

ISAAC Meeting Minutes - APPROVED

Date:	Time:	Roles & Attendees
12.13.17	5:30pm	<u>Facilitator</u> - Chris <u>Minutes</u> - Heather <u>Norms</u> - Richard <u>Timekeeper</u> -
Attendance: K. Gregoire, B. Crouch, L. Muller, S. Smith, C. Jones, D. Howes, H. Doughty, S. LaFrance, R. Muckle, K. Rollins Guests: Chris Baxter, Christine Pemberton		
ISAAC Mission Statement: <i>We inspire our students through the arts, communication, and exploration in a collaborative, multicultural community to be courageous citizens who are difference makers.</i>		

Norm	Description
Find joy in the work.	We will find joy in the work by communicating positively and using humor as appropriate to help us work better together. - 6th grade
Be productive and present (phones, technology).	We will be productive and present by becoming familiar with materials before we arrive and by being attentive to behaviors which affect physical and mental engagement.
Maintain a growth mindset even in disagreement.	We will maintain a growth mindset by pushing ourselves to be learners, probing for deeper understanding, and taking risks and time for reflection.
Actively and respectfully listen to all perspectives	We will invite and welcome the contributions of every member and listen to each other by attending to the “7 P’s of Collaboration:” promoting a spirit of inquiry, pausing, paraphrasing, probing, putting ideas on the table, paying attention to self and others, and presuming positive intentions.
Give kind, specific, and helpful feedback.	We will communicate in a collegial and honest atmosphere by pushing each other’s practice, being pro-active, and grounding our thoughts, feelings, and opinions in evidence in order to find solutions.

Agenda	Time (min)	Notes
Welcome: Agenda review, norms, roles, Mission statement, approve minutes for previous meeting	5	Motion to approve minutes for November meeting. Vote: Yay - 7 Nay - 0
Public Comment	5	none
Student Report	5	none
Executive Director Report	15	<ul style="list-style-type: none"> ● David presented video demonstrating the three dimensions of achievement. ● Celebration of Helena Damas for her courage in speaking about her visual impairment and as a subject of a recent video ● Recognition of Nick Kinder who was the long term sub for PE while Sheila Miller was on maternity leave. He has done a remarkable job. ● Student Led Conferences on December 14 ● Quality Work Protocol on December 15 ● Winter Concert on January 17 ● Winter Celebration of Learning on January 31

Academic Excellence	10	Dale Bernadoni was a guest at the committee meeting. Learning walks were discussed. The BOD needs to review the absentee policies to look at chronic absenteeism. The committee is looking at ensuring our habits of scholarship are not just for credentialing purposes but authentic for the school on a daily basis.
Development	10	ISAAC applied for a grant for more comprehensive social emotional learning. The case for support letter was mailed out after Thanksgiving - the committee will identify the top prospects. The committee will develop a policy on gift giving to be presented at a later date. The committee will also create a guide/script to help BOD members request future gifts.
Finance	10	Finances from October look as planned; expenditures are 25% of the year.
Governance	10	We have no candidates for the Parent Director. A letter will be sent home to families seeking volunteers for this position and IPAT. We have three viable candidates for future Board members, including the immediate vacancy. The Strategic Planning Committee will be comprised of Kyle, Barbara, David, a teacher, and a parent. They will meet on January 11 at 5:30pm. The committee feels the BOD needs to review ISAAC policies in an active and consistent way. Motion to create a special work session on the 2nd Wednesday of the month an hour before the BOD meeting to discuss ISAAC policies. Vote: Yay - 9, Nay - 0.
Executive Committee	10	The teachers meet next Tues. to discuss the current contract negotiations. The BOD should plan to approve the contract at the January meeting.
New Business	10	<ul style="list-style-type: none"> ● Lunch program - we have three choices: continue with NLPS with payment, connect with Integrated Day School and their lunch program to be delivered, connect with LEARN and SLA to provide lunches until the end of the school year. SLA can provide breakfast, lunch, and afternoon snack. <ul style="list-style-type: none"> ○ Motion made to use LEARN and SLA as our food provider for the remainder of the 2017-2018 school year. Vote: Yay - 8, Nay - 0 ● Strategic Planning Committee - first meeting January 11, 2018 ● BOD/Staff Holiday Party - postponed till Spring when it's warmer ● Retirement Party for Kim Siebert - February 16 at Ocean Beach Park, RSVP February 2. The cost will be \$2685. The BOD and ISAAC are splitting the costs. Each BOD member should give \$135, payable to ISAAC by the February BOD meeting. Invitations should go out soon. The gift has been chosen. Students will make centerpieces. ● Recognition of Jason, Steve, and Ellen should happen in March at Filomena's. ● 2018 meetings - we need to establish and approve dates for all meetings and committee meetings at the January BOD meeting (state statute to be posted by January 31, 2018).

Next Step	Responsible Party
Call Filomena's	Chris

Next Meeting Date:	1.10.18	Next Meeting Time:	5:30pm
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