

Intergenerational Schools Board of Directors Regular Meeting

Held Jointly with TIS, LIS & NWIS

Tuesday, December 8, 2020

Zoom



THE
Intergenerational
SCHOOLS
A COMMUNITY OF LIFELONG LEARNERS

Board Attendance:	TIS	NWIS	LIS
Sarah Trimble	Present	Present	Present
Erika Adlakha	Absent	Absent	Absent
Lynn Carpenter	Present	Present	Present
Tiffany Brazelton	Present	Present	Present
Stacy Miller	Present	Present	Present
Bob Nicolay	Present	Present	Present
Mark Olson	Present	Present	Present
Mark Charvat		Present	
Jonathan Holody			Absent
Lee Trotter	Present		
Molly Wimbiscus		Present	
	7/8	8/9	6/8

Meeting was officially called to order at 6:05 pm by Sarah Trimble, Board Chair.

Public Comment

Trimble

- Ms. Angela DeLeon (TIS Teacher): Addressed the Board to express her concern regarding the demands of staff providing instruction in a hybrid environment. Her belief is that hybrid teaching would equate to two full time jobs. Asked the board to consider the limits of teachers when making future decisions.
- Ms. Noel Novak (TIS Teacher): Echoed the concerns of her colleague. Similarly concerned about the workload of hybrid teaching, she is concerned about health & safety of staff/students/families as well as providing consistency to families. She expressed that she feels it does not make sense to alter plans and no longer follow county health levels. Additionally, teachers will have to take time off due to being sick or quarantining.
- Ms. Kristin Schultz (TIS Teacher): Joined the concerns already shared by her colleagues. Asked the board to consider hazard pay for staff plus weekly COVID testing if asking staff to return to work in the buildings.
- Mr. Aran Casey (LIS Teacher): Agreed with others who spoke before him. Echoed their concerns. Also concerned about the demands of hybrid teaching. Stated that it would essentially double teacher workloads.
- Katie Carter (TIS Teacher & Parent): Ms. Carter spoke as a staff member and as a parent of three TIS students. Commended her colleagues for the instruction they are providing her children which she feels is phenomenal. Expressed challenges similar to those faced by other IGS families (i.e. missing meetings or assignments) and how helpful and accommodating staff have been to her family. As a parent, she has seen noticeable growth in her children.

Sarah Trimble thanked all who spoke during public comment section. Echoed comments shared by Ms. Carter from the parent perspective since she is also a NWIS parent. Thanked teachers and staff for everything they do to support IGS students.

Staff:	Organization
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Alonso	Director of Network Operations, IGS
Amy Cascio	Project Manager, IGS
Rachel Hanni	Director of Operations, LIS
Matt Cox	Director of Operations, TIS
Silvia Kruger	Principal, TIS
April Maimone	Principal, NWIS
Shawn Hallowell	Principal, LIS
Somadina John	Assistant Principal, TIS
Kristin Miracle	Assistant Principal, LIS
Nancy Szilagyi	Assistant Principal, NWIS
Guests:	Organization
Dr. Jeff Jaroscak	ESCLEW, TIS Sponsor
Matt Rado	CMSD, NWIS & LIS Sponsor
Nichole Collins	Intergenerational Cleveland
Jason Carter	Intergenerational Cleveland Board
Doug Mangen	Mangen & Associates

Consent Agenda**Trimble**

Brooke King, Executive Director, shared several quick updates/changes to the consent agenda. She called the Board's attention to items that moved from the Finance section to the consent agenda. Mr. Olson asked for more information regarding the purchase of Chromebooks for NWIS. The school has a fleet of devices that are aging out of usage and as also loaned a significant number out to LIS and TIS. Ms. King is authorized to approve the amount of the expense but because it was not budgeted, still needs Board approval. NWIS is down to only a few machines to swap for families in need. Ms. King said there is a shift in thinking of these devices as consumable materials instead of capital investments which has also been the suggestion of the Treasurer's Office and Ohio Department of Education. The purchase may not affect the deficit at the end of the year. Also need to move quickly due to supply chain issues.

