

Minutes 06-19-12 Board Meeting

Call to Order- 6:02 p.m.

Board Members present: Mindy Holohan; Lorissa MacAllister; Chris Hanks, Tracey Brame, Tim Glasser

Staff present: Erin Melcher, Sana Amash, Sara Cooper, ~~Ann~~ Peg Jeffcheck, Rachel Harth, Trevor

Not attending: Raymond McDaniel

1. Approval of Agenda
 - a. MOTION: Hanks, Brame support, **approved unanimously**
2. Approval of minutes: Tracey will send them out at a later date
3. Reflection: No formal reflection, but a reminder about the gratitude project and solicitation project. Erin shared the plaque that had been designed for the gratitude project. It will be engraved with the names of those to be honored. Public Comment
4. Administration report -Melcher
 - a. Spaghetti dinner: went very well
 - b. Summer school: approximately 30 students signed up, 20 were present today
 - c. School Data Profile Analysis has been done.
 - d. Family survey going out soon
 - e. Highlights from staff retreat:
 - i. Switch to "common core"
 - ii. Defining pedagogista role
 - iii. Discussion of Title III requirements
 - iv. Increasing publication and practice of teachers
 - v. Use of new evaluation process – we were first to implement new process, went fairly well
 - vi. Staff handbook to be complete by end of first semester
 - vii. Everyone is on board to move the playground from St. Adelbert, but need a plan and money to make it happen
 - viii. Improvement of classroom environments
 - ix. Needs assessments
 - x. Discussion of how to increase parent involvement
 - xi. Continuing discussion of use of Kellogg grant
 - xii. Staff members have received their iPads.
 - xiii. Erin generated a report representing a snapshot of grant proposals and results. Mindy suggested that the report be provided at every board meeting
 - f. Trevor: Pedagogista proposal
 - i. Representing staff, Trevor discussed how important the role of the pedagogista is to the curriculum and school environment in general.

- ii. Staff, including Sana, Sara, and Ann discussed the need for provocation, questioning, inspiration, (constructive) tension, and continuity. Right now, teachers are partnered with each other, but there is no one person bringing them all together. Trevor noted that a pedagogista would ground us in our roots as a Reggio Emilia school
- iii. Chris noted that the budget is very tight, and questioned what other expense might be forgone in order to hire a pedagogista.
- iv. Staff and board brainstormed potential resources such as grants, a trial period, etc. Lorissa indicated that the board will discuss the issue at the retreat and actively seek ways to fulfill this goal.

Question from Mindy: how will staff go about meeting goals that were set, what are the standards of measure? Erin: implementation will be discussed at the orientation CP, as well as those following.

Question from Tim: who will take the lead on each goal, for example, the playground? Lorissa: would be helpful to know who the champion is, what the timeline is, and what support is needed from board, others. Mindy: might also be helpful to family team to know what is needed.

Erin: Will work on compiling this information.

- 5. Tim – financial report
 - a. Fund balance stable
 - b. We have to approve a budget by the end of June
 - c. Big questions include fundraising ability
 - d. MOTION: Approve budget as discussed. Tim moved, Chris supported, passed unanimously
 - e. Erin: medical costs will increase by 13%; reflected in budget
 - f. Lorissa will investigate cost of contracting with a fund development person
- 6. Child and Family Coordinator Role
 - i. Trevor has been great, and has worked wonderfully as an assistant principal.
 - ii. Is his job description too broad? The board will discuss this at the retreat
- 7. Nominating and Governance workgroup
 - i. MOTION: Board will establish a nominating and governance workgroup with Tracey as chair. Chris moved, Tim seconded, passed unanimously
- 8. Future meetings: board meeting will be held monthly on the second Monday of the month. The first meeting is August 13, 2012. Next years board retreat will be held on June 6, 2013, all day, MOTION: To accept calendar. Mindy moved, Tracey supported, passed.
- 9. Retreat agenda set:
 - a. Organizational structure, role of/funding for pedagogista
 - b. Capital campaign, fund development
 - c. Board organization
 - d. Board training
 - e. Goal setting for workgroups

- f. Community development
 - g. Integration of child development center
- 10. Motion to adjourn passed unanimously