

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 a diverse community of Grand Rapids, The Vision of the Grand Rapids Child Discovery Center is to 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

Date: 6:00-7:30 pm, Monday, January 13th, 2025

Posting Address: 409 Lafayette Ave SE, Grand Rapids, MI 49503

Location: Grand Rapids Child Discovery Center

Publication: <http://grcdc.org/>

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item "Public Comment"

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:05	Action
2. Roll Call .1 Present: ST, JB, TL,, PS, DM .2 Absent: CMK, KD .3 Guests: LN	Stephen		Action
3. Approval of Agenda 1st- JB 2nd- DM All- aye	Stephen		Action
4. Approval of Minutes 1st- TL 2nd- DM All-aye	Stephen		Action
5. Public Comment on agenda items (Please limit comments to 3-5 minutes)		6:05	Comment
Reports from the Board			
6. President's Report - Connected with internal candidates for the board, planning to meet with them this week. Have a couple additional potential candidates.	Stephen	6:10	Report
7. Executive Committee Report - Met and discussed plan to implement strategic plan, now that it's approved. Excited to get going!	Justine		Report
8. Finance Committee Report	Lisa		

	- No update			
9.	Secretary's Report - No update	Travis		
10.	Ad Hoc Committee Reports- .1 Strategic Planning Committee- Phil - No update .2 Fundraising- Doug - Raised \$2870 by end of year. Didn't have as much response in Lnk Letter as compared to separate email. Consider having teachers send it out next year. Opportunity to sit down with more developers, received the last report yesterday. Lisa and the committee will be discussing next steps with hopes of coming with a recommendation to the February meeting. .3 Marketing/Advertising- Justine - Met last week and discussed how marketing activities will need to shift to accommodate the strategic plan. Very intertwined. - Badge license usage costs for US NEws Report School Rankings. Best value and recommendation is Print and Digital combo plan with is \$995 – probably don't need the full-blown third package. Will send follow-up email. - Press release about latest rankings went out and Shelly Irwin wants Lisa back on her show. Also sent out to all three broadcast networks with hopes to arrange an appearance there as well. .4 Evaluation/Leadership- Doug - Need to approve Lisa's goals for the year with formal vote. - DM: As chair, motion we approve those goals for Lisa's goals. 2nd: PS All: aye .5 Policy- Travis - There are a number of new policies to vote on today, if we are ready. My read on these is that they are simply keeping us up-to-date with new federal requirements, such as grant compliance, Title IX changes, procurement and equipment thresholds, and IT security and AI policies. There are few very options or choices to make and those are all minor: naming Sarah as our Title IX coordinator (freeing Lisa to weigh in on appeals) and aligning our gift threshold with the ISD. So my recommendation is that we vote to approve these unless there are any questions or topics for discussion. - Motion to approve: PS. 2nd: DM. All: aye	All	6:15	Report

Reports to the Board

11. [Executive Director's Report](#)

Lisa

6:15

Report

Current Significant Issues:

- We have sent RFPs out to 4 firms. I plan to make a recommendation to the Board to vote on for the Feb meeting.
- Ms. Mandy officially passed her Michigan Test for Teacher Certification- give her a high five or send her an email when you see her. She is fully committed to this group of children and this position. Ms. Maranda is still going through the program, hasn't yet taken the test.
- The new district Elevate Committee met on December 18. This committee is a joint venture between the Family Team and the school-based Equity Advisory Council. Three goals we have for this year: MLK Jr. Day Family and Class Observation, a family/staff discussion opportunity, and a Family Stories Event
- Sarah and I have begun the processes of refreshing and reviewing the Reproductive Health learning we offering at GRCDC. Post COVID, we have not relooked at anything or started anything new. The only thing we are required to instruct children on (by law) is HIV/AIDS- however, we think a more well-rounded and developmentally appropriate flow of lessons would be good for our school. This month, we will send out a survey to families (which is required by law) to get their input on what might be more appropriate and necessary for our K-5 children to learn about. We will also be forming an Advisory Board for this (also guided by law) and the Board will need to approve the Advisory Board when we are ready to recommend it.

