



Board of Directors Meeting Minutes

*** Approved ***

Date	Time	Roles
6.12.2019	5:30pm	<u>Facilitator</u> - C. Jones <u>Minutes</u> - M. Rivera <u>Timekeeper</u> - S. Briones <u>Mission Statement</u> - C. Jones <u>Norms</u> - H. Doughty

Attendance	<p>C. Jones, H. Doughty, B. Crouch, S. Briones, M. Barron, D. Brailey, R. Muckle, L. Muller, S. Smith, L. Allen, K. Rollins Ex Officio: L. Allen Guests: B. Zegarzewski, C. Miller, S. LaFrance, D. McMasters, C. Baxter, W. Quinones, C. Pemberton Absent: K. Gregoire, K. Booker</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>

ISAAC Vision
<ol style="list-style-type: none"> 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.
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.



<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>
<p>Driven by learning, informed by data.</p>	<p>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.</p>

<p>Agenda</p>	<p>Time (min)</p>	<p>Notes</p>
<p>Mission; Norms; Minutes</p>	<p>5</p>	
<p>Public Comment</p>	<p>10</p>	<p>None</p>
<p>Student Report</p>	<p>5</p>	<p>None</p>
<p>Executive Director's Report</p>	<p>20</p>	<p>Interim Director's Report Expressed idea of recognizing not only the high achieving students, but all students. Parent, Tara Haglund, was recognized for all her volunteer time to our programs this year. Board for providing all staff with lunch today.</p> <p>ISAAC 3 yr PD Plan Draft 6-12-19</p> <p>ISAAC 2019-2020 School Calendar (Draft #5 6-12-19)</p> <p>Motion to Approve the 2019-2020 School Calendar: Moved: B. Crouch; 2nd: R. Muckle; All in favor; Non opposed</p>
<p>Academic Excellence</p>	<p>10</p>	<p>Good last meeting of the year. Happy to report absenteeism is down we are in the 7.0%, last 18.86%. Thank to all staff to help make the calls, built relationships with students and were able to make them come to school. Students with behavior plans, Tier 2 & Tier 3 - will be planning what to put in place next year.</p> <p>Students who had perfect attendance were recognized at the community meeting.</p> <p>Lisa Lazarou attended the Academic Ex. meeting. Reviewed MAP spring. Reading down in all grades. How can we move those kids low average to at grade average. Have agendas shared each month with all staff for them to know topics at meeting so as to them to attend. Suggesting fix calendar so that meetings could be at 4:00 p.m. Might have to change the day.</p> <p>Help teachers to be able to help improve scores. Keeping students in the school with less uninterrupted weeks throughout the year.</p>



		<p>Will provide next years' days and times.</p> <p>Will make motion to change the day and time of the meetings. Those meetings for the remainder of the year will become special meetings.</p>
Development	5	None
Finance	15	<p>A copy of the budget was made available to all staff 2 months ago. 3% budget was suggested by board. No change on budget amount.</p> <p>2 positions: Spanish Teacher and Algebra Teacher - not on the budget. The budget will be revised and provided to the board with those additions for another vote.</p> <p>Motion to approve budget: Moved: B. Crouch 2nd L. Muller Discussion: None All in favor. None opposed.</p> <p>Kudos to Christine for all the months have been putting in such an amazing amount of work to come up with these budgets. The school is very lucky to have her and Sharon feels very lucky to have worked her with the past 3 years.</p> <p>Kitchings Foundation. Application to be filled and submitted, even though the money has already been awarded.</p> <p>Every year, all schools have to approve the Wellness Policies. Audit found that we did not have all the wording necessary. The policy was revised and needs to be voted on.</p>
Governance	10	<p>Vote on Executive Committee starting July 1 - R. Muckle with the help of D. Brailey will read the ballots.</p> <p>Thank you to M. Barron for being the Teacher Director for this past year. Next year, B. Zegarzewski will be the Teacher Director.</p> <p>This is the last meeting for S. Smith being on the Board.</p> <p>Jereidi (Jay) Alvarez will be the Parent Director. She will be able to serve for 2 years if she chooses to. Motion: K. Rollins; 2nd B. Crouch, All in favor, none opposed. The motion carries.</p> <p>H. Doughty met with J Ritter this morning about the policies we need to have. Will work with C. Pemberton over the summer.</p> <p>Board recruitment in August. Members encouraged to invite people they know in the community to the different committees. If they are interested, will be invited to Board meetings. Will provide all staff of the different</p>



