

Intergenerational Schools**Board of Directors Regular Meeting**

Held Jointly with TIS, LIS & NWIS

Wednesday, September 26, 2018– 5:00 PM

The Intergenerational School



THE
Intergenerational
SCHOOLS
A COMMUNITY OF LIFELONG LEARNERS

Board Attendance:	NWIS	TIS	LIS
Mark Saffran	Present	Present	Present
Erika Adlakha			Absent
Lynn Carpenter	Absent		
Mark Charvat	Absent		
Jonathan Holody			Present
Lisa Lovato		Present	
Stacy Miller			Present
Bob Nicolay		Present	
Mark Olson			Present
Sarah Trimble	Present		
Lee Trotter		Present	
Mike Swearengen		Absent	
Molly Wimbiscus	Present	Present	Present
	3/5	5/6	5/6

Staff:	Organization
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Wiersma	Director of Network Operations, IGS
Matt Cox	Director of Operations, TIS
Telissa Teets	Assistant Principal, TIS
Shannise Jackson	Community Relations, TIS
Robin Bartley	Principal, LIS
Rachel Hanni	Director of Operations, LIS
April Maimone	Principal, NWIS
Shawn Hallowell	Assistant Principal, NWIS
Amy Cascio	Project Manager, IGS
Terri Manns	Advancement Director, Friends of IGS
Patricia Scott	Teacher, TIS
Guests:	Organization
Jeff Jaroscak	ESCLEW, TIS Sponsor
Matt Rado	CMSD, NWIS Sponsor
Doug Mangen	Mangen & Associates, Treasurer
Becky Scheiman	Nicola, Gudbranson, & Cooper LLC
Elizabeth Voudouris	Business Volunteers United

Meeting was officially called to order at 5:04 pm by Mark Saffran, Board Chair. ODE "Community School Governance Training" Video was played.

1. Sunshine Law Training**Becky Scheiman**

- a. Ms. King introduced Becky Scheiman an attorney for the firm Nicola, Gudbranson & Cooper. Ms. Scheiman was called in to train the IGS boards and staff on Sunshine Laws. After her introduction, Ms. Scheiman conducted the training. There were many questions asked by board members surrounding the Sunshine Laws.

2. Public Comment—No Comment**3. Partner Message****Jeff Jaroscak/Tom Rado/Lori Wood**

- a. Mr. Rado from CMSD reported that CMSD will be conducting a site visit at NWIS in October and will report out on the visit at the October board meeting. Mr. Rado briefly review the September Sponsorship Renewal visit. Overall the visit went well, however the outside agency that lead the visit has not yet released specifics on the evaluation. Once the results become available, he will send them to NWIS. Mr. Rado also reported that CMSD Sponsorship has been rated "Effective" by the Ohio Department of Education.

4. Consent Agenda (all requiring action)

- a. **August 28, 2018 Board Minutes**
- b. **August Financial Reports**
- c. **Policy Updates following changes in State Law**
 - i. **Attendance and Truancy**
 - ii. **Admission and Residency Verification**
- d. **Amendment to Bylaws regarding Advisory Groups**
- e. **Personnel Actions**
- f. **TIS only**
 - i. **Revised TIS Budget (enrollment 245, all staff included, SpEd adjustments), Sublease for 4th floor classrooms during water damage Feb-May (approx. \$11,000), New sublease for the 4th floor classrooms effective Oct. 1, ESCLEW Modification 2.**

Motion to approve all Consent Agenda items:

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

TIS: Motion by Molly Wimbiscus; Seconded by Lee Trotter **Motion passes unanimously**

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

5. Board Governance Training

Elizabeth Voudouris

- a. Ms. King introduced Elizabeth Voudouris from Business Volunteers Unlimited. Ms. Voudouris provided all three boards with training on proper board governance She answered board questions and provided information on proper board behavior and guidance.

6. Overview of State Report Card

Molly Toussant

- a. Ms. Toussant presented an overview of the State Report Card and how this correlates to the schools' report card. She briefly reviewed each school's letter grade and stated there will be more information shared with the board at October's meeting.

7. Strategic Plan

Brooke King

- a. Ms. King reviewed the Strategic Plan with the board and gave a brief explanation of the goals and tactical strategies. There was a brief discussion on the implementation of the plan.

