



**Board of Directors Meeting
Agenda & Minutes - APPROVED**

Date	Time	Roles
12/12/2018	5:30pm	Facilitator - C. Jones Minutes - M. Rivera Timekeeper - K. Gregoire Mission Statement - C. Jones Norms - K. Booker

Attendance	<p>Present: C. Jones, H. Doughty, D. Howes, K. Rollins, R. Muckle, B. Crouch (via phone), L. Cabrera, K. Gregoire, K. Booker, S. Briones, M. Barron, Lee Muller</p> <p>Excused: S. Smith, D. Brailey</p> <p>Guests: C. Pemberton, C. Baxter, S. LaFrance, M. Remus, Kristen Waldren (parent of an ISAAC student)</p>
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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 (min)	Notes
Welcome: Agenda review, norms, roles, Mission statement, approve minutes for previous meeting		Action: Minutes for November meeting were approved 10 - yea, 0 - nay
Public Comment		2 Visitors introduced themselves
Student Report		None
Executive Director Report		<p>David shared a PowerPoint Presentation. David went through the ISAAC Vision. Tracking Our Progress & Celebrating Our Successes Goal 1: Educating through Creativity and Character Objective 1: All ISAAC staff are leaders. Our teacher leaders, B. Zegarzewski and L. Lazarou, attended a training and will be coaching their peers. Goal 2: Strengthening our Conditions Objective 2: Maximizing Instructional Time An additional 300 minutes to the school day has proven to benefit students remarkably. Some of our students attend Technology, Education and Design Talks (TED Talks) 1 6th, 5 7th, 1 8th. Various board members and staff members worked with our students to help them prepare their speeches. The students even showed up after school and on Saturdays to prepare for this event. Their speeches will be put on YouTube. On January 15, 2019, at the Groton Public Library from 6:00-7:30 pm, Mr. Booker will have the students on a panel and will repeat their speeches. This will be put on TV public access channel. Goal 3: Reaching out to our Community Objective 2: Alignment with standards Equity in Education Expedition - 8th Grade - Led by Mr. Barron 2 speakers came to speak: Kathy Osten, funding in CT; Jeff Benedict, author of Little Pink House, Without Reservations, etc. New York Times best-selling author. He came yesterday and spoke w/ 8th graders about their experiences. He writes a lot about sports. Encouraged students through his experience to take their education seriously. Spoke with the students for 2 hours. Objective 3: The power of our Community Partners David and Shem Adams (ISAAC 7th grader) attended the Thrive! Conference at the Mashantucket Pequot Museum. Judge Shrugger invited 15 civics students were invited to come join judges, lawyers, the CT Supreme Court Judge, Senator Formica in a talk about Law. Impact of new Governor and new elected official on education. David attended a Leaders Conference this week. Important to let law makers new what impact charter schools have on the community. Board members are encouraged to build and nurture this partnership.</p> <p>Appreciations/Celebrations Mike Barron, 8th grade Soc. Studies Teacher, and Jeralyn Grills for displaying courage. She is instituting Standards Based Grading.</p> <p>Willie Quinonesj, Facilities Manager, for maintaining the building safe and comfortable, and Jenni Barnes, Data Manager, reporting student progress to students.</p> <p>Students who participated in the EL National Conference. Moustapha Gueye, Shem Adams, Jayla Torres, Richard Parsons, Alistair Haglund, Isis Bandele-Asante, Iliamna Hernandez, Syeda Raza</p> <p>Parents: Yolanda Mejia, Chair; Tomi Stanley, Vice-Chair; Dawnn Harkness, Secretary</p> <p>Upcoming Events/Dates</p>

