

**Intergenerational Schools
Board of Directors Special Meeting**

The Intergenerational School – East
Tuesday, December 20, 2022
Lakeshore Intergenerational School



THE
**Intergenerational
SCHOOLS**
A COMMUNITY OF LIFELONG LEARNERS

Board Attendance:	TIS	NWIS	LIS
Lynn Carpenter	Present		
Stacy Miller	Present		
Joanna Lopez-Inman	Present		
Erika Adlakha	Absent		
Mark Olson	Absent		
Richaun Bunton	Present		
Danielle Clark	Present		
Karen Chambers	Present		
Tiffany Brazelton	Absent		
Bob Nicolay			
Mark Charvat			
Lee Trotter	Present		
	7/10		

Staff:	Organization
Brooke King	Executive Director, IGS
Amy Cascio	Chief of Staff, IGS
Guests:	Organization
Joyce Lewis	ESCLEW, Sponsor Representative

Meeting Officially called to order at 4:39 pm

Carpenter

No Public Comment

Carpenter

Sponsor Message

Lewis

Ms. Lewis noted that there were no updates since her report provided at the December 14, 2022 regular board meeting held jointly with LIS and NWIS and that she would provide her meeting minutes from the December 14th meeting.

Consent Agenda

Carpenter

a. Minutes

Regular Board Meeting Minutes October 26, 2022

b. HB21 Verification

c. Policy Renewal and Updates

i. Revisions and clarifications of Chapter 6 of Staff Handbook: Work and Time Off

d. Contracts, Agreements, and MOUs

- a. LV Consulting LCC
- e. Authorized Signers
 - a. Chance DeWerth (\$4999)
 - b. Kristia Wiersma (\$1000)
- f. Personnel Actions
- g. ESCLEW Modification 6 & 7
- h. Annual Approval of Treasurer Bond

Motion to Approve Consent Agenda

Motion: Joanna Lopez-Inman; Seconded by: Danielle Clark

Motion passes unanimously

Education/Enrollment

King/Miller

a. LIS Update

Ms. King noted that a new interim principal had been appointed and that she would be transitioning back full-time to her duties as Executive director as soon as the staffing issues at LIS would allow. Ms. King also noted that there had been attendance issues with the current Assistant Principal that may delay the transition. Mr. Trotter asked about the vetting process and noted the importance of an inclusive interview process with parent input in connection with future hires.

b. Discussion of 2023 and 2024 Enrollment Targets and early enrollment dates

Ms. King described enrollment targets and noted that there were new targets for 2 of the 3 schools in the model and that all 3 schools were under-enrolled. The target number of students for both TIS and NWIS for 2023 and 2024 is 238 and LIS is 205. The number of home rooms at each school have been adjusted in response to 2022-23 numbers and targets for 2023-2024. Ms. King also noted that staff attendance and the ongoing difficulties in attracting qualified applicants has necessitated some changes and restructuring. Also, Ms. King noted that TIS is losing a large 8th grade class which, in conjunction with a difficult market, is impacting enrollment.

Ms. Miller discussed efforts to hire classroom aides and intervention support teachers but due to staff attendance issues they are often needed to be used as substitutes.

Ms. Carpenter noted that enrollment targets have been ambitious goals and consideration should be given to the right target numbers in light of the changing and declining demographics.

Mr. Trotter noted that there could be an impact on the education product if the right staff is not in place.

Ms. King also noted that there are certain challenges associated with bringing students in later than kindergarten and its impact on school culture.

c. Review of Fall NWEA Scores

Ms. Miller reviewed the recent MAP test scores and noted that all 3 schools had high growth scores but that there were more challenges as it relates to achievement scores. She noted that our initial response to COVID was good but that longer term issues related to teacher turnover and quality may impact these scores. She expressed some concern that that the January scores may show challenges in both growth and achievement. Mr. Trotter observed that these challenges represent current reality arising from post-COVID challenges. Ms. Carpenter noted that high teacher turnover, particularly at LIS, also is likely to impact achievement.

Governance

Carpenter/Miller

a. Discussion of Laying Foundation for School Improvement Plan

Ms. Carpenter discussed what is needed to act as a catalyst to build a foundation to strategically plan for the future and described two resources that she feels are important to invest in to begin the process. Ms. Miller noted that the schools need to invest in a top-down strategy to help reestablish an enhanced model wide team and goals. Specifically, Ms. Miller described the need for a more systematic implementation of supports and evaluation processes and that this reset should start at the administration level.

b. The Education Policy & Practice Group

Ms. Miller noted that Kate Foley from The Education Policy & Practice Group has successfully been providing coaching to the Executive Director and that expanding her role to work with administration and building leaders across all 3 schools would be beneficial to both resetting and implementing model-wide goals. She also noted that it would be productive to continue this to provide similar consulting resources to any new school leaders if possible.

c. Board on Track

Ms. Carpenter described how this on-line platform would provide important organization resources for Board members across all 3 schools and well as concrete evaluation metrics and tools for the Executive Director. Ms. Miller noted that this organization only works with public charter schools and could help improve the relevancy and impact of the board by distinguishing the role of the board from school operations.

Motion to Approve The Education Policy & Practice Group consulting services contract and a one-year membership with Board on Track Education.

Motion Lee Trotter; Seconded by Stacy Miller

Motion passes unanimously

Finance

King

a. October/November Financials

Ms. King noted that the October and November financials have been reviewed by the Finance Advisory Counsel and are ready for board approval. Ms. King also noted that the schools have been using ESSER funds to help cover costs related to certain positions but will need to consider alternative funding sources after next year. The Finance Advisory Council plans to work on long-term projections for the February meeting to look at appropriate reserve thresholds, usage, and funding sources when ESSER funds are no longer available.

There was discussion of the best approach to quantifying and addressing potential post-ESSER deficits and if the most desirable approach should focus on increasing the number of students, more fundraising, exploring affiliations with other groups, or some combination thereof.

Motion to Approve the October and November Financials.

Motion: Karen Chambers; Seconded by: Stacy Miller

Motion passes unanimously

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 an employee and the purchase of property for public purposes or the sale of property at competitive bidding.

Executive Session Action

Resolved, The Intergenerational School - East Board has reviewed and approves the following action:

Motion to Approve permitting the Employee in Question to carryover 6 unused vacation days from 2022 calendar year into the 2023 calendar year.

Motion: Danielle Clark; Seconded: Karen Chambers

Motion approved unanimously.

Roll Call: Lynn Carpenter, Richaun Bunton, Stacy Miller, Danielle Clark, Lee Trotter, Joanna Lopez-Inman, Karen Chambers.

Executive session ended at 5:43 pm

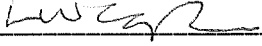
Adjourn

Meeting adjourned at 5:44 pm

Carpenter

Next Regular Board Meeting Scheduled
Wednesday, February 21, 2023
Lakeshore Intergenerational School

Minutes prepared by Amy Cascio, Chief of Staff: _____

Signed by Lynn Carpenter:  _____