Continuous Improvement Plan:

- Board should expect a full SEL and Academics data presentation at the Feb board meeting 2/10

Committee Updates:

Finance- next month, we will have the budget amendment. The Board will need to vote to

approve it. It will be prepared by HN and sent out on Feb 3- for questions and posting. That will give us a good look at where we are with this year's deficit.

Fundraising: After last month's discussion, I pursued proposals from additional firms and consultants. Phil was able to join me in a meeting with Laura Hurth-Rhoades from Do Good Consulting and Phil and Doug joined me in a meeting with Kennari Consulting. I just received Kennari's proposal yesterday, so I do not yet have a recommendation. My plan is to follow up with Doug, Phil, and the rest of the committee (who is on the committee) and have a recommendation for the Board in February

Facilities- nothing new from me

Evaluation- nothing new from me

Marketing and Tech-

- ***Can the board commit to flyering (madison square, cherry, wealthy businesses) and preschool drop offs? I have flyers ready to go today!***
- ***Jan 29 Expo from 430-630 at GRPS University-*** I need one Board member to pick up stuff and set up and work the 1st hour and another for the second hour, unless someone wants to do it all.
Ashleigh Palmiter from the Family Team has also volunteered to help with the table this year!

Safety committee (this is a parent/school based committee):

- Nothing new at the moment

Strategic Planning:

Communication with Marketing

- Do we want a version of the plan in the canva designed template?
- If so, what do we want included in that
 - Phil/Justine: marketing can spin up promo materials as needed. We can link to the full gDoc version (read

only) on the website – no need for a full, designed deck. Lisa and Sarah should focus on implementation and planning.

Moving to Implementation

In an email from January 8, Dawn and Libby recommended:

To help keep the momentum going, Libby and I would like to suggest a few next steps:

- **Break down your action steps:** *Create a timeline for your goals. For example, you could organize them by quarters (e.g., Quarter 2, Year 2) or stagger them annually, whichever feels most intuitive for you.*
- **Assign ownership of action steps:** *As you are creating the timeline, consider assigning specific individuals or teams to oversee each action step, this will help with accountability but also with workload,*
- **Define measures of success:** *Create a data dictionary that outlines how you define each measure and the tools you'll use to track them. This will help maintain consistency and allow you to adjust tools as needed over time.*
- **Track progress effectively:** *As you mentioned, developing a spreadsheet to monitor action steps and align them with your measures of success is a great idea. Consider using separate tabs for each year to keep things organized and clear.*
- **Plan for reflection:** *Develop a process to review and reflect on progress with the board at the end of each quarter. Regular check-ins will support flexibility and ensure you stay on track and celebrate milestones along the way.*
- **Communication channels:** *Recommend setting up regular communication channels (e.g., monthly emails, quarterly or semi-annual updates) to keep the GRCDC parents, teachers and staff informed about progress, celebrate and*

gather feedback.

Doing this part is a big pot of work. Sarah and I will review and see what she and I can do independently and what we need the committee on. I will plan on sending out scheduling notes to the committee so we can get some time together

Moving Forward:

- Thank you to Justine for agreeing to be a guest reader for the MLK day read alouds!

12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	7:15	Action
14.	New Business - Covered earlier.		Action
Closing			
15.	Public Comment open (Please limit comments to 3-5 minutes)		Comment
16.	Board Comment Period - JB: shout-out to Jaclyn Klinger and all she's accomplished with music in her first year here!		Comment
17.	Adjourn	Stephen	6:47 Action

School Leadership:

Executive Director- Lisa Nuyens LN
Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST
Vice President- Justine Burdette- JB
Treasurer- Courtney Myers-Keaton- CMK
Secretary- Travis LaFleur - TL

Members at Large:

Kevin Davis-KD
Philip Strom - PS
Douglas Meeks - DM