

Intergenerational Schools

Board of Directors Regular Meeting

Held Jointly with TIS, LIS & NWIS

Wednesday, February 27, 2019 at 6pm

The Intergenerational School



THE Intergenerational SCHOOLS

A COMMUNITY OF LIFELONG LEARNERS

Board Attendance:	NWIS	TIS	LIS
Mark Saffran	Present	Present	Present
Erika Adlakha			Present
Lynn Carpenter	Present		
Mark Charvat	Present		
Jonathan Holody			Present
Lisa Lovato		Present	
Stacy Miller			Present
Bob Nicolay		Present	
Mark Olson			Present
Sarah Trimble	Present		
Lee Trotter		Present	
Mike Swearengen		Present	
Molly Wimbiscus	Present	Present	Present
	5/5	6/6	6/6

Staff:	Organization
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Wiersma	Director of Network Operations, IGS
Andres Perez-Charneco	Director of Operations, NWIS
April Maimone	Principal, NWIS
Shawn Hallowell	Assistant Principal, NWIS
Rachel Hanni	Director of Operations, LIS (by phone)
Nancy Szilagyi	Teacher, NWIS
Emma Monaghan	Teacher, NWIS
Terri Manns	Advancement Director, Friends of IGS
Paul Sauerland	Intergenerational Cleveland, Board Member
Mike Barni	HR Advisory Group Member
Guests:	Organization
Jeff Jaroscak	ESCLEW, TIS Sponsor
Matt Rado	CMUSD, NWIS Sponsor
Lori Wood	ODE, LIS Sponsor (by phone)
Doug Mangen	Mangen and Associates

Meeting was officially called to order at 6:01 pm by Mark Saffran, Board Chair.

1. Public Comment

- Mike Barni, new HR Advisory Group member introduced himself. He recently joined the HR Advisory Group and is excited to work with the group and learn more about the schools and boards.

2. Consent Agenda (all requiring action)

Mark Saffran

- January 30, 2019 Board Minutes
- Contract Actions
 - TIS/NWIS/LIS Jill Windelspecht
 - TIS/NWIS/LIS Business Volunteers Unlimited
- Facilities Action
 - LIS only
- Out of State Travel
 - TIS/NWIS/LIS
- Overnight Field Trip
 - TIS/NWIS Only
- Personnel Action
 - TIS/LIS Only
- HB 21 Verification of Residency Monthly Report

Motion to approve Consent Agenda items:

LIS: Motion by Mark Olson; Seconded by Johnathan Holody **Motion passes unanimously**

TIS: Motion by Lisa Lovato; Seconded by Mike Swearengen **Motion passes unanimously**

NWIS: Motion by Sarah Trimble; Seconded by Lynn Carpenter **Motion passes unanimously**

Motion to approve LIS Facility Action

LIS: Mark Olson; Seconded by Stacy Miller **Motion passes unanimously**

Motion to approve TIS/NWIS Personnel Action

TIS: Bob Nicolay; Seconded by Mike Swearengen **Motion passes unanimously**

NWIS: Stacy Miller; Seconded by Mark Charvat **Motion passes unanimously**

3. School Leadership Reports

April Maimone

- a. Ms. Maimone gave a presentation on some of the school's strategic goals. She explained the students at NWIS have just taken the NAEP test and will be taking the AIR test very soon. She reviewed the AIR testing dates. Ms. Maimone also briefly reviewed the MAP scores from the middle of the year testing. She also reported out on the CPI training a portion of her staff took at the last Professional Development Day. Also showed pictures of the Kindergarten readiness dinner and the Social Justice Project one the classrooms took part in. The board did have questions regarding the reenrollment number for NWIS and the Map scores.

4. Partner Message

Jeff Jaroscak/Lori Wood/Terri Manns

- a. Dr. Jeff Jaroscak—ESCLEW sent out their monthly newsletter and he directed the board members to read it. He briefly talked about the call between ESCLEW finance and TIS treasurer to review finances and all looked good. Dr. Jaroscak congratulated TIS as being one of only two schools in their portfolio that did not receive any type of Corrective Action Plan under the new rigorous compliance regulations.
- b. Lori Wood—Ms. Woods reported that LIS looks good in regards to compliance and she has been in touch with school leaders.
- c. Ms. Manns passed out information regarding Friends of Intergenerational financials and philanthropy forecast. She reported out her meetings with possible donors and plans going forward with those donors. She also informed board members they will each be receiving a list of mentors and lapsed donors in which they should reach out to. She also reviewed the digital campaign (Advance Ohio) that was recently launched.