- Minutes:
 - i. Amended Special Meeting Minutes July 29, 2020
 - ii. Regular Meeting Minutes October 28, 2020
 - iii. Special Meeting Minutes November 18, 2020
- TIS Only: ESCLEW Contract Modification 4
- TIS/NWIS/LIS: Approval of Treasurer Bond
- TIS/NWIS/LIS: HB21 Verification
- Contract Action
 - i. NWIS ONLY: Educational Service Center of Northeast Ohio
 - ii. TIS/NWIS/LIS: Equius Group
 - iii. TIS/NWIS/LIS: Metro Health Medical Center
- TIS ONLY: Health and Safety Review (See Board Packet)
- TIS/NWIS/LIS: Revised Enrollment Policy
- TIS/LIS: Personnel Action
- Correction of the Finance Advisory Group Charge
- NWIS ONLY: \$10,000 Chromebook Purchase (not budgeted)

Motion to approve Consent Agenda

Motion: Stacy Miller; Seconded by: Lynn Carpenter; **Motion passes unanimously**

Governance**King**

Ms. King gave the update for the committee. Mr. Holody and Mr. Lytle have been pushing hard to recruit new members, specifically for the Intergenerational Cleveland Board. She provided brief introductions of the two people recommended by the advisory group for approval, Jason Carter and Waverly Willis. Ms. King called upon Mr. Carter to say a few words. Mr. Carter expressed how excited he is to be joining the organization. Education has been life-changing for him! Excited to be part of the work already being done by the group.

Motion to Approve Nomination of Waverly Willis and Jason Carter as At-Large members of the Intergenerational Cleveland (Friends of Intergenerational Schools) supporting organization Board of Directors, terms expiring June 30, 2024.

Motion: Stacy Miller Seconded by: Mark Olson **Motion passes unanimously**

Finance**Nicolay/Mangen/King**

Ms. King summarized the findings of the most recent meeting of the finance group. The group has been discussing at length the purchase of the St. Luke's Building. They recommend the Boards revisit the Strategic Plan since it is currently in the final year 3. Ms. King wanted to make sure a reassessment/abridged Strategic Planning process is on the radar of the board when they reconvene in the new year. Ideally, the board will name a taskforce to lead the process which would be done before budgeting for FY22.

Mr. Mangen then quickly reviewed the October Financials. The levy passing in November affects all budgets positively. All budgets could still be impacted by potential cuts to State Foundation payments that are likely to come later in the year. Current projections are conservative. All schools are also submitting for PPP loan forgiveness, totaling approximately \$1million.

Motion to Approve the October Financials

Motion: Tiffany Brazelton; Seconded by: Bob Nicolay; **Motion passes unanimously**

Facilities

Olson/Cox

Mr. Cox updated the board on the airflow and fresh air study he conducted in all three buildings to test air flow and fresh air changes. Mr. Olson added to Mr. Cox's comments and said he reached out to a peer who is an engineer to discuss options. Fresh Air Supply exchanges or replacing current HVAC systems could cost between \$500,000-\$1million/per school. Their Advisory Group is researching the benefits of purchasing of individual units/mobile air purifiers.

Education and Enrollment

King/Toussant/Miller

Ms. King started the update for this section with a review of the highlights of where the schools currently are in terms of the COVID Ed Plan as well as the timeline of events leading up to this meeting. Building return plans have always been hybrid, socially distanced, and for families who actively choose to send their children. Remote is always an option this year for any family who elects. The split per building is approximately 50/50. Families continue to express need for some in-person learning option while staff continue to express concern about returning to buildings and increased demands of hybrid instruction. Staff feedback indicates they would prefer to remain remote unless County is at Orange, due to health and safety concerns. Ms. King talked about Dr. Maier's session for staff, to be held on Thursday Dec. 10, 2020. Currently difficult for everyone to process information from media since there are so many variables. Dr. Maier is part of an on-going study out of Duke University tracking the largest number of students who have returned to schools and which variables have a proven effective at limiting in-school transmission. Ms. King then detailed the two recommended amendments to the COVID Ed Plan from the Ed Advisory Group.

Amendment 3: From this date forward, the School will follow Cuyahoga County Board of Health recommendations for K-12 remote learning when issued.

Amendment 4: In mid-January, if community cases plateau or decline, the Board will consider some form of re-opening during the State's Public Health Assessment Level Red, beginning and not sooner than January 19, 2021. This will require a Special Board Meeting in early January, 2021 assess the status of community spread in Cuyahoga County.

Ms. King agreed that it would be nice for consistency to set hard dates, but it is impossible to make informed decisions based on what the data might be 30 days from now since things have shown to change rapidly throughout this pandemic.

