



Board of Directors Meeting Minutes - Approved

Date	Time	Roles
8/08/2018	5:30pm	<u>Facilitator</u> - C. Jones <u>Mission</u> : B. Crouch <u>Norm</u> : S. Smith <u>Minutes</u> : K. Rollins

Present	Attendance: C. Jones, S. Smith, H. Doughty; K. Rollins, S. Briones, R. Muckle, L. Muller, B.Crouch, L. Cabrera Guests: D. Howes, C. Pemberton
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ISAAC Mission Statement

We inspire our students through the arts, communication, and exploration in a collaborative, multicultural community to be courageous citizens who are difference makers.

ISAAC Vision

1. 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.
2. All ISAAC students articulate how their habits and their CREW values help them to be successful scholars.
3. 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.
4. All ISAAC students are developing 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.

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.



<p>Actively and respectfully listen to all perspectives.</p>	<p>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.</p>
<p>Give kind, specific and helpful feedback.</p>	<p>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.</p>

Agenda:	Time (min)	Notes
<p>Welcome: Agenda review, norms, roles, Mission statement, approve minutes for previous meeting</p>	<p>5</p>	<p>Chris read the mission statement. Norms and timekeeper were decide. Heather made a motion: seconded by Lee: the board voted to table the June minutes until they are completed and the board voted unanimously to table the minutes.</p>
<p>Public Comment</p>	<p>5</p>	<p>None</p>
<p>Student Report</p>	<p>None</p>	<p>None</p>
<p>Executive Director Report</p>	<p>15</p>	<p>David presented the mission statement and the ISAAC Vision. Celebrations included Video that will be featured at the EL Annual Meeting in Philadelphia in November. The Video celebrated the Immigration Project completed by the 6th grade class. The board shared their opinions on the video - emotional, great work for 6th graders; sets the tone for 7th grade; emotionally moving; the emotion is the same every single time it is viewed; partners to showcase the video with the community.</p> <p>David connected the video and project to the strategic plan and connection to EL. 1. The project shows high quality work. 2. The project shows the use of CREW values to help them be successful. 3. The project sets the the trajectory for high school and college. The mission and vision are alive at ISAAC.</p> <p>Mr. K and two students and their families have been invited to attend the EL conference free of charge.</p> <p>Appreciations: Facilities Staff - Willie, tino, Rick Office Staff: Gloria, ALexa, Milly, Jenni Business Staff: Steve and Kim IT Staff: Josue - Good Luck at UCONN; welcome Curtis</p>



		<p>Summer Projects: repairs, kitchen updates, update Area of rescue, inventory, repairs and updates to IT equipment - now we are one-to-one - every student has a chromebook. Payroll, insurance, training new team, enrollment, new student registration, meal program development. Writer's Block, Ink programmed here during the summer.</p>
Academic Excellence	10	Karen reported they are meeting September 10th.
Development	10	<p>Lee reported for Development in Kyle's absence. 2018-19 Goal Setting</p> <p><i>Board Goals (from Development perspective)</i></p> <ol style="list-style-type: none"> 1. Each member of the board shall contribute 5% more in yearly donations than their previous year, which will also ensure 100% participation. 2. Each board member shall actively engage with their networks and refer partnership and funding opportunities to the appropriate committees. 3. Each board member must participate in planning and/or hosting an event involving fundraising or partnership opportunities. <p><i>Development Committee Goals</i></p> <ol style="list-style-type: none"> 1. Each member will refer four (4) grant opportunities to the committee each year. 2. The committee will create an annual giving program. 3. The committee will produce content for ISAAC newsletter, including sponsorship opportunities. 4. The committee will work more closely with ISAAC Parent Action Team (IPAT). 5. Each member shall not miss more than 3 meetings per year. 6. The committee will recruit at least one person to join the committee as a volunteer. <p><i>Development Committee Performance Indicators</i></p> <ol style="list-style-type: none"> 1. Private Grants Raised YTD 2. Donations Raised YTD 3. % Raised to Budgeted Income 4. % board members making a donation 5. # community meetings <p><i>Fundraising Goals</i></p> <ul style="list-style-type: none"> • Total Private Money (non-Government) - \$75,000, which is



		<p>2% of school income.</p> <ul style="list-style-type: none"> ○ Share of Private Grants - \$50,000 ○ Share of Donations - \$25,000 <ul style="list-style-type: none"> ■ Annual Appeal ■ Annual Giving (“Friends of ISAAC”)... ■ Fundraising Events... <p>\$20,000 in grants received this year.</p>
Finance	10	<p>Sharon reported that we will wait until we finalize the June 30th financials. June 30th report will be reported in the September meeting. The 2018-2019 Budget will be finalized for board approval in September. Enrollment is scheduled to be 276 - the state approved 6 additional seats. Sharon and David discussed the additional \$250 per student. Area of Refugee project was completed so that a person unable to navigate the stairs will have a call box. We did not receive the debt reduction grant, which is a competitive grant.</p>
Governance	10	<p>Heather has two reports. Retreat information - the date was changed from August 11th. David suggested that we engage all of our partners - teachers union staff, operational staff, instructional leadership team, students and parents - 25 to 30 people. This is outreach to the community to help us make informed decisions. Retreat will be at the MPTN Museum. David will select a facilitator for the event after no suggestions from the Board. Retreat is September 22nd from 9am until 2pm. Required reading for the retreat - <i>What School Could Be</i>; draft strategic plan; dashboards.</p> <p>Governance reviewed the duties of the governance committee. Two areas that should be addressed.</p> <p>Goal 1: Disconnect between EL education and Board’s ability to understand and communicate these ideas. October, January, and April 15 minute presentation for the Board.</p> <p>Goal 2: Board evaluations will be researched. For the Board to self-reflect and develop greater proficiency and improvement. This would be in November and May.</p> <p>Goal 3: Order of succession for the Board. Look at Executive Committee and how we transition members to the Executive Committee.</p> <p>Goal 4: Look at policies that we do not have to establish those policies.</p>
Executive Committee	10	<p>Chris reported on Executive Committee. New Board members, Staff, and ACE (Arts, Communication and Exploration) Coach were discussed. Board Retreat and start of the school year were also discussed as well as the projects: Kitchen and Area of Refuge. The committee also</p>



		<p>discussed why ISAAC was given an additional six (6) seats and the increase in per pupil allocation for charter school (form \$11,000 to \$11,250).</p> <p>Celebration of Deb was discussed. Celebrations should be held at Board Meetings in the future. Russell will be included in the celebration.</p>
New Business	10	<p>David provided an update on the School Lunch program. The provider will be report directly to ISAAC.</p> <p>EL National Conference. Chris reported that he would yield his spot to another board meeting to attend the Conference.</p> <p>Approve the school calendar for 2018-2019 - Moved by Richard; second Heather motion carried.</p> <p>Heather provided updated sheets for the Board Binder - Board list and Board Meetings for Tab 9.</p> <p>Motion for executive session - Sharon; Heather to discuss the evaluation - approved. Entered into Executive Session at 6:55pm - Executive Session ended at 7:25pm</p> <p>Lee moved to adjourn; Second by Sharon Adjourned at 7:26pm</p>

Next Meeting Date:	9.12.18	Next Meeting Time:	5:30pm
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