

Intergenerational Schools
Board of Directors Regular Meeting
 Held Jointly with TIS, LAKESHORE, & NEAR WEST
 Tuesday, December 8, 2022
 Near West Intergenerational School



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

Staff:	Organization
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Alonso	Director of Network Operations, IGS
Shawn Hallowell	Principal, Lakeshore
April Maimone	Principal, Near West
Andres Perez-Charneco	Director of Operations--NWIS
Rachel Hanni	Director of Operations--LIS
Guests:	Organization
Nichole Collins	Advancement Director, IGClc
Joyce Lewis	ESCLEW, Sponsor Representative
Doug Mangen	Mangen & Associates

Public Comment
 No Public Comment

Carpenter

Sponsor Message

Lewis

Ms. Lewis shared that all board members should have received the updated reports from ESCLEW. She stated that her November visit went well and that everything was compliant. The December visit will consist of the Sponsor Contract Attachment 11.6 Academic Review and Goals. The goal for board attendance for TIS has been set for 85%. Ms. Lewis said she will be checking on attendance periodically so TIS meets their Board attendance goal.

Executive Director Report

King

Ms. King presented a report on the current status of the schools along with a brief review of the Strategic Bridge Plan. She informed Boards that the schools' main focus since the start of 2021-22 has been the mental health of the students and staff. There have been increases in the frequency and intensity of behavioral and mental health challenges since the beginning of the year, paired with staff shortages and no substitutes for coverage. The schools requested to invest in an in-house counselor to assist with some of the behaviors we are seeing with students. Ms. Toussant, Director of Education, Shawn Hallowell LIS Principal, and April Maimone, NWIS Principal all spoke on the student behavior that is occurring this year.

The behaviors and particular needs the students are exhibiting is like nothing the schools have experienced before. Ms. King reviewed the current COVID dashboard and explained the requirements the schools need to follow when a staff or student is exposed or tests positive. She then reviewed student retention from the 2018-2019 school year until now. Ms. King discussed the decrease in enrollment and presented new target enrollment numbers for the 2022-2023 school year. TIS-East = 245 Near West = 240, Lakeshore = 245. She also presented retention data from the last three years which showed an all-time low from last year to this year, mostly due to COVID-related factors. All schools must work very hard on retention this year, given the large number of new students still required to recruit in order to reach our targets.

Meeting was officially called to order at 6:51 by Lynn Carpenter

Consent Agenda

Carpenter

- a. Minutes
 - a. TIS/LIS Regular Meeting Minutes, October 27, 2021
 - b. NWIS: August 24, 2021 Regular Meeting Minutes & September 27, 2021 Special Meeting Minutes
- b. HB21 Verification
- c. Policy Renewal and Updates
 - a. Academic Prevention and Intervention Services
 - b. Special Education Policies and Procedures
 - c. Change to Substitute Teacher Requirements
 - d. Change to Criteria for Hiring Board Approved Intervention Specialists
 - e. Clarification of "knives" in Discipline Policies
 - f. Addition—Clarification of Paid Holiday Policy in Staff Handbook
 - g. Video Surveillance Policy
 - h. Career Advising Policy Renewal
- d. NWIS ONLY: Acknowledgement of Teacher Retention Data
- e. General Personal Action
- f. TIS ONLY: Lease with Black Professionals Association Charitable Foundation (BPACF)
- g. TIS/NWIS/LIS: Approval of Treasurer Bond

Motion to Approve Consent Agenda

Motion: Mark Olson for all three schools; Seconded by: Erica Adlakha for all three schools

Motion passes unanimously for all three schools

Education/Enrollment

Toussant/Miller

Motion to Authorize Brooke King to move forward with the development of a Policy to Pay Staff for Substitute Teaching, to be brought back to the Boards for approval in February

Motion: Mark Olson for all three schools; Seconded by: Stacey Miller for all three schools

Motion passes unanimously for all three schools

Mr. Carter asked for clarification on how teachers would get paid since they are currently paid a salary. Ms. King explained that this would be paid as a supplemental pay that runs through our Treasurer's office to ensure that we are following all legal requirements,

Motion to Approve Enrollment Numbers and Early Enrollment End Date of March 4, 2022:

TIS-East = 245 Near West = 240, Lakeshore = 245

Motion: Jason Carter (LIS), Erica Adlakha (TIS & NW), Seconded by Stacy Miller for all schools

Motion passes unanimously for all three schools

Motion to Approve New Shared Positions (Student Services Specialist and Counseling) to be paid from ESSER Funds

Motion: Molly Wimbiscus (for NW) and Stacy Miller (LIS & TIS); Seconded: Mark Olson for all three schools

Mr. Carter was concerned about this ask, wondering if this is the proper use of these dollars and requested more context. Ms. King explained that these dollars are specifically given to help schools recover from COVID and to help students learning loss. Social emotional learning and mental health is necessary to provide conditions for learning. The staff is working on a comprehensive ESSER Fund Plan that the Boards will have access to as soon as it is completed.

