

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 9th, 2023

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
<b>Opening</b>			
1. Call to Order	Abby	6:00	Action
2. Roll Call .1 Present: AS, AJ, AF, TL, ST, PS, AG, LN executive director .2 Absent: KD .3 Guests: Sana Amash - teacher, Sarah Cooper - pedagoga Danielle - interventionist	Abby		Action
3. Approval of Agenda 1st- ST 2nd- AF All- yes	Abby		Action
4. Approval of Minutes 1st- PS 2nd- ST All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) No comments tonight		6:03	Comment
<b>Reports from the Board</b>			
6. President's Report - Outside counsel hired to investigate initial complaint - 2nd formal complaint being looked into by the executive committee - so far no outside investigation needed. - Have a new Expo coming up at City on Jan 26th (a thursday). 1-2 volunteers needed. - Open house on February 16th will be advertised at this expo. 1-2 volunteers needed. - Abby will send an e-mail out with dates for people to sign up.	Abby	6:04	Report
7. Executive Committee Report No updates	Anne		Report
8. Finance Committee Report Kevin absent today. Lisa states Tessa brought another member from Hungerford Nickles team (geraldine) to meet Lisa and see the school. She lives in Benton Harbor and works with public	Kevin		

schools and nonprofits. Megan will be going on a pregnancy leave. Will move to an in-person format for initial budget meeting as budget this year different than 3 years ago and do not want any more errors.				
9.	Secretary's Report Philip will do the invitation to the board meeting next month - forgot this month.	Amelia		
10.	Ad Hoc Committee Reports- Need update on leads .1 Marketing/Advertising- Travis - All print collateral is good to go - Stephen and Travis had had more meetings on website - Sent out notice for needing a web developer - will be posted in Link Letter this week? - Got feedback from Abby and Lisa for questions they had about website - Still need to talk to Kevin about adding to ongoing expenses. .2 Strategic Planning Committee- Amber - Working on finding a time to meet - Philip will be part of committee' - One proposal has come in from RFP - was due Jan 6th. .3 Reauthorization- Abby - Talked to Anya (Lisa and Anya) - Still finalizing information to them by beginning of Feb - They have plenty of time to tell us if they need anything more from us - They see themselves as ambassadors of our school and will recommend to GRPS board to re-authorize but want Abby and Lisa to attend the GRPS school board meeting. - Matthew hopes to get most questions answered for board subcommittees prior to actual reauthorization vote. Lisa may need to answer questions at this time. .4 Evaluation/Leadership- Amelia - Committee will meet again prior to Feb board meeting - Philip will pick date he is available for training and we will get his registration switched to that date. - Will send first set of domains/factors out prior to Feb meeting so board members can ask any questions we have of Lisa. .5 Policy- Travis - Travis sent out a summary of new policies and recommendations for how to vote on these. - Recommended against voting for policy about vendor relations as this does not come up for our	All	6:14	Report

school and would be an undue burden and FOR the new policy about sexual offenders and restrictions on access to school (based on update in MI law).

- Other 2 updated policies should vote for. Fair labor standards act (space for breastfeeding mothers and legal requirements).
- .6 Board Liaison- A Team (Travis), Facilities (Kevin)

#### Reports to the Board

11. Executive Director's Report Lisa 6:25 Report

#### Current Significant Updates or Issues

- 61 Kinder apps right now
- Expo on January 26 with another Open House in the building on 2/16
- Only 8 working days since we last met so not a lot of new news!
- Sarah and I are in the middle of interviewing for a 3rd Interventionist and Special Education Instructional Aide. Reluctant to hire someone just funded by ESSR with no plans to be able to keep them. Did decide to fund a temporary position due to COVID learning loss and needs of students. Will be funded to Dec 2024 by ESSR 3.
- Have had 6 applicants - requires teaching certificate.
- Have interviewed 2 people for this role - both seem viable.
- Would start ASAP once hired.
- Still interviewing for special education instructional aide. One offer went out and person turned down job.
- If parents are worried about standards or grades of their student - send them to Sarah - this is her role and she is great at explanation and context.
- Please encourage parents to get involved - volunteering (lunch, classrooms), join the family team, come to community meetings, come to board meetings, read minutes etc.

