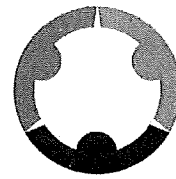


Intergenerational Schools
Board of Directors Regular Meeting
Held Jointly with TIS, LIS & NWIS
Tuesday, June 25, 2019
Lakeshore Intergenerational School



THE
Intergenerational
SCHOOLS
A COMMUNITY OF LIFELONG LEARNERS

Board Attendance:	NWIS	TIS	LIS
Mark Saffran	Present	Present	Present
Erika Adlakha		Present	
Lynn Carpenter	Present		Present
Mark Charvat	Present		
Jonathan Holody			Absent
Stacy Miller			Absent
Bob Nicolay		Absent	
Mark Olson			Present
Sarah Trimble	Present		
Lee Trotter		Present	
Molly Wimbiscus	Present	Present	Present
	5/5	4/5	4/6

Staff:	Organization
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Wiersma	Director of Network Operations, IGS
Rachel Hanni	Director of Operations, LIS
Robin Bartley	Principal, LIS
April Maimone	Principal, NWIS
Shawn Hallowell	Assistant Principal, NWIS
Guests:	Organization
Jeff Jaroscak	ESCLEW, TIS Sponsor
Matt Rado	CMSD, NWIS Sponsor
Maureen Businger	ODE, LIS Sponsor
Doug Mangen	Treasurer

Meeting was officially called to order at 6:07 pm by Mark Saffran, Board Chair.

1. Public Comment

- a. No public comment

2. Consent Agenda (all requiring action)

Saffran

- a. May 29, 2019 Board Minutes
- b. Contract Actions
 - i. TIS/NWIS/LIS—Preferred Meals
 - ii. TIS/NWIS/LIS—McDonnell & Associates
 - iii. TIS/NWIS/LIS—FIT Technology
 - iv. TIS/NWIS/LIS—Mangen & Associates
 - v. TIS/NWIS/LIS—O'Neill Insurance
 - vi. NWIS/LIS—Cleveland Hearing & Speech
 - vii. TIS—Tommie Fowler
 - viii. NWIS—Educational Alternatives
 - ix. LIS—O-Zone Cleaners
- c. 2019-2020 Family Handbook
- d. 2019-2020 Staff Handbook
- e. TIS/LIS--2019-2022 Agreement with the Cleveland Metropolitan School District
- f. Personnel Actions
- g. HB 21 Verification of Residency Monthly Report
- h. LIS—S. Hallowell authorized signer
- i. Designation of EMIS Coordinator.

Motion to approve Consent Agenda items:

LIS: Motion by Mark Olson; Seconded by Molly Wimbiscus **Motion passes unanimously**

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

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

3. School Leadership Reports

Bartley/Hanni

Ms. Bartley shared out her findings from the current AIR test and was proud to announce there was significant improvement but one. She stated that she is excited to see the state results when they are posted.

Ms. Hanni presented a brief Power Point Presentation on the construction that is taking place on Marcella Dr. She alerted the board that this construction will last all school year and have significant impact on the school. Arrival, dismissal, parking, and various other issues will need to be addressed before the beginning of the school year. Ms. Hanni outlined her plan on informing parents and mentors of the changes that will take place. Mr. Olson stated that he would reach out to the Councilman for assistance.

4. Partner Message

Jaroscak/Rado/Businger

- a. Dr. Jaroscak stated there was no monthly newsletter to the board. He conducted opening assurances and the school is on track. There will be a training on reading report card data on June 26.
- b. Mr. Rado briefly explained the changes in the Cleveland Partnership Agreement and how these are different than in past years. He also reported out that CMSD will be having a special meeting regarding upcoming building closures. CMSD is holding a mandatory meeting on July 19 for a board rep to attend.
 - i. There was discussion surrounding the residency requirement in the agreement.
- c. Ms. Businger reported that opening assurances will be taking place in July so that the school can open on time. ODE will be conducting training on Aug 6 and Aug 7.

5. Governance

Trimble

- a. New officers were presented by Ms. Trimble and voted upon for the 19/20 school year.

- i. TIS—Mark Saffran as Chair

Erica Adlakhia as Vice Chair

Molly Wimbiscus as Secretary

Motion to Approve Officers for the 19/20 School Year

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

- ii. NWIS---Mark Saffran as Chair

Sarah Trimble as Vice Chair

Molly Wimbiscus as Secretary

Motion to Approve Officers for the 19/20 School Year

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

- i. LIS---Mark Saffran as Chair

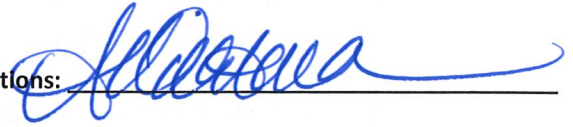
Lynn Carpenter as Vice Chair

Molly Wimbiscus as Secretary

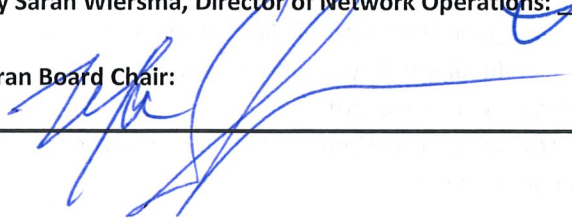
Motion to Approve Officers for the 19/20 School Year

Next Regular Board Meeting Scheduled
Wednesday, September 4, 2019
Near West Intergenerational School at 6pm.