Motion passes unanimously for all three schools

Finance

King/Mangen

Motion to Approve the October and November Financials

Motion: Erica Adlakha for all three schools; Seconded by: Lynn Carpenter for all three schools

Motion passes unanimously for all three schools

Motion to Approve the August and September Financials for Near West only

Motion: Molly Wimbiscus; Seconded by Mark Olson

Motion passes unanimously

Motion to Approve the Personnel and Contract Actions pertaining to Shared Staff the serve all three schools (each specified in the Board Resolutions for each school)

Motion: Erica Adlakha for all three schools; Seconded by: Mark Olson for all three schools

Motion passes unanimously for all three schools

Governance

King

Ms. King highlighted the draft board job descriptions for the School Board Officers, The Governance Advisory Council is working on a Board Succession plan they plan to present to the board at the February board meeting for approval.

Motion to Approve School Board Officer and Board Representatives to the Intergenerational Cleveland Board Job Descriptions

Motion: Stacy Miller for all three schools; Seconded by: Erica Adlakha for all three schools

Motion passes unanimously for all three schools

Ms. King informed the Board members that Sarah Trimble has resigned from her position as the School Boards' Chair effective immediately and Lynn Carpenter, the current Vice Chair, has agreed to act as the Chair through the remainder of the term expiring on June 30, 2022. Kelly Lytle, the Governance Advisory Chair has asked Stacy Miller to step in to serve as Vice Chair and Ms. Miller has agreed. Ms. King let the board know that we recently learned that the presiding School Board Chair is the only board member that technically required to sign each board resolution. She asked if the Board felt comfortable moving to this process instead of having every member sign each resolution. The Board agreed to adopt this practice.

Executive Session

Roll call to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or the investigation of charges or complaints against a public employee

Roll Call: Erica Adlakha, Lee Trotter, Jason Carpenter, Molly Wimbiscus, Stacy Miller, Mark Olson, Lynn Carpenter.

Ms. Carpenter also invited Rachel Hanni, LIS Director of Operations & Human Resources, Joyce Lewis, ESCLEW Board Sponsor Representative. Entered in to executive session at 7:21pm ending and returning to Public Session at 7:57pm.

LIS: Motion to Approve an Employee Last Chance Agreement Effective for One Year. Terms of Agreement will be outlined in the document sent to staff.

Motion: Jason Carter; Seconded by Stacy Miller

Motion approved with three for, and Mark Olson opposed (Erica Adlakha had left meeting).

Adjourn

Carpenter

Meeting adjourned at 8:38 pm

Next Regular Board Meeting Scheduled
Wednesday, December 8, 2021
Near West Intergenerational School
3805 Terrett Ave.
Cleveland, Oh 44113

Minutes prepared by Sarah Alonso, Director of Network Operations: 
Signed by Erica Adlakha, Secretary: 

02 / 23 / 2022

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SENT

02 / 23 / 2022
20:19:35 UTC

Sent for signature to Erica Adlakha (erica.adlakha@gmail.com) and Sarah Alonso (salonso@igschools.org) from salonso@igschools.org
IP: 204.11.188.127



VIEWED

02 / 23 / 2022
20:19:59 UTC

Viewed by Sarah Alonso (salonso@igschools.org)
IP: 204.11.188.127



SIGNED

02 / 23 / 2022
20:20:15 UTC

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IP: 204.11.188.127



VIEWED

02 / 23 / 2022
21:19:51 UTC

Viewed by Erica Adlakha (erica.adlakha@gmail.com)
IP: 75.26.193.212



SIGNED

02 / 23 / 2022
21:25:40 UTC

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IP: 75.26.193.212



COMPLETED

02 / 23 / 2022
21:25:40 UTC

The document has been completed.