

ISAAC Meeting Minutes - APPROVED

Date:	Time:	Roles & Attendees
05.10.17	5:30pm	<ul style="list-style-type: none"> • <u>Facilitator</u> - Chris • <u>Minutes</u> - Heather • <u>Norms</u> - Kyle • <u>Timekeeper</u> - Jason
Attendance: D. Howes, S. Smith, S. Castagnaro, H. Doughty, C. Jones, J. Rusk, E. Calkins Guests: Richard Muckle, Mike Carbone, Sheila Miller, Barb Zegarzewski, Mike Barron, Sue LaFrance, Nancy Rogers, Lisa Camilleri, C. Pemberton, Karen Rollins		
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.		

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 April meeting	5	Action: Vote to approve April minutes. 6 yea, 0 nay
Public Comment	5	Comment: Mike Barron spoke for the Teachers. The teachers will be more present at Board meetings today and in the future. They would like to contribute to an open and team focus for ISAAC where all of the shareholders are represented in the best interest of the students. Barb Zegarzewski spoke as a teacher and a parent. She has concerns that we are not communicating well with parents about our future cuts. Richard Muckle responded to Barb's comments. Lisa Camilleri expressed concerns about a future plan for who will absorb the work performed by teachers who were cut, when this will be decided, and better communication about this plan. Sue LaFrance spoke about losing two special education teachers, wondering about future plans for how the work will be accomplished.

Student Report	5	None
Executive Director Report	15	<p>Report: Update on enrollment - 90 students in incoming 6th grade, 3 students in 7th grade. SBAC Testing was completed last week, organized by Barb Zegarzewski. Thanks were given to all involved with the 20th Anniversary Celebration.</p> <p>Appreciation to Mike Carbone, Christine Pemberton, Milly Rivera, and Mandy Bonano for organizing the Celebration of Learning.</p> <p>Appreciation to Keith Vitali and Bror Okerblom, Jenn Raub, and Diana McMasters for their work with "Displaced" in collaboration with Writer's Block InK.</p> <p>Appreciation to Sheila Miller, Mike Barron, Mike Kuczenski, Jaime Ferace, and Grace Rupe for leading the Outdoor Leadership Trip, and especially for their efforts when the trip had to be ended early due to bad weather and hypothermia concerns.</p> <p>May 12 - Implementation Review May 18 - Rotary Student of the Year Lunch June 7 - Spring Concert June 13 - 8th Grade Promotion 4:00pm June 16 - Last Day of School</p>
Academic Excellence	10	Report: Progress with the Implementation of EL was looked at. Behavioral data was examined.
Development	10	Report: Debriefing of the 20th Anniversary Celebration event. Looking at current strategic plan and future strategic plan ideas to shape committee work. Also looking to recruit future committee members who have strong fundraising skills.
Finance	10	<p>Report: We are currently in good shape for this year. There are additional repairs that are needed for the elevator that will be taken care of by the capital reserve account. We are facing a financial crisis for the future of the school. We need to generate significant fundraising efforts through the Development Committee. There are many unknowns: \$11k student allocation, insurance costs, etc. Annual expenses are increasing by roughly 5% for next year, but we are receiving the same state income. There were questions and discussions about the Insurance Plan for teachers - a first meeting was held but a second meeting will take place May 24 at 4:00pm. The budget will need to be voted on in June - proposal for a budget draft will be distributed at the end of this meeting. Proposal for a budget workshop special meeting on May 31 at 6:00pm.</p> <p>Action: vote to have a special meeting on May 31 at 6:00pm to present information about the 2017-2018 budget. Yea - 8, nay - 0</p>
Governance	10	<p>Report: Nominations for Executive Committee were discussed. Nancy Cowser has officially resigned from the Board, and her resignation letter was read. Future Board Nominees were presented to be voted on in June. The upcoming Teacher and Parent Director positions were discussed. A request was made to have a transparent process for selecting the Parent Director which will go back to the committee to craft. Upcoming Board training was discussed. Expectations for Board members is being developed and will be presented to the Executive Committee. A request from this committee to hold future BOD meetings in the music room was made. Proposed changes to the Bylaws were examined and</p>

		discussed.
Executive Committee	10	Discussion: Vacancies for the upcoming year were discussed. Programming changes need to be announced to the teachers and families. Future financial options were looked at. There was discussion about a future partnership with Writer's Block InK. The Executive Director evaluation was discussed.
New Business	10	<p>Discussion: ISAAC needs to make sure we are using and integrating technology in the classrooms because a programmatic cut to eliminate the technology program was made.</p> <p>Discussion: Teacher End of the Year Lunch on June 16 at 12:30. Contributions of \$20 per Board member is requested at the June BOD meeting. Heather will organize.</p> <p>Discussion: There is concern about future enrollment at ISAAC because of the New London Pathways. Parents of New London students feel they need to stay with their pathway to ensure their child can attend their high school of choice. It's time for the Board to explore what role ISAAC can have in the Pathways program by speaking with Dr. Rivera, LEARN, and others.</p> <p>Action: Vote for the Board Chair and Executive Director to explore other partnerships in the community. Yea - 8, nay - 0</p> <p>Discussion: Question about how committee chairs were decided - answer is that the Executive Committee appoint these positions.</p> <p>Discussion: Question about how to respond to public comment - answer is to discuss at special meeting on May 31 at 6:00pm.</p>

Next Step	Responsible Party
Add the Teachers' concerns to the agenda for the next meeting	Heather

Next Meeting Date:	6.14.17	Next Meeting Time:	5:30pm
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