Minutes prepared by Sarah Wiersma, Director of Network Operations:



Signed by Mark Saffran Board Chair:



LIS: Mark Olson; Seconded by Molly Wimbiscus Motion passed unanimously

6. Finance

Mangen/King

- a. Mr. Mangen presented May's financials which are projecting a smaller deficit than originally planned. The schools are in good shape with cash on hand moving forward but still need to focus on fundraising. Starting with the August financial reports, IGClE will be included and reported out at the board meetings
- b. Ms. King reported out on the changes in State funding. She explained that there is the potential for the schools to receive additional funding if they can meet certain metrics the state has outlined. She explained the metrics to the board
There was some discussion surrounding the performance of the schools and if there is a possibility to receive the additional funding.

Motion to approve May Financials:

LIS: Motion by Mark Olson; Seconded by Molly Wimbiscus Motion passes unanimously

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

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

7. Model Leadership Report

King/Toussant

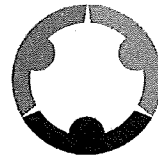
- a. Ms. King presented the Strategic Plan priorities for the 19/20 school year and discussed how the OKRs (Objectives & Key Results) are now done on shorter cycles so they are more easily attainable.
- b. Ms. Toussant reviewed the 17/18 report card and how the 18/19 report card may look different based on the preliminary AIR test scores. She discussed how behaviors in the classroom can greatly affect scores. She also reported out the OKRs for the educators and how the educators have analyzed the data from last year to create OKRs for the upcoming school year.
There was discussion around racial bias in the classroom and how that is being addressed. Ms. Toussant explained that all teachers will be undergoing training regarding this subject. There will also be questions around mentor training and feedback. Ms. Toussant and Ms. King are currently working with the Community Relations staff to ensure that mentors are trained and they are creating consistent surveys and reports so feedback can be analyzed
Ms. King presented the IGClE budget to the board. She explained her plan as CEO moving forward and her goals for raising funds. This budget and plan will be presented to the IGClE board on June 28.
There was much discussion surrounding the target goals and the staffing it will take to reach these goals.

8. Executive Session

Roll call vote to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official

Roll Call: Molly Wimbiscus, Lynn Carpenter, Erica Adlakha, Lee Trotter, Mark Olson, Mark Charvat, Sarah Trimble, Jonathan Holody

Meeting adjourned at 8:52 pm



THE
Intergenerational
SCHOOLS
A COMMUNITY OF LIFELONG LEARNERS

September 4, 2019

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of The Intergenerational School on **September 4, 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;

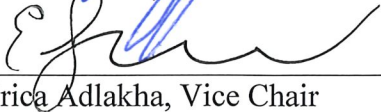
IT IS THEREFORE RESOLVED that The Intergenerational School Board has reviewed and approves the following:

- a. **June 25, 2019 Minutes**
- b. **June 2019 Financials**
- c. **July 2019 Financials**
- d. **Douglas J. Mangen, Treasurer Bond of \$25,000**
- e. **Personnel Actions**
 - **New Contracts and Letters of Hire for 19-20 SY**
All are budgeted expenses to be paid 100% from General Funds unless otherwise specified. All benefits applied per Board policy.
 - a. Angela de Leon, **Teacher**, at a salary of \$38,000
 - b. Breanna Hodges, **Teacher**, at a salary of \$38,000
 - c. Megan Keatley, **Teacher**, at a salary of \$38,000
 - d. Da'Twane Harris, **PE Teacher**, at a salary of \$31,062.50 (starting salary of \$38,000, but reduced by \$2,500 for improper license. Then pro-rated to \$31,062.50, as he will work 7 out of 8 hrs./day).
 - e. Marialana Montefiori, **Intervention Specialist**, at a salary of \$38,000
 - Current license is PreK-3. Awaiting IS Licensure from ODE.
 - f. Sarah Duplaga, **Educational Aide**, at an hourly rate of \$15/hr., not to exceed \$7,800. To be paid 100% out of Title I fund.
 - g. Sarah Duplaga, **Building Substitute**, at a daily rate of \$100.
 - h. Constance Sylvester, **Educational Aide**, at an hourly rate of \$15.91/hr., not to exceed \$13,500. To be paid 100% out of Title I fund.