5. Finance

Doug Mangen

- a. Mr. Mangen explained to the board what STAR Ohio Banking is and why it is an important for the schools to join.

Motion to approve Enrollment in STAR Ohio Banking

LIS: Motion by Mark Olson; Seconded by Erica Adlakha **Motion passes unanimously**

TIS: Motion by Bob Nicolay; Seconded by Lisa Lovato **Motion passes unanimously**

NWIS: Motion by Mark Charvat; Seconded by Lynn Carpenter **Motion passes unanimously**

There were questions surrounding the limitations of withdrawing funds, which Mr. Mangen explained that no there were no limitations.

- b. Mr. Mangen reviewed January 2018 financials and according to the CMSD financial indicators all schools are meeting standards.

Motion to approve January Financials:

LIS: Motion by Jonathan Holody; Seconded by Erica Adlakha **Motion passes unanimously**

TIS: Motion by Mike Swearengen; Seconded by Bob Nicolay **Motion passes unanimously**

NWIS: Motion by Sarah Trimble; Seconded by Mark Charvat **Motion passes unanimously**

Motion to approve Crowdfunding Policy:

LIS: Motion by Mark Olson; Seconded by Stacy Miller **Motion passes unanimously**

TIS: Motion by Lee Trotter; Seconded by Bob Nicolay **Motion passes unanimously**

NWIS: Motion by Sarah Trimble; Seconded by Mark Charvat **Motion passes unanimously**

- c. **Financial Presentation**

Mr. Mangen continued his presentation from the previous month. He presented the five-year outlook with fundraising vs. no fundraising from Friends of Intergenerational. There was discussion and questions surrounding the revenue and expenses of each of the schools. Mr. Mangen reviewed the steps needed going forward to remain sustainable.

6. Executive Committee

Molly Wimbiscus

- a. Ms. Wimbiscus reported out the findings of the Intergenerational Schools and the Friends of Intergenerational board survey.

7. Human Resources

Brooke King

- a. Ms. King reviewed the revised 19-20 Teacher Contract Language.

Motion to Approve the Revised 19-20 Teacher Contract Language

LIS: Motion by Stacy Miller; Second by Jonathan Holody **Motion passes unanimously**

TIS: Motion by Lee Trotter; Second by Lisa Lovato **Motion passes unanimously**

NWIS: Motion by Sarah Trimble; Second by Lynn Carpenter **Motion passes unanimously**

8. Executive Director's Report

Brooke King

- a. Ms. King asked the TIS board if they were able to review the answers to their questions regarding the Data Sharing Agreement with Case Western Reserve.

Motion to Approve Data Sharing Agreement with Case Western Reserve University

TIS: Motion by Lee Trotter; Second by Lisa Lovato **5 in favor, 1 against, motion passes.**

Motion to Adjourn Board of Directors Meeting

LIS: Motion by Stacy Miller; Second by Jonathan Holody **Motion passes unanimously**

TIS: Motion by Mike Swearengen; Second by Lee Trotter **Motion passes unanimously**

NWIS: Motion by Molly Wimbiscus; Second by Sarah Trimble **Motion passes unanimously**

Meeting adjourned at 7:58 pm

Next Regular Board Meeting Scheduled
Tuesday, March 26, 2019 at 6:00pm at Lakeshore Intergenerational School

Minutes prepared by Sarah Wiersma, Director of Network Operations: _____

Signed by Mark Saffran Board Chair:



March 26, 2019

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of Near West Intergenerational School on **March 26, 2019** following resolutions was proposed and approved by the board:

WHEREAS the mission of Near West Intergeneration School is to connect, create, and guide a multigenerational community of lifelong learners and spirited citizens as they strive for academic excellence;

Consent Agenda

WHEREAS as a Public Charter School in the State of Ohio, the Board of Directors must

review and approve all Minutes, Contract Actions, any Out of State travel, Expenses over \$25,000, and transactions between Intergenerational Schools;

IT IS THEREFORE RESOLVED that Near West Intergenerational School Board has reviewed and approves the following:

a. February 2019 Minutes

b. Personnel Actions

I. New Letters of Hire (Replacement for Current Position)

- **Donna Brown**, Intervention Specialist, at a pro-rated salary of \$9951.91, for a full time, school year position. Start date of March 25, 2019. To be paid 100% From General Funds. This is a budgeted expense.

c. Human Resource Policy:

- I. School year/Full time insurance

d. HB 21 Verification of Residency Monthly Report for March

- I. Three (3) student addresses were verified. Two (2) by using voter registration and one (1) by directly contacting a family for an updated proof of residency.
- II. There are currently two (2) flags due to incorrect designation of resident district in EMIS. Resolution is ongoing and expected.

