

Intergenerational Schools Board of Directors Regular Meeting

Held Jointly with TIS, LIS & NWIS

Wednesday, April 28, 2021

Zoom



Board Attendance:	TIS	NWIS	LIS
Sarah Trimble	Present	Present	Present
Erika Adlakha	Present	Present	Present
Lynn Carpenter	Present	Present	Present
Tiffany Brazelton	Absent	Absent	Absent
Stacy Miller	Absent	Absent	Absent
Mark Olson	Present	Present	Present
Bob Nicolay		Present	
Mark Charvat		Absent	
Lee Trotter	Present		
Molly Wimbiscus		Present	
	5/8	6/9	4/6

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
Silvia Kruger	Principal, TIS
Matt Cox	Director of Operations, TIS
April Maimone	Principal, NWIS
Rachel Hanni	Director of Operations, LIS
Shawn Hallowell	Principal, LIS
Kierra Overton	Enrollment Specialist, IGS
Guests:	Organization
Mary Beth Beebe	HR Advisory Council, Chair
Nichole Collins	Advancement Director, IGClc
Jason Carter	Board Member, IGClc
Eric McGarvey	Board Member, IGClc
Jejuanna Brown	Board Member, IGClc
Cena Hilliard	Board Member, IGClc
Matt Rado	CMSD, NWIS & LIS Sponsor
Megan Hudson Traum	CMSD, Sponsor Representative
Ann Turner	CMSD, Sponsor Representative
Jessica Bair	ESCLEW, Sponsor Representative
Doug Mangen	Mangen & Associates

Sponsor

Message

Mr. Rado informed the board the updated contracts have gone out to the schools with no major changes. These should be reviewed and approved at the June board meeting. CMSD has not decided if they will do their annual Beginning of the Year kick-off. More information on that event will follow. This year both Lakeshore and Near West have had two formal site visits. Operationally there were no issues at either building. Ms. Hudson-Traum reviewed the educational portion of the site visits. She updated the board on the focus groups she held with parents and staff.

Ms. Bair updated the board on HB404 which states that school board meeting can continue to be held virtually until July 1, 2021. She also informed everyone that ESCLEW's annual meeting will be held August

Bair/Rado

1, 2021 and more information on content will be sent out next month. Ms. Bair conducted TIS-East's Spring visit earlier in April and there were no flags.

Meeting was officially called to order at 12:58pm by Sarah Trimble, Board Chair.

Public Comment

Trimble

No Public Comment

Governance

King

Ms. King announced to the board that Jonathan Holody, LIS and IGClc board member and Governance Advisory Council Chair has resigned from his positions. He has accepted a job in Sandusky and is unable to fully devote his time and attention to the board. We will need to fill his roles and will look to LIS Leadership for a parent that would like to serve. The board would like to thank Mr. Holody for his years of service. Ms. King would also like to recognize Kelly Lytle, IGClc board member as the new chair of the Governance Advisory Council.

Ms. King introduced Cena Hilliard, a member of the joint Finance Advisory Council and Near West parent. She will be coming onto the IGClc board. Ms. King informed the board that in talking with Jejuanna Brown, IGClc board member it would be best to change the Diversity, Equity, Inclusion Committee to a task force. As well, Ms. Brown has agreed to chair the task force.

Lastly, Ms. King ask for the ratification of Jason Carter, IGClc board member as the At-Large Executive Committee Member of IGClc.

Intergenerational Cleveland Board Motion to Approve:

- **Approval of Cena Hilliard as At-Large Intergenerational Board Member**
- **Ratification of Jason Carter as At-Large Executive Committee Member of Intergenerational Cleveland**
- **Amend Resolution establishing Diversity, Equity, Inclusion Board Committee to DEI Task Force**

Motion: Bob Nicolay Seconded by: Eric McGarvey

Motion Passes Unanimously

Executive Session

Trimble

To discuss the appointment, employment, dismissal, discipline, promotion, demotion, evaluation or compensation of a public employee.

Roll Call Vote to Enter into Executive Session: Sarah Trimble, Lynn Carpenter, Mark Olson, Lee Trotter, Bob Nicolay, Molly Wimbiscus, Jason Carter, Eric McGarvey, Cena Hilliard, Jejuanna Brown, Erica Adlakha. Ms. Trimble invited Brooke King, Jessica Bair, and Matt Rado into Executive Session

1:02pm-1:17pm

Consent Agenda

Trimble

- **Minutes**

- Regular Meeting Minutes, February 24, 2021
- TIS ONLY: Emergency Board Meeting Minutes, April 12, 2021
- TIS/NWIS/LIS: HB21 Verification
- TIS/NWIS/LIS: Methods of Procurement Using Federal Grant Funds
- TIS/NWIS/LIS: Contract Actions—Total Education Solutions, TBD (Food Vendor), Strategic Design Partners,
- NWIS ONLY: AirTemp, JanPro
- TIS/NWIS/LIS: Personnel Actions

Motion to Approve Consent Agenda

Motion: Lee Trotter (TIS) and Lynn Carpenter; Seconded by: Mark Olson

Motion passes unanimously

Mr. Nicolay asked for further explanation regarding the unbudgeted personnel expense. Ms. King explained that these personnel actions are for the summer learning program and the staff hired will be paid out of ESSER II funds. The schools did not include any ESSER II funds into their budgets.

