening Items

**A. Call the Meeting to Order**

A. Juarez Cordova called a meeting of the board of directors of Whatcom Intergenerational High School to order on Thursday Oct 16, 2025 at 5:32 PM.

**B.**

**Record Attendance & Welcome**

### C. Land Acknowledgement

Lauren Ellis read the land acknowledgement.

### D. Mission & Vision

Adan Juarez Cordova read the mission and vision of Whatcom Intergenerational High School.

### E. Approve Minutes

S. Clark made a motion to approve the minutes from Whatcom Intergenerational High School Board Meeting on 09-18-25.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

### F. Approve Special Board Meeting Minutes

S. Clark made a motion to approve the minutes from Whatcom Intergenerational High School Special Board Meeting: October 1, 2025 on 10-01-25.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

### G. Consent Agenda

S. Clark made a motion to To approve the Consent Agenda.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

## II. Public Comment

### A. Public Comment

No virtual or in person public comment.

## III. Financial Review

### A. Financial Review

Adan Juarez Cordova, Chimere Hackney, and Katie Silberstein discussed Financial Dashboard as of September. Student head count for SPED is to be updated to ensure enrollment numbers are accurate, connected to Current Average Student FTE. We have 1.5 FTE to hire for para-professionals for students with disabilities in alignment for IEPs, all students are receiving services as outlined in their IEPs. This additional hire, is to increase capacity.

Board discussed revenue streams and budget spending. No questions from the board when it came to the Finance Dashboard, Budget Balance Sheet, and Budget Status.

## IV. WIHS Leadership Update

### A. Academics

Chimere Hackney will provide an overview of progress toward goals for:
**Academics:**

- Leadership has been reviewing IEPs ensuring services are being met. Instructional Coaches have conducted walk-through (ELA and Math) with a focus on co-planning and co-teaching. Chimere connected with teachers feel supported through new leadership transition. Chimere has been focusing on supporting teachers with effective use of student standards for appropriate learning that meets student needs. Chimere is focusing on student data that focus on the priority standards that our current data shows that our students need most.
- **Attendance:** Overall higher student engagement in classrooms with daily attendance at 79%.
- **Engagement:** Artist Point Field Trip, Earthquake Drill was successful, picture day was successful, and community engagement through Truth and Reconciliation Day. School is coordinating an event for Hispanic Heritage Month. Additionally, there has been increase of usage from families in Parent Square.

### B. Operations

Chimere Hackney will provide an overview of progress toward goals for:

- **Enrollment:** Student enrollment at 111, with FTE at 107, 1 Running Start, and 5 with Duel Running Start WIHS. Chimere is hosting Open House on Oct. 18th to inform the community.
- **Operations:** Standards Operating Procedures are being created across the school to ensure protocols are consistent.
- **Staffing:** New DOO hire for the school to support Chimere. This will ensure the school is in compliance. Chimere is connecting with Teacher TPEP to co-create goals.

## V. School Updates

### A. Enrollment Update

Anders Lindgren provides the following updates:

- 111 students in our headcount, with low attrition.
- Over the course of our 2024-25 year the school had a successful enrollment cycle. In the year prior, there were low mid-year withdrawals. This year the focus is

ensure that we continue to reduce mid-year withdraws and focus on mid-year enrollment.
- Lottery date proposed for Monday, March 3rd.

S. Clark made a motion to Approve Lottery Date of Monday, March 3, 2026 for Whatcom Intergenerational High School.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

### B. SY 26-27 Enrollment Proposal

Anders presented the SchoolOps proposal work:

- Gates Grant to continue matching funds.
- The goal is to reduce scope by 50% in order to move the capacity to the internal team. Over the course of 2024-2025 school year, SchoolOps has been supporting Whatcom Staff with capacity building.
- The FY25-26 Scope will focus primarily on coaching versus the day-to-day maintenance, since the school is building their own capacity. SchoolOps previewed the MOCHA decision matrix.
- Adan's question: If this is approved today, this work begin on Nov 1st. The current contract with SchoolOps goes through Oct 31st.
- Adan, provided context to the past challenges of enrollment at the school and how SchoolOps has provided additional capacity.
- Lauren, previewed how the onboarding plan for DOO, to ensure that future planning is clear, while reviewing the current priorities for the year. The focus on enrollment is priority for this role.
- Adan, additionally asked if this contract is current in the budget.

S. Clark made a motion to approve the SY25-26 Scope from SchoolOps.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

### C. Student and Faculty Handbook Updates

No changes were made to the employee and student handbooks, with the exception of staff names and contact information. Student and Family handbook had no changes, but active conversations are being had with cell phone practices and the use of common spaces.

Lauren focus on how this policy looks like in implementation sharing the Student Handbook Memo with different strategies that allow for implementation of cell phone policies. Active parent engagement is happening when it comes to cell phone use. The school understand that this is a dynamic situation while clear expectations when implementing the policy.

The use of the Common Spaces, the goal is to have students in class and engaging. Chimere has been working with teachers to align on the use of Common Spaces. The focus on implementation is aligned across all classrooms.

No changes to policies.

### D. Faculty Handbook Updates

S. Jara Arroyos made a motion to Approve Employee and Student and Family Handbook.
S. Clark seconded the motion.
The board **VOTED** to approve the motion.

### E. School Leader Performance Evaluation Template

The board reviewed and approve an annual School Leader Performance Template for the Executive Director (Chimere) from 12/1/2025 - 6/30/2026. Adan provided a breakdown of the process that focus on self evaluation, student and family survey, documentation, and goals.

No questions from the board to the evaluation process. Chimere shared how this evaluation process feel thorough and excited.
S. Clark made a motion to School Leader Performance Template.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

## VI. Governance

### A. Board Meeting Calendar SY25 - 26

Approve the Board and Committee Meetings for the remainder of the SY25-26. Adan proposed that our meeting cadence through June to ensure that families are aware and can get involved in board meetings.

Currently, meetings are as follow:

- Governance Committee: Second Friday of each month, 10-11 am
- Finance & Fundraising Committee: Second Thursday of each month, 4:30-5:30 pm
- Academic Committee: The Monday before the monthly Board Meeting, 3:30-4:30 pm
- Cultural and Community Engagement Committee: TBD
- Monthly Full Board Meeting: Third Thursday of the month, 5:30-7 pm

Lauren to reshare the information to be re-reshared out.

S. Clark made a motion to Board Meeting Cadence through June.
S. Jara Arroyos seconded the motion.
The board **VOTED** to approve the motion.

## VII. 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 6:58 PM.

Respectfully Submitted,
A. Juarez Cordova