

# Grand Rapids Child Discovery Center

## Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, February 13th, 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	6:01	Action
2. Roll Call .1 Present: TL, KD, ST, AJ, AG, AS, PS, AF, LN (executive director) .2 Absent: .3 Guests: Sarah Cooper (Pedagogista), Matthew Beresford (GRPS), Sana Amash (Teacher)	Abby		Action
3. Approval of Agenda 1st- AJ 2nd- KD All- yes	Abby		Action
4. Approval of Minutes 1st- PS 2nd- TL All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) none		6:03	Comment
<b>Reports from the Board</b>			
6. President's Report Reauthorization draft to GRPS by end of the month. Do have updated information from all board members Proof of citizenship of board members - unsure what we need to provide - that info will be given once we know. School open house this Thursday 5-6:30pm - Ambertand Amelia will cover board table. Phil helped with table at GRPS expo - it was a good time.	Abby	6:03	Report
7. Executive Committee Report	Anne		Report
8. Finance Committee Report	Kevin		
9. Secretary's Report - Philip will do the invite for March meeting	Amelia		
10. Ad Hoc Committee Reports- Need update on leads .1 Marketing/Advertising- Travis - Handful of people reaching out to be part of website project. - If cannot find someone to do this Stephen and Travis think they can do it. - Do not want to work with a company due to cost. - Under \$5,000 is the budget.	All	6:08	Report

.2 Strategic Planning Committee- Phil  
 – met with a consulting group (Valentine consulting LLC - Variable Scoop). Got all questions answered: Could make onsite presence work (and would fit within budget), one consultant from Greater Milwaukee area - familiarity with midwest and experience in K-12 school system, large part of work will be remote - this has been how they have done this in the past and it has worked well.

- Felt good about hiring this group - feels they line up well with our school's values.
- Would take about 9 months
- Would like part of this to come from ESSR III funds. \$23,000 budget.
- 4 phases - pay at each phase.
- Would start in the spring following spring break.

.3 Reauthorization- Abby

- Draft will be turned into GRPS by end of month.
- Process pretty streamlined
- GRPS will vote on at June Meeting

.4 Evaluation/Leadership- Amelia- cover Domain 2

- No one had questions regarding domain 2 characteristics
- Had a meeting with evaluation team - Lisa doing well on goals except for not being pulled to cover for teachers as so many people out sick or on leave it has been all hands on deck.

.5 Policy- Travis

- Latest updates we voted on were made.

.6 Board Liaison- A Team (Travis), Facilities (Kevin)

- No recent meetings or new things to report.

**Reports to the Board**

11.	Executive Director's Report <b>Current Significant Updates or Issues</b>	Lisa	6:25	Report
	<ul style="list-style-type: none"> <li>- Enrollment Application Kinder - 86 total (48 spots) with 32 siblings, 1st - 8, 2nd - 4, 3rd - 5, 4th - 3, 5th - 2</li> <li>- We have hired a 3rd academic interventionist, Jordan Bell - full time. She is a certified teacher, originally from Michigan, taught in Texas. She is being onboarded and getting started.</li> <li>- We are in the final stages of the interview process for the open 4th grade position, and hope that we may be able to make announcement soon</li> <li>- Still no luck on Special Education Instructional Aide</li> <li>- Posted music teacher on Friday- hoping to hire part time this year to go into full time next year.</li> </ul>			

- MANY staffing issues impacting our progress this month- 4 surgeries (3 of those unplanned) resulting in medical leaves, ongoing parental leave, ongoing admin leave, as well as regular illnesses. Some days, to staff the school appropriately has been a true challenge but have stayed open. Staff spread thin.
- Working on trying to get subs through EduStaff through GRPS but has not happened yet. They do not partner with charter schools.
- I am working on the draft of a new Parent Communication and Conflict Resolution Process document. This will be submitted in draft form first to the E Committee for feedback and then to the full Board for review. My plan is to put a final draft forward in March for approval by the Board.
- Working on Reauthorization draft due end of the month
- This is my contract year- I am on a three year contract. The contract reads that the Board will inform me by March of the intent to renew, with an employment agreement for the next cycle to be given to me for review by 3/31. Need to give notice to an administrator 90 days before the end of June if NOT going to renew their contract (per Matthew Beresford).
  - Special board meeting for this? Executive committee do initial draft and then send to a review?
  - Need to look at industry rate for Lisa's role especially in light of inflation.

### **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.

### **Domain 2:**

**Domain 2 – Leadership**

**A. Vision for Learning and Achievement**

1. Mission and Vision
2. Goals and Expectations

**B. Culture for Learning**

1. Values, Beliefs, Principles, and Diversity
2. Language, Traditions, Celebrations, and Stories

**C. Leadership Behavior**

1. Informed and Current
2. Strategic and Systemic
3. Fair, Legal, Honest, and Ethical
4. Adaptive and Resilient

The formative rubric can sometimes help to see the full details of a Domain. [See here](#)

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

### **Curriculum-**

**See Academic Data and SEL Data Presentation here:**

**<https://docs.google.com/presentation/d/1dHLgOkeaTe3Elh9T2E8P8e5EDXbbjvS4Al8S403raRQ/edit?usp=sharing>**

(also posted as a PDF)

### **Culture:**

On January 17, we had a professional development with Opportunity Thrive titled [“Resilient Communities: Collaborative Health through Difficult Conversations”](#). This is the continuation of our Adult-focused SEL work. This was an opportunity for the staff to continue to work on how we respond to challenges (conflict, emotional harm, etc.) in the workplace while still being guided by [our norms](#) and core values.