Finance

Nicolay/Mangen

Mr. Mangen explained to the board that we are in an upswing financially and show a surplus throughout the model. All three schools are doing well due to conservative budgeting last year. Mr. Mangen stated that he has submitted the paperwork for the PPP loan forgiveness but will need to wait several months to see if we will be approved.

Mr. Mangen acknowledged all those board members that helped with the purchase of the TIS building. The purchase will be closing within a matter of days. Mr. Nicolay also thanked Mr. Mangen for his help. Mr. Mangen reviewed the five year forecast and explained that we look at the ending cash balance. This ending balance looks good due to ESSER and PPP dollars. Ms. King then explained that the board received draft budgets for the 2021/2022 school year. The schools do not have a finalized budget due to various reasons. However, the staffing that has been entered into the budget is correct and a final budget will be presented in June when we know more about ESSER and summer programming.

Ms. King stated that staff increases due need to be approved this month because contracts for next school year need to be distributed to staff. The budget the board has reviewed includes the 3% increase. The 3% increase is what the board has approved the last 6 years. Ms. King then showed the board what a 2, 2.5 and 3% increase would look like in the budget as well as a bonus option. She also provided the board with information on what other schools in the area are giving their staff for next year. She explained that Rachel Hanni, Director of Operations and Human Resources negotiated a 0% increase in health insurance which is a huge cost savings.

Mr. Olson stated that it does not seem fiscally responsible to consider giving the staff raises or bonuses due to the uncertainty of the upcoming school year and the lack of fundraising from IGCl.

Ms. King stated that she would like to pass the 3% to acknowledge and thank the staff for their hard work during this unprecedented school year. She also explained that while our starting salary is competitive for charter schools, it is not for districts and that we are losing staff to them. Ms. King then reminded the board that 3% is already budgeted into the budget and guaranteed ESSER dollars are not.

Other board members discussed the lack of fundraising from IGClE and the fact that a 3% raise does not just effect next year's budget but should be considered an ongoing expense. Ms. King reminded the board that several fundraising events had to be cancelled due to COVID-19 and if we lose staff due to salary, we will not be providing a consistent education to the students.

Dr. Wimbiscus stated that the 3% raise shows the staff how the board views their work for the organization. Fundraising is based on the quality of the programming and teaching staff. It would be very challenging to raise money with high staff turnover.

Motion to approve 3% staff increase for the 2021/2022 School Year

Motion: Lynn Carpenter; Seconded by: Erica Adlakha

Motion passes (Mark Olson voted "no," Bob Nicolay abstained)

The School Board's Motion to Approve:

- February and March Financials
- FY22 Draft Budget
- Five Year Forecast
- Resolution to Waive IGClE Support to the Schools for FY21 Only

Motion: Lynn Carpenter; Seconded by: Mark Olson

Motion passes unanimously

Intergeneration Cleveland Board Motion to Approve:

- FY22 Draft Budget
- Five Year Forecast

Motion: Eric McGarvey; Seconded by: Molly Wimbiscus

Motion passes unanimously

Governance

Trimble

The School Boards Motion to Approve:

- Approval of Cena Hilliard as At-Large Intergenerational Board Member
- Ratification of Jason Carter as At-Large Executive Committee Member of Intergenerational Cleveland
- Amend Resolution establishing Diversity, Equity, Inclusion Board Committee to DEI Task Force

Motion: Mark Olson; Seconded by: Lynn Carpenter
Motion passes unanimously

TIS: St. Luke's Purchase Task Force

King

Ms. King stated they are expecting to close in the next few days. The attorneys are working out a few small issues but should be taken care of shortly. Ms. Cascio is working with our insurance company to ensure we have proper coverage for the building.

Motion to Authorize Brooke King to Proceed with the Purchase of Floors 1-4 of the East Wing of the St. Luke's Building

Motion: Mark Olson; Seconded by: Lee Trotter
Motion passes unanimously

Intergenerational Cleveland Update

Collins

Ms. Collins acknowledged that this year has been extremely difficult to fundraise due to COVID, however many things are happening behind the scenes such as the addition of several new board members and the speaking series that is currently taking place. She reviewed several of the initiatives that she is working on and briefly explained her 3-year plan.

Adjourn

Trimble

Meeting adjourned at 2:31pm

Next Regular Board Meeting Scheduled
Tuesday, June 29, 2021
Zoom Meeting

Minutes prepared by Sarah Alonso, Director of Network Operations:

DocuSigned by:

Sarah Alonso

6/30/2021

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Signed by Erica Adlakha, Secretary:

DocuSigned by:

Erica Adlakha

6/30/2021

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 The Intergenerational School
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/30/2021 12:20:31 PM
Certified Delivered	Security Checked	6/30/2021 12:20:40 PM

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