

**Minutes of the Grand Rapids Child Discovery Center
Board of Directors Meeting**
6:00-8:00pm, October 10, 2016
Grand Rapids Child Discovery Center
409 Lafayette Ave. SE, Grand Rapids, MI 49503

MINUTES

OPENING

- 1 Call to Order - Lisa called the October Board meeting to order at 6:00
- 2 Opening Remarks - Welcome
 - 2.1 Roll Call of Board - Lisa Nuyens Heyne (presiding) - President, Jon Beer - Vice Pres., Andrew Brower - Treas., Ted Jauw - Sec'y., Abby Sutter - @ Large, Jason Ferenczi - @ Large
 - 2.2 Welcome of Guests John Robinson - Principal/ Executive Director/Superintendent, Sarah Cooper - Pedagogista, Sana Amash - Teacher/EDC board, Esther Kuiper - Liaison for GRPS, Family Team
 - 2.3 Overview of the Meeting - Lisa announced that we were trying more efficient ways to do meeting, agenda and minutes.
- 3 Approval of the Agenda -Lisa
 - 3.1 Motion to amend agenda to reflect numbering and public comment
Action 1 AS 2 TJ app? Y VV
 - 3.2 Motion to approve minutes as amended.
Action 1 AS 2 JF app? Y VV
- 4 Approval of the minutes - Lisa entertains
 - 4.1 **Action 1 AS 2 TJ app? Y VV**
- 5 Announcements
 - 5.1 Pumpkin Patch - Lisa applauded those who went on this trip
 - 5.2 Opening of Green Space - Lisa applauded those who were at the ribbon cutting and thanked the kids, parents, administrators and community partners, and Janay Brower for spearheading the project.
- 6 Public comment (non-agenda items)
 - 6.1 Sana A. - Reported on annual Diversity/Fall Meeting - This year's event will be a Community themed gathering to eat, meet, get families together, and enjoy an entertainment on Fri. October 28th. Details forthcoming.

REPORTS

- (Educational and behavioral data, goals and support)
- 7 DAL Review from September Meeting (updates on):
 - 7.1 Discussion on DAL/Report structure - Lisa and Ted to report next meeting on streamlining agenda and minutes to be more accessible and published quicker. (see also 9.7)
 - 7.2 School leadership to report on work with the Family Team on strategies for multiple pathways for Involvement - John and Sarah - Sarah reported on leadership strategies with family team. (report attached). Work is ongoing and they will repost in future **DALs**.
 - 7.3 Abby to find out about what might be possible with the wall in front of the parking lot and met with the city on restrictions, costs and options. Will hand information to Facilities who will take over and form a plan. John R and Ted J to report with regular Facilities report.

7.6 Ted to report on the facilities committee meeting of Sept. 26 meeting. - John reported Next meeting is Monday, Oct 24 (funds?) -Lisa requested Facilities as a standing **DAL**

7.4 John Robinson update on the Discovery Care program regarding Congress Elementary- John reported that their request has been put on hold until next year when things are not still just beginning.

REPORTS

(Progress and needs towards GRCDC Strategic Vision Planning)

8. Family Team Report - Natasha could not be with us but Sec'y emailed to check if there were anything that needed to be reported.

9. Administration Reports John R, Sarah C and Beth S. reported on hiring of Para Pros. Interviews are ongoing. - John R hopes to offer applicants a job by weeks end (Oct. 15) Lunchroom monitors jobs still not filled. Looking for ways to get more applicants. Special Ed positions have two long term sub. Lisa requested John R. report a **DAL** on three positions next meeting. Sarah mentioned requirement for additional PD and it needs to be done in three years. Sarah mentioned It needs to be budgeted and Finance will report as a future action.

9.1 Behavioral data (addended) Sarah C. helped answer questions regarding Sept. behavioral tracking. Sarah C., Sana A and Molly S. already meeting on subject of younger kids entering and ready for school as well as interpreting data and some preliminary observations.

9.2 John - Sana A and Molly S. already meeting on subject of younger kids entering and ready for school, and work on DAL to report on what board and Family Team can do to help classrooms as well as Trevor G.

9.3 Jon B raises question on 'Bullying' to ensure compliance with state as well as how it is characterized on data. John R. to report/**DAL** next meeting

9.4 M-STEP data (addended) - Sarah reported on MSTEP and helped interpret data from the last two years as well as 3rd grade reading as a marker. Board looked at comparative data between grades as well as compared to other schools, previous years and helped board understand how statistics/results relate to curriculum, planning and targeting help to students.

9.5 Sarah C. will report/**DAL** on subgroups in the data next meeting.

9.6 John R. and Ted J to report/**DAL** into attrition and data of who is leaving that may affect budget/test scores and strategic planning. John R. and Ted J to roll this in with Recruitment/Retention and

9.7 Ted J. and Jon B. to report/**DAL** to Lisa to set a method for board, administration and guests to highlight talking points, summaries, action or requests to help reporting, announce and promote on DALs, reports and in submitted data.

REPORTS

(Board Standing Committees and Special Priorities)

10. Executive Com. Report - Lisa/Jon B/Andrew reported Executive Committee is focused on Priorities listed below as well as school, charter and other requirements of board members.

10.1 Lisa, Jason F, John R will be attending an extended training on School ADvance administrator certification

11. Priority 1: Reauthorization Andrew/Abby reported that talks are ongoing and will report as they meet with either administration or GRPS principles.

12. Priority 2: School Leadership Lisa/Jason - Lisa commended John R. and Sarah C. on reports and general organization in the beginning months of the school year.

13. Priority 3: Communication Infrastructure - Ted/Jon B reported on DAL to assess Website and Marketing (report addended). John R. reports that immediate need is recruitment/retention. Jon B. will help gather work of previous website volunteers and see if they are still interested. John R. to gather emails of previous conversations and changes to website use.

13.1 Jon B. reported on possible dates for Meetings w/ Board and Teachers/Staff - Oct. 28th @ 3:40- Feb 3, Apr 28 @ 7am

13.2 Jon B. reported on Meetings w/ Board and Parents - Nov 18 @2:15, Feb 14 TBA w/family team, Apr 14 (tentative) **DAL** to John and TJ to nail down dates on Wednesday morning meeting.

14. Finance Report - Andrew Brower reported on Green Space coming in under budget.

14.1 Finance will report exact figure (once all contractor commitments are met) and a review of possible projects allowable to use for funding including but not limited to maintenance, facilities overlap and proposed drainage garden/wetland ideas.

BUSINESS

(Old Business)

15. There was no old business.

(New Business)

16. There was no new business.

CLOSING

17. Public Comments (agenda items)

17.1 No public comments

18. Closing comments - Lisa thanked everyone for their participation and willingness to work with the new agenda and meeting focus and reminded that reports will be due and finalized

19. Call to Adjourn - Lisa entertained a motion to adjourn at 8:07`

19.1 **Action 1 2 app?**