On January 10, we had an all staff CP meeting for a full CLC on the social emotional learning data- focusing on Tier 3. The staff was divided into grade level teams with that team’s paras and a school wide group (specials teachers, admin, interventionists). It was difficult to pinpoint causal theories within our control and specifically focused on the racial disparity.

On January 31- virtual all staff CP- [Empathy Module \(CD\)](#). This module and chapter from Conscious Discipline is focused on the 5 steps of self regulation. Knowing how difficult January has been for the staff (and for many kids and families), this seemed like an important place to focus our energy. Using regulation and empathy in the right way is very important, and not something many of us were taught. This module and

chapter emphasizes a 5 step process for regulation that all adults are learning and will practice, so that we may then be able to teach this to our kids (we can't teach it if we haven't mastered it ourselves)

**I am** step 1: I am triggered and I become my emotions

**I calm** step 2: Breathe and notice the internal state, letting emotions bubble up

**I feel** step 3: Identify and name the feeling, shifting from "I am angry" to "I feel angry"

**I choose** step 4: Relax, change states and reframe the problem

**I solve** step 5: Win-win solutions are abundant

On February 7- a joint A Team/TC meeting focused on adult needs in order to attend to kid needs. We specifically revisited in a more focused way the data narratives, causal theories, and action steps from the January 17 meeting. We reframed this to back up to the data narratives and try to define what staff needs in this moment in order to respond to what the data is telling us. Some of the needs included:

1. Being fully staffed and having subs available
2. More training around equity/racial disparity, as well autism/trauma/special needs
3. Building stronger relationships with families
4. More training for paras
5. Specific focus on culturally responsive SEL lessons and extensions (our curriculum is lacking here)
6. More clear direction and resources around Tier II and more consistent Tier III for SEL needs
7. A re-look at the ladder of consequences (what happens when we have tried everything on the ladder? How do we more successfully involve families)?
8. Help/coordinated response in making sure all children have basic needs met and building that bridge with families

All of these needs are relevant to the 3rd goal of our School Improvement Plan, focused on culturally responsive SEL. This can also inform our strategic planning process (especially the parent connection and relationship component).

**SAFETY AND SECURITY:**

- Doors for mid February- update: they have been shipped!
- Great news! We received a School Safety grant of about \$30,000. This will be used for a wireless intercom system, with any leftover monies being used for safety training.

**3. Direct Action Updates:**

- No additional at this time

**4. Facilities Update**

- Nothing at this time.

**5. Finance Updates-**

We have a finance committee meeting this Friday. We will be looking at a few requests that I have-

1. Possibility of additional paras through the end of the year (only relevant if there are viable applicants) Have had a really hard time getting people to apply.
2. Purchasing the Administrative Guidelines that go with our Policy Book. We explored this in 2018. Seems even more relevant and necessary now. There is a one time cost of \$7,150 - Lisa will be asking for this from finance committee.
3. Increased per diem rate for subs to \$200 daily - GRPS still higher than that.
4. Applied for school mental health grant.

Supporting Resources to give context to the data:

- [“It May Take Years to Recover from Pandemic Learning Loss”](#) CBS
- [“Most K-12 Parents Say the First Year of the Pandemic Had a Negative Impact on Their Child’s Education”](#) Pew Research
- [“How COVID Impacted Children’s Learning- and How We Can Get Back on Track”](#) World Economic Forum (with some relevant data points regarding the USA)
- [Educators See Gaps in Kids’ Emotional Growth, Post Pandemic](#) (education week)

- [“Headed Back to School: A Look at COVID 19’s Ongoing Impact on Children’s Health and Well Being”](#) (Kaiser Family Foundation)

Other relevant:

[“Teachers are in the Midst of a Burnout Crisis”](#) (cnbc)

[“Staffing Shortages Continue to Plague Schools”](#) (Washington Post)

[“Low Funding, Shortage, Absenteeism, Continue to Plague Schools Post Pandemic”](#) (wxyz)

[“Schools Across the Country are Struggling to Find Staff: Here’s Why”](#) (pbs)

12.	Family Team Report	NA	Report
<b>Business</b>			
13.	Old Business (previously moved) .1 N/A		Action
14.	New Business .1 Vote on funding approval for Strategic planning Motion to approve 23,000 in funds for strategic planning outside counsel - 1st - AF, 2nd - PS, all - yes	7:23	Action
<b>Closing</b>			
15.	Public Comment (Please limit comments to 3-5 minutes) Message from parent in Sana’s class: works at MFB. Researching best practice for active shooter situation. Worried GRCDC not doing the best practice on this. Recommends author Katherine Schweit on this. Lisa - will follow up with him. Have a safety grant we can use.		Comment
16.	Adjourn Board went into closed session to discuss HR issue	Name	7:29 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