Motion to approve the Strategic Plan as Presented

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

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

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

Motion to Adjourn Board of Directors Meeting

LIS: Motion by Mark Olson; Second by Jonathan Holody **Motion passes unanimously**

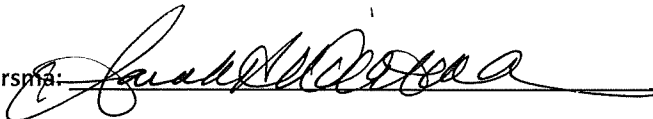
TIS: Motion by Bob Nicolay; Second by Lisa Lovato **Motion passes unanimously**

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

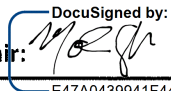
Meeting adjourned at 8:13 pm

Next Regular Board Meeting Scheduled
Wednesday, October 24, 2018 at 6:00pm at Near West Intergenerational School

Minutes prepared by Sarah Wiersma:



Signed by Mark Saffran, Board Chair:

DocuSigned by:


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Certificate Of Completion

Envelope Id: E334CB2C2A8E402D80B09AD165C06411	Status: Completed
Subject: September Minutes	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Sarah Wiersma
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	11327 Shaker Blvd.
	11327 Shaker Blvd.
	Cleveland, OH 44104
	swiersma@tisonline.org
	IP Address: 162.248.186.11

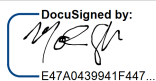
Record Tracking

Status: Original	Holder: Sarah Wiersma	Location: DocuSign
10/25/2018 7:18:12 AM	swiersma@tisonline.org	

Signer Events

Mark Saffran
msaffran@igschools.org
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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Signature Adoption: Drawn on Device
Using IP Address: 166.216.159.6
Signed using mobile

Timestamp

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Viewed: 10/25/2018 7:27:14 AM
Signed: 10/25/2018 7:27:52 AM

Electronic Record and Signature Disclosure:
Accepted: 10/25/2018 7:27:14 AM
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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

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Certified Delivered	Security Checked	10/25/2018 7:27:14 AM
Signing Complete	Security Checked	10/25/2018 7:27:52 AM
Completed	Security Checked	10/25/2018 7:27:52 AM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

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Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies
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September 26, 2018

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of Lakeshore Intergenerational School on **September 26, 2018** following resolutions was 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;

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 Lakeshore Intergenerational School Board has reviewed and approves the following:

- a. August 28, 2018 Minutes
- b. August Financials
- c. State Policy Updates
 - i. Attendance and Truancy
 - ii. Admission and Residency Verification (HB 21)
 - iii. Student Discipline and Dismissal (HB 87)
- d. Update Executive Committee Charge
- e. Amendment to Bylaws regarding Advisory Groups
- f. School Specific
 - i. Human Resources and Personnel Actions

Supplemental Letters of Hire for SY2018-19

Fall Intervention Tutoring effective October 1-5, 2018, at a rate of \$25/hr. To be paid from Title I funds (572) Not to exceed \$600 per teacher for the week- Non-Exempt

- Ryann Evert
- Anne Miano
- Laurianne Ponsart
- Parent Group Homework Club Tutoring for the 2018-2019 School Year at a rate of \$25/hr. To be paid from Title I funds (572). Not to exceed \$1000 for all teachers for the year. This tutoring occurs during monthly LIS parent group meetings to help facilitate and encourage greater parent participation in evening meetings. We ask to approve all staff since it is based on teacher availability the evening of the meetings.
 - Anne Miano


- Abbie King
- Kelly Cunningham
- Kelsey Witt
- Ryann Evert
- Arenda Evans
- Ellen Malone-Gibson
- Aran Casey
- Jaclyn Lindic
- Lauren Padurean
- Sara Omlor
- Lela Gascogine
- Gretchen Adu-Gyamfi
- Laurianne Ponsart
- Erika Ruedin
- Danielle Lasko
- Melissa Chmielewski
- Vaiva Neary
- Cassidy Roth
- Allison Hinkle
- Caryn Lasko
- Debra Wachter

Strategic Plan

WHEREAS Lakeshore Intergenerational School Boards along with partner boards embarked on a strategic planning process to further align the organizations' shared mission, vision, and core values, as well as a series of strategic goals and related strategies.

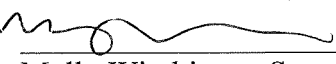
WHEREAS This process included input from a wide variety of stakeholders and has concluded with the presentation of the attached final document.

IT IS THEREFORE RESOLVED Lakeshore Intergenerational Board approves and adopts the STRATEGIC PLAN as presented.




