



Board of Directors Meeting Agenda & Minutes

Date	Time	Roles
2/13/2019	5:30pm	<u>Facilitator</u> - H. Doughty <u>Minutes</u> - B. Crouch <u>Timekeeper</u> -S. Smith <u>Mission Statement</u> - R. Muckle <u>Norms</u> - David

Attendance	C.Jones, B. Crouch, H. Doughty, S. Briones, R. Muckle, L. Muller, S. Smith, D. Howes, L. Cabrera, D. Brailey Guests: C. Pemberton, Mr. K Students: P. Gashi
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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>
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ISAAC Vision	<ol style="list-style-type: none"> All ISAAC students create high quality work that is celebrated in the community for making a difference and is acclaimed for its craftsmanship, authenticity and complexity. All ISAAC students articulate how their habits and their CREW values help them to be successful scholars. All ISAAC students possess the knowledge and skills when they graduate from eighth grade to do rigorous high school work and to graduate from high school to be college and career ready. All ISAAC students develop stamina by doing work that matters- when they persevere through challenges, they acquire new skills, they demonstrate higher order thinking, and ultimately, they become self-actualized, self-confident individuals who own their learning and seek to make a difference in their communities.
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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. We celebrate our successes and embrace challenge with positivity and resolve.
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 proactive, and grounding our thoughts, feelings, and opinions in evidence in order to find solutions.
Driven by learning, informed by data.	We will ground all conversations in data or evidence. We maintain a growth mindset about the potential and capacity for all students to learn and grow. We use data and evidence to inform and adjust instruction and guide decision-making.

Agenda	Time	Notes
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Welcome: Agenda review, norms, roles, Mission statement, approve minutes for previous meeting	5	R. Muckle made the motion and it was seconded by L. Muller to accept the January 9, 2019 meeting minutes. Unanimously accepted.
Public Comment	10	No comment
Student Report	5	Mr K and Prishtina Gashi discussed their experience in Washington, D.C. (National Commission on Social, Emotional and Academic Achievement). 24 hours were packed with first - first plane ride; first hotel room in her name; first time speaking in front of politicians; first time being on Twitter.
Executive Director Report	15	D. Howes presented the Executive Director's report. Students participated in the Community Conversation at Groton Public Library. Partnership with the Garde Arts Center that allowed ISAAC students to work with STOMP. Appreciations and Celebrations: Teaching Staff: Keith Vitali and Tom Hogan, Operations Staff: Debra Sargent, Alexa Chalas, and Milly Rivera Students: LJ Higgins and Lavera Kolada Parents: Dana Parfitt Upcoming Events: 2/15 Hoops for Hearts and PL; 2/18-2/19 Break; 2/21 - Opening Groton New London Airport; 2/26- Information Sessions; 3/1 - Parent Coffee; 3/8- PL 3/8 -9, CMEA Music Fest
Academic Excellence	10	S. Briones presented the AE Reported. Character: Chronically ABsent 12.4% (February) and 11% (January); Two Students received Golden Passes both were 6th graders. January ISS 14/ OSS 16; February ISS 31/ OSS 16 Mastery of Knowledge and Skills: MAP Winter 2019 Data - Growth Targets 2013-2019 separate handout. Growth Target data for this year and previous years show positive growth. When overall scores are presented in June, Spring MAP Test results portrait ISAAC overall students are achieving 51%-50%. With this understand, Growth Targets are not indicators of end of year student performance. Overall Reading: 59% Math 53% Overall: Reading 50% Math: 51% High Quality Work - EL Mid-Year Review Action Steps <ul style="list-style-type: none"> Identify skills and supports needed for teachers to address challenges to classroom management and to creating a safe and supportive classroom learning environment. Provide clear guidance for teachers to consistently use HOS to positively frame behavior expectations and use HOS to positively redirect behaviors rather than frame redirection in a punitive way. Focus on designing tasks that prioritize higher order thinking and scaffold towards greater complexity and rigor. Ensure that scoring tools are in student-friendly language, that the language is accessible and concrete, and that there is an element of student input on some criteria. Ensure that teachers are provided with support to effectively plan for and deliver small group instruction during FLEX Based on assessment data, identify and prioritize areas of instructional focus in math and Language Arts. Ensure that the ILT is able to effectively monitor progress around priorities by scheduling regular walkthroughs. AE Feb Minutes AE February Handout
Development	10	L. Muller presented report. Grants proposal to Community Foundation; did not receive Bodenwein; March 1st Liberty Bank deadline; Pfizer is March 29th. Annual Appeal will be an emailed letter. Goal is to recruit two (2) new members for Development. Multicultural Dinner is March 29th at Connecticut College. Potential Sponsors: Dime Bank, CHelsea Groton Bank and Wheeling City. May 4th is Block Party. Steak Dinner is May 10th - Tickets are \$25 with ISAAC receiving \$10 per ticket. Their will be a basket raffle with profits going to the endowment. A grant of \$5,000 was received to offer nature-based program with the Robert Tory Peterson Estuary



		Center.
Finance	10	S. Smith presented the Finance Report for December. 50% of the Fiscal year - expenditures are at 49% and income is at 60%. Budget Calendar - February 1st draft for Finance Committee; March Board meeting 1st draft to Board; April is budget workshop for staff and public; May review budget; June budget will be adopted by the Board. In September a revised budget will be presented to the Board. Copy of the audit was presented to the Board. Auditors should change every five years (industry standards). Suggestion that a new audit firm be selected. Denali Grant is \$6,600 and not \$20,000 as reported in the May 2018 Minutes. Mid-year teacher increased was paid. Auditors have recommended that Board is notified when a contract over \$5,000 is received. College Planning Partners contracts for \$8,500 and one \$7,900.
Governance	5	H. Doughty Governance Committee meeting. Board recruitment is happening now. Skill sets identified: Critical Needs are finance, budget and fundraising. H. Doughty sent requests to various partners and Board members to help identify potential new Board members. Board Training update: school finance critical need is transportation; building partnerships with NLS and LEARN. March will be dedicated to EL education - be prepared to ask questions. April Board Training Moment - Equity. Participate in a learning walk. Fall Retreat - September 21st is the date. SOP will be completed by the Governance Committee. March meeting of Governance will focus on this project.
Executive Committee	10	H. Doughty presented Executive Committee - staffing, safety forum. D. Howes discussed Community Faces and how EL discussed utilizing this project in a reprint of an EL book. Development Department for EL wants to feature ISAAC on the cover of their annual report.
New Business	10	No other new business. L. Muller discussed possible Robert Wood connection. S. Smith made the motion and L. Muller seconded adjournment. Meeting adjourned 6:54pm

Next Steps	Responsible Party

Next Meeting Date:	3.13.2019	Next Meeting Time:	5:30pm
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