Ms. Toussant spoke about Dr. Maier's suggestion to "Keep your eye on the ball." This specifically means that we must be ready and flexible to achieve the goal-- not to have zero cases-- but to have **zero in-school transmission**. The schools will have cases due to the cases in the community. Strictly following the guidance will mitigate or eliminate transmission within the schools. Ms. Toussant outlined the main points of the instructional plans with TIS and NWIS returning with their 4-day and 2-day students as previously planned, and with LIS taking a phased in approach with certain groups of students first before serving the full schedule. The ability to adequately staff each school is critical. The Ed group is evaluating the threshold for closure at each campus. Staff will be out due to illness and quarantining. In order for any in-building instruction plan to be successful, quarantines will need to be followed strictly. The schools could get to a point where staff/student illness and community spread causes buildings to close as well. Ms. Toussant noted that the schools have entered into an agreement with Metro Health to provide access to testing for staff and families. Ms. King added that IGS health insurance fully covers testing for staff who have elected the IGS plan. The cost to others would be determined by their own insurance coverage and Metro has free options as well.

Ms. Miller summarized the updates from Ms. King and Ms. Toussant. She said the amendments recommended by the Ed Group are in response to the information from Dr. Maier. They are not disregarding the County Health levels used previously to evaluate when/if to return to buildings. Level Red seems too broad and Purple too late. The Amendments will help the Boards make more informed decisions using more relevant information. The Board needs to take recent information into account instead of just using the broad brush from the summer.

Ms. Trimble called for a motion. Mr. Olson asked if two weeks was enough turnaround time to decide and then bring staff into schools, and would people be able to find child care. Initially, the two-week time frame was added to the plan to allow for some ramp up time if the decision was made to provide some in-person learning. The staff have been preparing since October when the initial plan was to open on October 19th. It will always seem fast, but setting a date too far out could end up being out of sync with the community data. Ms. King also said that there are provisions in the Staff COVID policies that address staff who have children at home as a result of school or daycare closure because of the pandemic. This would qualify them for partial COVID support if they need to take leave due to childcare. Some in the Ed Group have debated waiting until the start of the third Trimester in February. She called attention to the fact that it is almost impossible to provide firm Professional Development to teachers on teaching in a hybrid scenario since there would need to be a pilot. Until teachers are actually in the scenario, experiencing and practicing it, it is almost impossible to adequately train for it.

Motion to Approve Amendments 3 and 4 to the COVID Ed and Remote Learning Plan:

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Motion: Lee Trotter- for TIS, Stacy Miller for NWIS & LIS; Seconded by: Tiffany Brazelton for all;

Motion passed unanimously

- **Executive Session:** Per Ms. King, there was no need at the current time to go into Executive Session. There may be a need in early January 2021 to convene the TIS Board for action related to the purchase of the St. Luke’s Building.

- **Sponsor Updates**

Rado/Jaroscak

- **CMSD:** Mr. Rado updated the boards on two items.
 - i. **Annual Sponsor Evaluations:** Only an evaluation for NWIS since LIS was not sponsored by CMSD last year. NWIS met the attendance indicator which was the only indicator for 19-20 school year.
 - ii. **Fall Site Visits:** Both NWIS and LIS passed their Fall Assurances. Each building had a facility walk-through to observe various health and safety standards. The sponsor also conducts audits of both Student Files and Special Education Files. NWIS had trouble with a few immunization records, which is what the sponsor is finding across many of their schools due to the fact that students are not in the building making collection from families difficult. The sponsor usually conducts classroom observations. They attended Zoom sessions and will be sharing their findings next month.
- **ESCLEW:** Dr. Jaroscak shared information from the annual report for TIS. Similar to CMSD, ESCLEW was unable to evaluate academic indicators as a result of the pandemic. Attendance record keeping is an item the sponsor is paying particular attention to currently. Dr. Jaroscak commended TIS for what he called a workable plan. He further commended Principal Kruger for promoting collaboration across teacher teams during a time when other schools are struggling to do so. The sponsor also held a call with the Special Education team. They will be conducting an audit of their files soon.

- **Adjourn**

Ms. Trimble thanked everyone in attendance, especially those who participated, for everything they do to support the IGS community. She wished everyone a Happy New Year then finally adjourned the meeting at 7:30 pm

Next Regular Board Meeting Scheduled

Wednesday February 24, 2021

The Intergenerational School

There will be a Special Board meeting scheduled for the week of January 4th.

Minutes prepared by Rachel Hanni, Director of Operations and Human Resources:

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Signed by Lynn Carpenter, Vice Chair:

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