

The Grand Rapids Child Discover Center (GRCDC) is a diverse, urban, K-5 school in the heart of Grand Rapids, MI. The school believes education is based on relationships; relationships to others, to ideas, to the environment and the larger community. This approach is based on the Reggio Emilia method that encourages curiosity, discovery and connectedness. This shared experience in passionate discovery engages all members of our school community in co-constructing a unique and effective education.



Minutes of the GRCDC Board Meeting September 12, 2016

OPENING

- 1.0 Call To Order - Lisa Nuyens Heyne presiding.

- 2.0 Roll Call (Quorum $\frac{4}{5}$)
 - 2.1 Board - Lisa Nuyens Heyne - Board President, Andrew Brower - Treasurer, Ted Jauw - Secretary, Abby Sutter - at Large, Jason Ferenczi - at Large (John Beer - absent)
 - 2.2 Guests - John Robinson - Principal/ Executive Director/Superintendent, Sarah Cooper - Pedagogista, Andrew Kleinschmidt - Teacher, Sana Amash - Teacher/EDC board, Esther Kuiper - Liaison for GRPS, Natasha Nyberg - Parent, Family Team, Kerry Degele - Junior League, Mary Beth Brown - Junior League, Jessica Hessler - Junior League

- 3.0 Approval of Agenda - Lisa
 - 3.1 Lisa entertained a motion to adjust agenda to move up Junior League but they graciously declined.
 - 3.2 Lisa entertained a motion to add a second 'public comment' at the end of the meeting, prior to adjournment. AS 1st, TJ 2nd - approved on voice vote
 - 3.3 Lisa entertained a motion to accept agenda as amended. AS 1st, TJ 2nd - approved on voice vote.

- 4.0 Lisa entertained motion to accept previous minutes as submitted. AS 1st, TJ 2nd - approved on voice vote.

COMMENT

- 5.0 Lisa opened the floor to public comment (3min)
- 5.1 Sana Amash commented on positive feelings of first few weeks.
- 5.2 Andrew Kleinschmidt commented on positive changes as well as honoring 'Environment as Teacher' aspect of Reggio Emilia teachings.
- 5.3 Ted Jauw commented on new Greening Project and its positive effects on kids, recess, teaching possibilities, etc.
- 5.4 Abby Sutter (Family Team) asked if Heritage Hill can be asked to undertake some sort of artistic wall treatment for west wall along Lafayette. DAL - AS, next meeting for AS but Facilities will undertake logistics and they believe that Heritage Hill would be enthusiastic.

5.5 Facilities requested a board member for presence at meetings. TJ volunteered. Lisa appointed and he will be at next meeting Monday, Sept. 26. **DAL - TJ next meeting.**

DAL REVIEW

6.0 DAL Review from Admin Aug. 8th meeting - John Robinson and Sarah Cooper reporting respective aspects of joint report. Accepted as submitted and read. Without Objection. Report attached.

REPORTS & PRESENTATIONS

7.0 Family Team Report - Natasha Nyberg for Family Team

7.1 Natasha gave brief overview of activities including issues of equity, communication, leadership looking at updating bylaws and invitation to parents at meetings not during the school hours.

7.2 Reported a balance of \$3,375.00

7.3 Reported on successful joint extracurricular open house on Sept. 15.

7.4 AS asked about fundraising, volunteer hours and strategies to create investment, involvement and interest while being mindful of equity, people's lives and varying other factors. **Lisa requested DAL for next meeting between FT and Board. SC, AS and JR to schedule and report.**

8.0 Administration Report - John Robinson and Sarah Cooper each shared respective aspects of joint report (attached) and visual aids submitted.

8.1 John reported on role of the principal, superintendent and executive director and how that would impact the decision making process and improve communications and clarify who to go to.

8.2 John also shared the duties undertaken that would be shared and how they would share them. Both mentioned that this shared work would be an evolving process but they feel clearer going forward and are committed to making it work.

8.3 John and Sarah Cooper addressed both teacher concerns and results of working with board to create, clarify and classify their working relationship and which aspects of administration they will be responsible for individually and shared. Report attached.

8.4 John and Sarah indicated this as an ongoing process and both stressed this as a process and their commitment to enacting and communicating their defined roles as the beginning of their strategy to strengthen Administration relationships with teachers and community.

8.5 Lisa commended both on their work and mentioned an already noticeable difference in the first few weeks of the year. Report accepted as read and submitted. Without Objection.

9.0 Executive Team Report - LNH, AB reporting

9.1 Lisa and Andrew jointly reported on the successful Board Retreat, welcoming and orienting new board members. They laid out three key areas that resulted in the DALs listed below. They are Reauthorization (AB, AS), Leadership (LNH, JF) and Communication (JB, TJ).

9.2 Lisa commended board on direction and activities thus far. Report accepted as read and submitted. Without Objection.

10.0 Priority 1- Reauthorization - AB, AS reporting

10.1 AB, AS report that absent a competitive offer they are leaning towards recommendation of reauthorization depending on Administration weigh in and negotiations. They submitted a list of areas and items that they would address as talks commence.