Education and Enrollment Action

IT IS THEREFORE RESOLVED the Near West Intergenerational School Board has reviewed and approves the following:

4b. Contract Actions

- **LV Consultants, LLC** for coaching, implementation of curriculum, and professional development sessions through June 30, 2019. Expense not to exceed \$5,000. This is a budgeted expense using General Fund, or other available funds.

- **Teach for America (TFA)** Agreement for the 2019-2020 school year. Contract does not require payment unless the School hires a TFA candidate. Upon hire of a TFA candidate, the School would pay the teacher's salary directly to the teacher and would pay an additional \$5,000 fee to TFA for training and development of the teacher.

4c. 2019-2020 School Calendar

Executive Committee Action

IT IS THEREFORE RESOLVED the Near West Intergenerational School Board has reviewed and approves the following:

- a. **Renewal of the Sponsorship Contract with Cleveland Metropolitan School District** for a period of five years beginning July 1, 2019 for sponsorship and technical assistance at a fee of 1.5% of the School's state foundation revenue.

WHEREAS: Both FIGS and IGS boards agree that in order to optimize our mutual and linked organizations (FIGS as a supporting organization of the three IG schools), we are working to realign staff reporting structure. It is our shared goal that these structural changes will allow for maximum fundraising, revenue generation, and operational excellence.


THEREFORE: An Ad Hoc Committee will be appointed to work with legal counsel to operationalize the new structure. This committee will consist of Sarah Trimble (Chair, IG Schools' Governance Advisory Group), Mark Charvat (Chair, Friends of IG Board), Erica Adlakha (JD and one of the original architects of structure), Mark Saffran (Chair, all three Intergenerational Schools), Brooke King (ED, IG Schools), and Terri Manns (AD, Friends of IG Schools).

The Board authorizes its Executive Director to begin necessary transition discussions immediately.

Finance Actions

IT IS ALSO THEREFORE RESOLVED that Near West Intergenerational School Board has reviewed and approves the following:

- a. **February Financials**
- b. **AirTemp Proposed Scope of Work**, for the replacement of two unit ventilator heaters at NWIS. Cost not to exceed \$21,500. To be paid 100% from General Fund and then reimbursed in full by Friends of the Intergenerational Schools as per the Support Agreement for facilities maintenance and repairs. The expense is budgeted in the 18-19 budget as a capital expense.



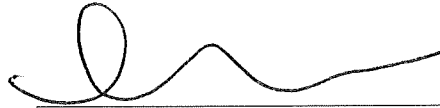
Mark Saffran, Board Chair



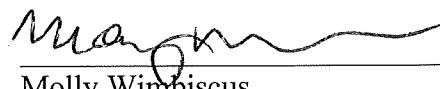
Lynn Carpenter



Mark Charvat



Sarah Trimble



Molly Wimbiscus



March 26, 2019

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of Lakeshore Intergenerational School on **March 26, 2019** following resolutions were proposed and approved by the board:

WHEREAS the mission of Lakeshore Intergeneration School is to connect, create, and guide a multigenerational community of lifelong learners and spirited citizens as they strive for academic excellence;

Consent Agenda

WHEREAS as a Public Charter School in the State of Ohio, the Board of Directors must review and approve all Minutes, Personnel Actions, Contract Actions, any Out of State travel, Expenses over \$25,000, and transactions between Intergenerational Schools;

IT IS THEREFORE RESOLVED that Lakeshore Intergenerational School Board has reviewed and approves the following:

- a. **February 27, 2019 Minutes**
- b. **Personnel Actions:**
 - **Leave of Absence Extension**
 - **Robin Bartley, Principal**, extending FMLA leave for up to an additional 3 weeks with a planned return date of April 8, 2019.
- c. **Human Resources Policy**
 - School year/Full time insurance
- d. **Comprehensive Plan for sponsor compliance**
 - In accordance with ORC Section 3314.03(B), the Governing Authority shall have on file with the Sponsor a comprehensive plan (the "Comprehensive Plan") that contains the following:
 - (1) the process by which the Governing Authority is to be selected
 - (2) the management and administration of the School;
 - (3) the instructional program and educational philosophy;
 - (4) the School's internal financial controls.
- e. **HB21 Verification of Residency Monthly Report for February**
 - Three student addresses were verified using voter registration. All three were validated.
 - There are currently three (3) flag disputes due to incorrect designation of resident district in EMIS. Data has been corrected and resolution is expected soon.