		<p>board committees and when and where they take place in case they want to become members.</p> <p>Board retreat in September. Training at that time. B. Crouch would be happy to host at the Museum but would need a day by the end of July.</p>
Executive Committee	5	<p>Motion to approve the May Minutes - Minutes taker left before the Executive Session was over. The board reconvened and other board members took those minutes, which were added to the previous minutes. Motion: Crouch, 2nd Heather, all in favor, no one opposed</p> <p>Correspondence in the Day Newspaper: Waterford has 2 teachers Linda Brailey 2nd grade teacher, Elementary school of the year. Mitchell College teacher of the year at Mitchell College, David Brailey.</p> <p>Sad news: Last meeting that Sharon Smith will be on the board, after 5 years. Great work was performed by Sharon and we all appreciate it.</p> <p>Sad news: Shirley Briones is leaving as Parent Director on the board. She will be missed. Will have cheese steak and chili some time.</p> <p>Correspondence: We sent flowers to Lee. She thanks everyone for that with a card.</p> <p>Motion to approve Wellness Policy- Moved: Muckle Second: Brailey All in favor, none opposed</p> <p>Exciting time yesterday seeing kids graduate. It was “phenomenal, it was great”, said Mr. Jones. It is about the teachers. That is what the kids remember. It is our job to give kids the tools they need. Kudos to the staff. C. Pemberton and M. Rivera, Mr. Baxter for making sure that the right name and award were handed to the right student.</p> <p>Motion to approve 2019/2020 School Calendar: Did the Union see the calendar and gave their approval Motion: B. Crouch 2nd: H. Doughty Discussion: None All in Favor, None opposed</p> <p>Approval of additional seats: Before entertaining seats, questions. If the state comes back and says that they have so many seats that they can give us, what is the number of seats we can accept. Mr. Allen requested 10. We cannot accept more than 10 due to space. Classes would not change significantly. History shows that we usually lose 10-15 students every year. If we are offered 10 seats, we would accept them. The most we could accept is 12 seats. (Enrollment of 288.) Absolutely no more. If more than 24 students are in a class, the teacher would go to the union.</p>



	<p>Move to accept 12 additional seats, max: B. Crouch 2nd: Luisanna Cabrera Questions: H. Doughty, agreed by R. Muckle, worried about the ratio of students to teachers. Per C. Pemberton, we started this year with some classes being 24 students. We do lose students after October 1. Is the plan to increase the number of teachers, considering the additional revenue? Per Mr. Allen, the answer is yes. Once we get the funding after we report our school enrollment on October 1, the funding is ours, regardless of how many students withdraw after that date. All in favor; none opposed; the motion carries.</p> <p>Ballots: C. Jones - Chair H. Doughty - Vice Chair B. Crouch - Secretary L. Muller - Treasurer</p> <p>Will have to go into Executive Session to discuss a personnel matter in reference to Principal/Executive Director.</p>
New Business	<p>K. Rollins and H. Doughty brought lunch for all staff. It was great to see many staff members come down for lunch. They got to decompress after the students left and had time to eat and mingle without rushing. \$20.00 per board member.</p> <p>Comment by Mr. Muckle. Challenging occasions this year. Hearing about students by Mr. Allen and Mr. Barron, listening H. Doughty speak about the staff is very encouraging.</p>
	<p>Motion to go into Executive Session: Moved: R. Muckle 2nd: H. Doughty At 6:56pm Christine Pemberton was asked to join the Executive Session. D. Brailey left the meeting at 7:15pm. Executive Session adjourned at 7:45pm. B. Crouch made a motion that was seconded by H Doughty that legal will prepare a contract for the Director of Student Life and the Chief Operating Officer. Said contract will require board approval. Unanimously approved.</p> <p>R. Muckle made a motion that was seconded by L. Muller to extend the advertisement for a full-time Principal in multiple locations and that the search committee consist of The Board Chair; two Board Members; 1 teacher; 1 staff member; 1 student (non-voting) and 1 parent. Unanimously approved</p> <p>The Board adjourned at 7:50 after a motion by R.Mucke and a second by K. Rollins.</p>

Next Meeting Date:	July 10, 2019	Next Meeting Time:	5:30 pm
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