10.2 Lisa asked John Robinson and Sarah Cooper to address administration concerns, effect on the GREA contract and other issues and requests to bring to the table. DAL - JR, SC next meeting.

10.3 Lisa asked teachers to get with administration as well to address issues related to contract and other possibilities (such as discounts that teachers in GRPS get) and other areas of interest. Sana Amash and Andrew Kleinschmidt agreed to bring it to teachers and take it up with administration or address board directly if needed.

10.4 Lisa commended AB, AS on the work done so far. Reported accepted as submitted. Without Objection.

11.0 Priority 2 - School Leadership - LNH, JF

11.1 Lisa commended John and Sarah again and reiterated their role in evaluating, training and learning of evaluation system adopted.

11.2 Lisa talked about the need for training for evaluations and adapting what is learned to our school's mission and philosophy.

11.3 Lisa reiterated board commitment to training as well in evaluating administration and staff.

11.4 Lisa reiterated need to evaluate staff based upon new organization, delegation of duties and goals and objectives as jointly submitted by JR and SC.

11.5

11.6 AB added that other items addressed included impending or foreseeable expenses such as a roof. Modern Roofing was suggested and Facilities will undertake at next meeting.

11.7 Report accepted as submitted. Without Objection.

12.0 Priority 3 - Communication - TJ, JB

12.1 Ted Jauw submitted a report and indicated that this was to be the beginning (a strawman) of a more indepth look at how the board, administration, teachers, students, parents and community communicates and identified stakeholders while asking for participation formulating an actual report and asked that the administration enact ideas and changes as they saw fit while the process was happening. The only exception was items requiring budget approval and changes to existing contracts, bylaws, agreements etc.

12.2 Ted offered a list if general observations to begin the conversation.

12.4 Sarah Cooper offered that Administration was undertaking similar steps and asked board to jointly address. TJ offered to attend their meetings and assist. Family Team also is looking at this from parent perspective.

12.5 Lisa asked that reports requiring action or enlisting comment or assistance be submitted well in advance of the meeting so that all parties can read them and respond in advance and accordingly.

12.6 AS an AB asked whether DAL was to only include Website. Lisa read the DAL as written in agenda. 'Create and implement clear, multi-point communication structures for: Board and staff, Board and parents, Board and the community, Board and leadership?' and then, 'Re-work refresh the website'.

12.7 Ted offered that a top down model i.e., 'board to ____' needed to be looked at. Lisa mentioned that given what Admin, teachers, office and Family Team are doing, that this is a bigger process. Ted reiterated that this was merely a 'strawman' and a beginning.

12.8 Ted reported that the website has serious deficiencies but it is mostly due to a lack of understanding what its purposes are (can be, should be) and who is to administer it and how.

Lisa suggested that the 'substance' of communication should probably precede the 'form' of the website' but we continue working on it as we go.

12.9 Lisa asked for a continuation of the work and asked for a DAL (TJ - next meeting) on the website itself after consulting those who had worked on it previously as well as administration implementation in the past.

13.0 Finances - AB treasurer

13.1 Andrew offered, in the interest of time, to submit his report as written

13.2 Accepted as written. Without Objection.

14.0 Presentation of Junior League - Kerry Degele, Mary Beth Brown , Jessica Hessler - Junior League

14.1 Junior League updated and made a presentation on progress, plans and eventual proposal to result in a new playground structure to be built for GRCDC under its JL - W.A.Y. program to increase activity and wellness for young people by sponsoring projects that increase play, activity and health. <https://www.juniorleaguegr.com/jl-way/>

14.2 Lisa divided their proposal in terms of the boards duties (legal, property, facilities, etc.) and an eventual MOU to be administered by John Robinson acting as Superintendent of GRCDC school.

14.3 John asked for a clarification on the method, timing and usage of data gathered in the presentation. Junior league responded that it was to judge the efficacy of their program and have data for further programs. They undertake all the study in co-ordination with GRCDC (John will co-ordinate).

14.4 John asked for a timing of an eventual MOU packet. The process is already begun and a schedule was presented.

14.5 Lisa entertained a motion to accept the presentation and agree to go forward in principle inasfar as the board's responsibilities (fiduciary, legal and landowner,etc). She charged JR with a DAL as it progressed and mentioned the MOU would be handled similar to the one entered into with EDC.

NEW BUSINESS

15.0 Lisa again entertained a motion to accept the presentation as submitted and read and approve on behalf of board matters. AS 1st, JF 2nd - approved on voice vote.

15.1 Lisa asked that eventual MOU and plans be submitted for legal approval and board action as they developed.

15.2 Lisa thanked the ladies of the Junior League for their generosity, volunteerism and patience throughout the meeting. Presentation accepted as submitted and read. Without objection.

CLOSING

16.0 Final Public Comment - there was none.

17.0 Call to Adjourn - LNH presiding

17.1 Lisa entertained a motion to adjourn - All moved and seconded. Approved on voice vote.