Education and Enrollment Action

IT IS THEREFORE RESOLVED the Lakeshore Intergenerational School Board has reviewed and approves the following:

4b. Contract Actions

- **LV Consultants, LLC** for coaching, implementation of curriculum, and professional development sessions through June 30, 2019. Expense not to exceed \$5,000. This is a budgeted expense using General Fund monies that have been reallocated from the waived ODE Sponsorship fees towards school improvement efforts), or other available funds.
- **Teach for America** Agreement for the 2019-2020 school year. Contract does not require payment unless the School hires a TFA candidate. Upon hire of a TFA candidate, the School would pay the teacher's salary directly to the teacher and would pay an additional \$5,000 fee to TFA for training and development of the teacher.

4c. 2019-2020 School Calendar

Executive Committee Action

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The Board authorizes its Executive Director to begin necessary transition discussions immediately.

Finance Actions

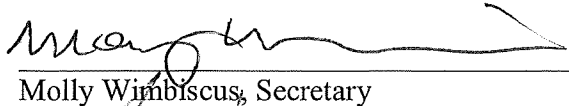
School Board has reviewed and approves the following as presentation:

- **February Financials**

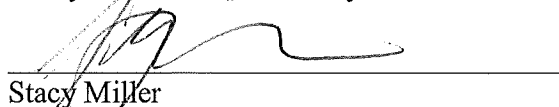


Mark Saffran, Board Chair

Erica Adlakha, Vice Chair



Molly Wimbiscus, Secretary



Stacy Miller



Mark Olson

Jonathan Holody



THE
**Intergenerational
SCHOOLS**
A COMMUNITY OF LIFELONG LEARNERS

March 26, 2019

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of The Intergenerational School on **March 26, 2019** following resolutions was proposed and approved by the board:

WHEREAS the mission of The Intergenerational School is to connect, create, and guide a multigenerational community of lifelong learners and spirited citizens as they strive for academic excellence;

Consent Agenda

WHEREAS as a Public Charter School in the State of Ohio, the Board of Directors must review and approve all Minutes, Contract Actions, any Out of State travel, Expenses over \$25,000, and transactions between Intergenerational Schools;

IT IS THEREFORE RESOLVED that The Intergenerational School Board has reviewed and approves the following:

- a. **February 27, 2019 Minutes**
- b. **Personnel Actions**
 - a. New Letters of Hire
 - a. **Joshua Foerst**, Applying Math Teacher, at a pro-rated salary of \$10,707.18, for a full-time, school year position. Start date of March 18, 2019. To be paid 100% from General Fund as a budgeted expense.
 - b. **Roschelle Ogbuji**, Long Term Substitute for vacant teaching position, Temporary, Full-Time for the remainder of the 18-19 SY. \$15/hr. to be paid 100% from General Fund, not to exceed \$5,500. Retroactively approve start date of March 21, 2019.
- c. **Human Resources Policy**
 - a. School year/Full time insurance
- d. **HB 21 Verification of Residency Monthly Report for February**
 - a. Three (3) student addresses were verified using voter registration. All three were validated.
 - b. There is currently one (1) flag dispute due to incorrect designation of resident district in EMIS. We are currently waiting on a new POR from the parent.

Education and Enrollment Action

IT IS THEREFORE RESOLVED The Intergenerational School Board has reviewed and approves the following:

4b. Contract Actions

- **LV Consultants, LLC** for coaching, implementation of curriculum, and professional development sessions through June 30, 2019. Expense not to exceed \$5,000, is budgeted, and will be paid from the General Fund, or other available funds.
- **Teach for America (TFA)** Agreement for the 2019-2020 school year. Contract does not require payment unless the School hires a TFA candidate. Upon hire of a TFA candidate, the School would pay the teacher's salary directly to the teacher and pay an additional \$5,000 fee to TFA for training and development of the teacher.

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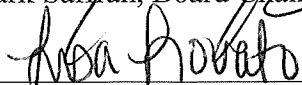
Finance Actions

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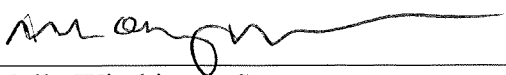
a. February Financial



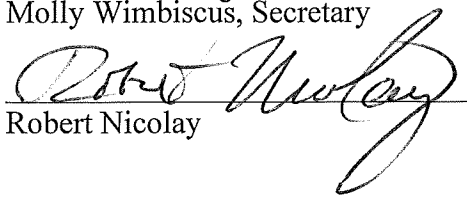
Mark Saffran, Board Chair



Lisa Lovato, Vice Chair

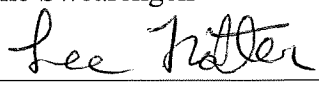


Molly Wimbiscus, Secretary



Robert Nicolay

Mike Swearengen



Lee Trotter