#### Evaluation Highlights

The School ADvance System has 5 Domains for evaluating Superintendents/Central Office Staff. In an effort to ensure that Board members have the opportunity to ask questions,

review artifacts, or discuss School ADvance domains prior to June, the Leadership Evaluation committee has asked me to feature a Domain each month leading up to final evaluation.

<p><b>Domain 1 – Results</b></p> <p>A. Growth targets on mandatory academic measures            B. Growth targets on other valid, normed or criterion-referenced academic measures, including performance and developmental rubrics            C. Growth targets on valid, research supported behavioral measures associated with academic achievement            D. Growth targets on valid, research supported psycho-social measures associated with academic achievement</p> <p><small>Note: Growth targets for A-D can be based on SGP, SLO, Proficiency, and other means of analyzing positive change in student's performance status, profile, or rate. Additionally, targets can be aggregated or disaggregated by, ethnicity, EL, Gender, ED, SWD, Migrant, Homeless, Foster Care, Active Military Parents, class groupings, programs, etc.</small></p>	
<p><b>Domain 2 – Leadership</b></p> <p><b>A. Vision for Learning and Achievement</b></p> <ol style="list-style-type: none"> <li>1. Mission and Vision</li> <li>2. Goals and Expectations</li> </ol> <p><b>B. Culture</b></p> <ol style="list-style-type: none"> <li>1. Values, Beliefs, Principles, and Diversity</li> <li>2. Language, Traditions, Celebrations, and Stories</li> </ol> <p><b>C. Leadership Behavior</b></p> <ol style="list-style-type: none"> <li>1. Informed and Current</li> <li>2. Strategic and Systemic</li> <li>3. Fair, Legal, Honest, and Ethical</li> <li>4. Adaptive and Resilient</li> </ol>	<p><b>Domain 3 – Systems</b></p> <p><b>A. High Quality and Reliability Instructional Program</b></p> <ol style="list-style-type: none"> <li>1. Guaranteed and Viable Curriculum</li> <li>2. Evidence Based and Differentiated Instruction</li> <li>3. Standards Based Assessment and Feedback</li> <li>4. Technology to Expand Learning Opportunity</li> </ol> <p><b>B. Safe, Effective, Efficient Programs and Services</b></p> <ol style="list-style-type: none"> <li>1. Laws, Policies, and Regulations</li> <li>2. Processes and Procedures</li> <li>3. Resource Allocation and Management</li> <li>4. Personnel Policies and Practices</li> <li>5. Non-Instructional Technology</li> </ol>
<p><b>Domain 4 – Processes</b></p> <p><b>A. Community Building</b></p> <ol style="list-style-type: none"> <li>1. Board Relations</li> <li>2. Leadership Team Relations</li> <li>3. Internal and External Stakeholder Relations</li> <li>4. Communications and Media Relations</li> </ol> <p><b>B. Evidence Based Improvement</b></p> <ol style="list-style-type: none"> <li>1. Collaborative Inquiry</li> <li>2. Systematic use of Multiple Data Sources</li> <li>3. Data Systems</li> <li>4. Aligned Improvement, Monitoring, and Reporting</li> </ol>	<p><b>Domain 5 – Capacity</b></p> <p><b>A. Human Development</b></p> <ol style="list-style-type: none"> <li>1. Professional Learning</li> <li>2. Leadership Development</li> <li>3. Performance Evaluation</li> <li>4. Productivity</li> </ol> <p><b>B. Contextual and Political</b></p> <ol style="list-style-type: none"> <li>1. Contextual and Political Awareness</li> <li>2. Education and Advocacy</li> </ol>

**The schedule for review is as follows:**

January: Overview/Domain 1

February: Domain 2: Leadership (Vision for Learning and Achievement, Culture, Leadership Behavior)

March: Domain 3: Systems (HQ and Reliable Instructional Program, Safe Effective Efficient Programs and Services)

April: Domain 4: Processes (Community Building, Evidence Based Improvement, School/District Improvement)

May: Domain 5: Capacity Building (Human Capacity Development, Contextual and Political)

June: Comprehensive/Final Submission

**Overview:** In general, the tool is designed for a traditional superintendent of a district over a group of schools and managing a central office. We make it work for our purposes mostly, but I will highlight some misalignments as we focus on each domain throughout the months. Generally, the rubric

ratings in each characteristic break down as follows ME- I am doing it (if I'm not doing it that would be INEFFECTIVE), Effective: WE are doing it (I am doing it with others), Highly Effective- THEY are doing it (capacity has been built for others to be able to do this, as well).