 Mark Saffran, Board Chair


 Erica Adlakha, Vice Chair



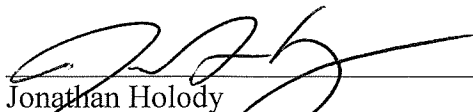
 Molly Wimbiscus, Secretary



 Stacy Miller



Mark Olson



Jonathan Holody



September 26, 2018

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of Near West Intergenerational School on **August 28, 2018** 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;

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. August 28, 2018 Minutes
- b. August Financial
- c. State Policy Updates
 - i. Attendance and Truancy
 - ii. Admission and Residency Verification
 - iii. Student Discipline and Dismissal (HB 87)
- d. Update Executive Committee Charge
- e. Amendment to the Bylaws regarding Advisory Groups
- f. Personnel Action
 - i. Supplementary Letters Of Hire for 18-19 SY
 - 1. *Kori Morris*, Parent Group Homework Help Teacher, to be paid \$25 per hour to assist in coordinating parent group meetings. Not to exceed \$200 for the total 18-19 SY. To be paid 100% from Title 1 funds.
 - 2. *Kori Morris*, Fall Intervention Teacher, to be paid \$25 per hour to conduct fall intervention October 2nd-4th, 2018. Not to exceed \$800 for the total intervention period. To be paid 100% from Title 1 funds.
 - 3. *Jordan Macey*, Fall Intervention Teacher, to be paid \$25 per hour to conduct fall intervention October 2nd-4th, 2018. Not to exceed \$800 for the total intervention period. To be paid 100% from Title 1 funds.
 - 4. *Constance "Connie" Morris*, Parent Group Homework Help Teacher, to be paid \$25 per hour to assist in coordinating parent

group meetings. Not to exceed \$200 for the total 18-19 SY. To be paid 100% from Title 1 funds.

iii. New Letters Of Hire for 18-19 SY

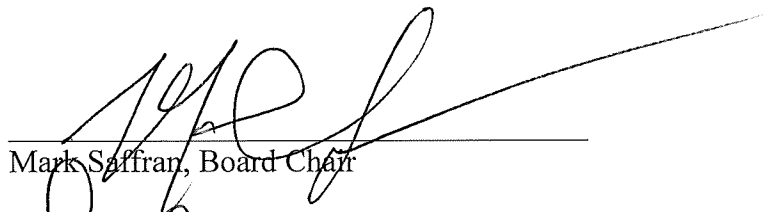
1. *Tiffani Carter*, Building Substitute, to be paid \$100 per day. Effective September 24, 2018 through June 30, 2019. To be paid 100% from General Funds

Strategic Plan


WHEREAS The Near West Intergenerational School Boards along with partner boards embarked on a strategic planning process to further align the organizations' shared mission, vision, and core values, as well as a series of strategic goals and related strategies.

WHEREAS This process included input from a wide variety of stakeholders and has concluded with the presentation of the attached final document.


IT IS THEREFORE RESOLVED The Near West Intergenerational Board approves and adopts the STRATEGIC PLAN as presented.



Mark Saffran, Board Chair



Sarah Trimble, Vice Chair



Molly Wimbiscus, Secretary

Lynn Carpenter

Mark Charvat



THE
Intergenerational
SCHOOLS
A COMMUNITY OF LIFELONG LEARNERS

September 26, 2018

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of The Intergenerational School on **September 26 2018** following resolutions was proposed and approved by the board:

WHEREAS the mission of The Intergeneration School is to connect, create, and guide a multigenerational community of lifelong learners and spirited citizens;

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:

- August 28, 2018 Minutes
- August Financial Reports
- State Policy Updates
 - Attendance and Truancy
 - Admission and Residency Verification (HB 21)
 - Student Discipline and Dismissal (HB 87)
- Update Executive Committee Charge
- Amendment to Bylaws regarding Advisory Groups
- School Specific
 - Revised TIS Budget
 - Sublease for 4th floor for the period of Feb 2018-May 2018
 - Authorization for Brooke King to sign an addendum to the TIS lease to occupy the fourth floor space and to sign over the first floor administrative suite to Boys and Girls Club.
 - ESCLEW Sponsor Contract Modification No. 2; Attachments 6.7 (Student Discipline and Dismissal Policy), Attachment 6.12 (Admissions Policy), Attachment 6.13 (Attendance Policy), and authorizing staff to complete and submit Attachment 11.6 school goals which will be presented in October.

Strategic Plan

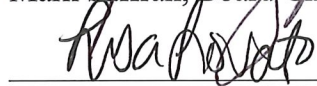
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IT IS THEREFORE RESOLVED The Intergenerational Board approves and adopts the STRATEGIC PLAN as presented.



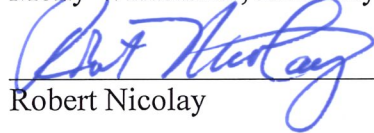
Mark Saffran, Board Chair



Lisa Lovato, Vice Chair

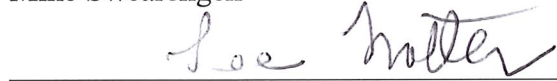


Molly Wimbiscus, Secretary



Robert Nicolay

Mike Swearengen



Lee Trotter