

The Mission of the Grand Rapids Child Discovery Center is to continuously expand the potential of children, the experiences of educators and the involvement of parents within the diverse community of Grand Rapids. The Vision: base all decisions on the principles of Reggio Emilia incorporating current research on learning as well as developmentally appropriate practice.

Grand Rapids Child Discovery Center Board of Directors Meeting

6:00 – 8:00 PM Monday, October 14, 2013

Grand Rapids Child Discovery Center

409 Lafayette Ave. SE, Grand Rapids, MI 49503

INFORMATION TO THE PUBLIC: When the Chair recognizes a member of the public for oral comment, Suchcomment shall be for five (5) minutes or less, at the discretion of the Chair. Comments will be heard at the time the subject item is addressed to the Board, or under Item VI (Items Not on the Agenda).

Agenda

| | <i>TOPIC</i> | <i>PERSON RESPONSIBLE</i> | <i>TIME</i> | <i>TYPE</i> |
|---------------------|---|---------------------------|-------------|-------------|
| OPENING | | | | |
| 1 | Call to Order | Tracey | 6:00 | |
| 2 | Roll Call | Tracey | | Action |
| 3 | Approval of Agenda | Tracey | | Action |
| 4 | Approval of Minutes | Tracey | | Action |
| 5 | Reflection | Rotate | 6:05 | Information |
| 6 | Public comment on items not on the agenda (limited to 3-5 minutes by policy of the Board) | | | |
| REPORTS | | | | |
| 7 | Family Team Report | Family Team Liason | 6:10 | Information |
| 8 | Administrative Report | Erin | 6:15 | Information |
| 9 | Pedagogista Report | Sarah | 6:30 | Information |
| 10 | Leadership Team Report | Tracey | 6:40 | Information |
| 11 | Finance Work Group Report | Tim | 6:50 | Information |
| 12 | Facilities Work Group Report | Raymond | 6:55 | Information |
| 13 | Educational Programs Work Group Report | Chris | 7:00 | Information |
| OLD BUSINESS | | | | |
| 14 | Erin Melcher evaluation | Chris | 7:10 | |
| NEW BUSINESS | | | | |
| 15 | Park Fundraising/Annual Appeal Letter | Eric | 7:20 | |
| 16 | Board Orientation | Tracey | 7:40 | Information |
| | | | | |

Attending: Sarah Cooper; Eric Doyle; Raymond McDaniel; Esther Kuipers; Tim Glasser; Jen Milanowski; Erin Melcher; Mike Joynt; Trevor Gilbert; Chris Hanks; Amy Rottman; Steven Blann

6:00 call to order

6:05 audit report from Rehmann Robson. No major problems. Audit showed clean bill of health. Books appear to be accurate. See written report.

6:20- review of financial audit. No further questions.

Family Team report: new stewards; initiatives: OotM; GotR; movie night; chess/game club. Q: How has attendance been—lots of new people at first meeting, less more recently.

Facilities report: see written report. When we moved in, we put off a lot of necessary work; need to start budgeting for this work; estimate for brick work around \$12,000 (repair and seal exterior wall). Front entry bricks estimate \$700. [discussion of urgency and financial profile].

Motion to authorize Erin to contract for brick repairs to front stairs and to repair and seal exterior brick. At least front brick and all brick if feasible, at Erin's discretion. Glasser (McDaniel second) approved unanimous.

7:00 Administrative report: see written report. Enrollment count is 233 (231). Big issue is phone system renewal. Attachment is best estimate of costs. Other issue is changes to Theme School; will need to take MAP; just info at this point. Also getting new copiers is a good development.

7:15 Pedagogista report: see written report. Setting a schedule and group goals. **No formal new employee orientation.** Do new teachers have mentors—not formally but have teaching partners and lots of informal mentoring. New math curriculum getting good reviews, but is shifting focus of curriculum in the classroom. Professional development (Reggio) currently in tension with state mandates.

7:25 Financial report: just received September report. GF is at ~\$32,000. Building fund ~\$23,000. Total assets lower than last year mainly b/c Kellogg grant is not present. First state payment is next Monday. Will forward Sept. financial report.

7:35 Ed. Programs report: working on streamlining principal evaluation system. Created new self-evaluation document; need to align with survey and job description. Also opens conversation about policies and procedures.

7:55 charter renewal moved to top of November agenda.

8:00 park fundraising committee: identifying members; please volunteer to reach out to potential campaign cabinet advocates. Annual appeal should be Monday before Thanksgiving.

8:10 motion to adjourn approved unanimously.