**Domain 1:** The first Domain is based on student data (40% of total score based on standardized testing data) and cannot be calculated until the end of the year. My score in Domain 1 is a calculation of all the teachers' data for the school year. We use both growth and proficiency goals here. In February, I will give an update on benchmark assessments (comparing fall to winter). This is required by law and will also be posted on our website. I will give another update in June (also required by law) and that will be the basis for Domain 1. MB (from GRPS) is invited for this, as well, as it is part of their role as our authorizer to ensure we are meeting our academic goals.

- Lisa will see if Matthew wants to invite any academic sub committee member from GRPS to this board meeting as well.

## **2. Update on Strategic Plan Implementation**

### **Curriculum-**

Cycle 2 Data is complete. Interventionists are completing goals and plans, new intervention cycle begins today.

Academic and SEL data presentation for comparison from Fall to Winter and our goals for the spring will be at the February meeting- MB has been invited to that meeting.

### **Culture:**

SEL Interventionists had a chance to meet with all teachers on Tuesday 1/3 to go over data, ensure appropriate Tier placement and create goals and beginning plans. Structured SEL tiered intervention is still very new to us- with Tier II for teachers being entirely new. We are continuing to build our systems and processes. This round, Interventionists will be required to keep a goal page, documentation of sessions, and parent communication just as academic interventionists have done. More formal than what they have done so far.

### **SAFETY AND SECURITY:**

- Doors for mid February

<p><b>3. Direct Action Updates:</b></p> <ul style="list-style-type: none"> <li>- No additional at this time</li> </ul> <p><b>4. Facilities Update</b></p> <ul style="list-style-type: none"> <li>- Dials on all radiators installed over break - teachers now will have some control over radiators in their classrooms.</li> </ul> <p><b>5. Finance Updates-</b> None at this time</p>			
12.	Family Team Report Movie night coming up - attend if able.	NA	Report
<b>Business</b>			
13.	<p>Old Business (previously moved)</p> <p>.1 Policy Item updates N/A</p> <p>6108 Authorization to Use Electronic Transfer of Funds and Automated Clearing House Arrangements</p> <ul style="list-style-type: none"> <li>- motion to adopt 1st - PS 2nd - ST all - aye</li> </ul> <p>6460 Vendor relations - decided not to adopt - no motion brought</p> <p>6700 Fair Labor Standards Act -</p> <ul style="list-style-type: none"> <li>- motion to adopt 1st - AJ 2nd - AF all - aye</li> </ul> <p>9150 Academy Visitors -</p> <ul style="list-style-type: none"> <li>- motion to adopt 1st - AF 2nd - AJ all - aye</li> </ul> <p>Travis will e-mail Charter institute policy people to let them know what we adopted.</p>		Action
14.	New Business .1		6:50 Action
<b>Closing</b>			
15.	<p>Public Comment (Please limit comments to 3-5 minutes)</p> <p>Sana brought up news about 6 yo shooting his teacher - feels more affected by this than most school shooting news.</p> <p>Abby - could be a good time to talk to kids about what is appropriate or not appropriate to bring to school.</p>		Comment
16.	Adjourn	Name	6:54 Action

**School Leadership:**

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

**GRPS Liaison:**

Matthew Beresford

**GRCDC Board Members:**

**Executive Committee-**

President- Abby Sutter- AS  
Vice President- Anne Jbara- AJ  
Treasurer- Kevin Davis- KD  
Secretary- Amelia Grayson- AG

**Members at Large:**

Stephen Tanner- ST  
Amber Fox- AF  
Travis LaFleur- TL  
Philip Strom- PS