	3 Dimensions of Achievement
Academic Excellence	<p>Character Update, HQW Protocol, School Climate Karen will provide a handout.</p> <p>End of Trimester- Honor Roll: 76 6th grade, 58 7th grade, 34 8th grade</p> <p>K. Rollins - Character, High-Quality Work, Mastery of Knowledge and Skills Absenteeism is the main focus: Oct chronic absenteeism 11% to 9.2% in November.</p> <p>3 BOD members donated to help recognize students who are improving their absences.</p> <p>Recognized one student this month who is on the severe medical needs list.</p> <p>Jan 4 is the Quality Work Protocol PD in the afternoon.</p> <p>Data dashboard will be updated in January.</p> <p>Flow map handed to the group explaining the teachers and their positions and who works to support who and how. Instructional Team, School Wide Data Team, etc.</p> <p>New Business: School Climate, staffing position ideas, D. Sargent's role as behavior liaison.</p> <p>16-17 students have behavior plans. Will be discussing how these plans are going and if students are being added.</p> <p>Next month will be looking at Interim Assessments.</p>
Development	<p>Applied to 2 different Collaborative programming with Writers' Block. Received money in the past and will reapply again.</p> <p>Met with Kia Baird who will be helping ISAAC with filling out grants this year.</p> <p>Will apply to the Block Grant.</p> <p>Grant to help 7th grade environmental program.</p> <p>Heather D. had multiple friends unaffiliated to the school who donated and raised \$250 online and money sent in.</p> <p>\$15.00 per board member was suggested.</p> <p>Send out an email asking for donations before breaking for Christmas Recess.</p> <p>Kim Robinson, ISAAC staff member, joined the Development Committee. Gift wrapping fundraiser at the Crystal Mall this Saturday, 12/15/18, 3:00-9:00 pm. Donate items in the main office.</p> <p>Working with the Multicultural Dinner in the spring. When details are finalized, will be shared.</p> <p>Five Below fundraising - 12/15-12/22 - 8:00 am - 11:00 pm - 10% of all purchases will be donated to ISAAC. Flyer passed around by C. Pemberton.</p> <p>Collaborative programming with the Garde - work in progress. Jeff</p>

	<p>Benedict's visit resulted from the Garde. More information on collaboration with the Garde will be provided next month by B. Crouch.</p> <p>Annual Gift - Toward the end of the year, an annual appeal goes out requesting donations. Board members are asked to keep this mind for making their donations to ISAAC. PayPal, monthly pledges. Goal is 100% participation. Heather D. does an automatic donation through PayPal and gets a thank you for your donation from PayPal.</p>
Finance	<p>Budget - C. Jones passed a budget packet to all present.</p> <p>Vote on the New Budget:</p> <p>C. Baxter went through some highlights.</p> <p>Asked for scenarios for staffing. Staffing Proposal - 12/12/18 A packet was passed out and discussed.</p> <p>Hiring: Full-time SS teacher (\$56,000) School Safety Specialist (\$45,000) Parent and Student Support Liaison - staff shift - will take care with the SSC - free up Social Worker and School Counselor (no additional income) ILT Lead Teacher - staff shift (no additional income) Special Ed (part-time) (no additional income) Depending on the position, their contract may be until the end of this school year.</p> <p>Auditors feel that it is very important that as a board and finance committee, transparency in reference to contracts is a must. The following are current contracts or contracts to be used this FY: NESS Science and Sailing Program (\$8,000), Project O (\$8,000), iReady (\$16,405), EL (\$46,225), VNA (\$94,000), PowerSchool (\$6,245), Conn Resident - our auditors (\$26,225), changing the auditor, SLA (appx. \$125,000), Advanced Office Systems (\$17,172), Writer's' Block partnership (\$10,000)</p> <p>Elevator Closure, Roof Repair/Replacement, New carpet on 3rd floor, testing on the grout on the 3rd floor, minor plumbing and electrical work - these will be brought to the board for approval if they exceed \$5K.</p> <p>Four staffing proposals are the best fit, per David, LT and ILT.</p> <p>Will think about increasing a budget expenditure approval from \$4,000 to \$10,000. Will wait to meet with Sharon Smith.</p> <p>Motion to approve the proposed revised budget for the 2018/2019 school year. The change from last presentation is the staffing proposal (salaries and benefits may change slightly based on hiring): Motion Moved: R. Muckle 2nd - Heather Doughty and Kevin Booker All others in favor</p>
Governance	SOP Review
Executive Committee	<p>Discussed the staffing plan at their monthly meeting. Want to have a safety workshop, invite board, families, staff to discuss safety concerns. Similar to the finance workshop. Have heard from teachers that they have safety concerns. We have a School Safety Committee. There is a revised plan that will be submitted to the State. A board member is invited to join this committee. The plan will placed on the Google Drive for all board members to see and review.</p>
New Business	Every year the board tries to connect with the staff: luncheon for the

	<p>staff, something around the holiday season. This year there is the thought of doing something different: rent bowling at the Coast Guard Academy, bring some food and have a team building time in January or February. The cost is minimal for Heather Doughty since she is a member of the Coast Guard.</p> <p>Tomorrow IPAT is providing a late lunch/early dinner for staff at 3:00 p.m.</p> <p>Motion to adjourn: 6:49 pm. All in favor.</p>
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Next Steps	Responsible Party

Next Meeting Date:	1/9/2019	Next Meeting Time:	5:30 pm
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