- i. Constance Sylvester, **Building Substitute**, at a daily rate of \$100.
 - j. Earl Ingram, **Building Substitute**, at a daily rate of \$100.
 - k. Valerie Salcedo, **Educational Aide/PE Aide**, at an hourly rate of \$15/hr. To be paid 50% from Title I fund (for Ed. Aide hours) and 50% from General Fund (for PE Aide hours), not to exceed \$10,020 from each fund.
 - l. Angela Hulett, **Educational Aide**, at an hourly rate of \$15/hr., not to exceed \$20,040. To be paid 100% out of Title I fund.
- **Supplemental Contracts for 19-20 SY**
All contracts are paid 100% from Title II-A funds and are budgeted expenses.
 - a. Elizabeth Morris, **Primary Mentor Teacher**, at an annual stipend of \$750.
 - b. Telissa Teets, **Refining Mentor Teacher**, at an annual stipend of \$750.
 - c. Noel Novak, **Primary Mentor Teacher**, at an annual stipend of \$750.
 - d. Carly Overly, **Applying Mentor Teacher**, at an annual stipend of \$750.
 - e. Lauren Funk, **Primary Mentor Teacher**, at an annual stipend of \$750.
- **Corrected Letters of Hire for 19-20 SY**
 - a. Matthew Cox, **Director of Operations and Network Facilities**, at a salary of \$65,920. To be paid \$59,987 from General Fund and \$5,933 from Food Service Fund. Corrected from June 25, 2019 Board Meeting.
 - b. Allison Lowery, **Art Teacher**, at a salary of \$40,640. To be paid 100% out of General Fund. Corrected from May 29, 2019 Board Meeting.
 - c. Curtis Crook, **Teacher**, at a salary of \$36,565. To be paid 80% out of General Fund and 20% out of Title I Fund. Corrected from the May 29, 2019 Board Meeting.
 - d. Joshua Foerst, **Teacher**, at a salary of \$35,500. Reduced by \$2,500 for improper license. To be paid 100% out of General Fund. Corrected from the May 29, 2019 Board Meeting.
- f. **Contract Actions**
 - **E-Rate Central**, for the assistance and expertise in managing the schools' 19-20 e-rate federal dollar allotment for certain communication technologies. To be paid 100% from General Fund in 19-20 SY. To be split 3 ways with each of the IG Schools. TIS portion not to exceed \$1667. Budgeted expense
 - **Collective Reach LLC**, for marketing consulting including creation of brand platform and guide, and collateral material templates. To be paid 100% from General Fund in 19-20 SY, not to exceed \$1,200. Budgeted expense.
- g. **Policy Renewal**
 - Ohio Department of Education Special Education Model Policies and Procedures
 - Title I Parents and Families Right to Know
- h. **HB 21 Verification of Residency Monthly Report for May**
 - Three (3) student addresses were verified using voter registration. All three were validated.
 - There are currently zero (0) flag dispute due to incorrect designation of resident district in EMIS.
- i. **Acknowledgement of Teacher Retention Data**

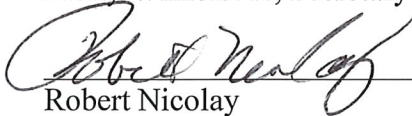


Mark Saffran, Board Chair

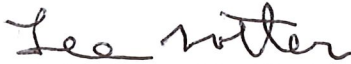


Erica Adlakha, Vice Chair

Molly Wimbiscus, Secretary



Robert Nicolay



Lee Trotter



Near West

INTERGENERATIONAL SCHOOL

September 4, 2019

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of Near West Intergenerational School on **September 4, 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. June 25, 2019 Minutes**
- b. June 2019 Financials**
- c. July 2019 Financials**
- d. Douglas J. Mangen, Treasurer Bond of \$25,000**
- e. Personnel Actions**

All are budgeted expenses to be paid 100% from General Funds unless otherwise specified. All benefits applied per Board policy.

Corrected Letters of Hire for 19-20 SY

- **Carol Nesper**, Art Teacher, at a salary of \$46,028.11 for the 19-20 school year. To be paid 100% from General Funds in the 19-20 school year Budgeted position. Correction from June board meeting.

Letters of Resignation for 19-20 SY

- **Tiffani "Tish" Carter**, Assistant Teacher. Ms. Carter has accepted a different position with NWIS for the 19-20 SY.
- **Zachary Valletta**, Primary Cluster Teacher. Mr. Valletta has accepted a teaching position in Taiwan and will move overseas during the 19-20 SY.

New Letter of Hire for the 19-20 School Year

- **Brian Sposit**, Primary Cluster Teacher, at a salary of \$38,000 for the 19-20 school year. To be paid 100% from General Fund in the 19-20 school year. Budgeted position.

- **Elizabeth McAllister**, 2-3 Teacher, at a salary of \$38,000 for the 19-20 school year. To be paid 100% from General Fund in the 19-20 school year.
- **Tiffani “Tish” Carter**, Refining Stage Teacher, at a salary of \$41,814 for the 19-20 school year. To be paid 100% from General Fund in the 19-20 school year. Budgeted position.

f. Contract Actions

- **E-Rate Central**, for the assistance and expertise in managing the schools’ 19-20 e-rate federal dollar allotment for certain communication technologies. To be paid 100% from General Fund in 19-20 SY. To be split 3 ways with each of the IG Schools. NWIS portion not to exceed \$1667. Budgeted expense
- **Collective Reach LLC**, for marketing consulting including creation of brand platform and guide, and collateral material templates. To be paid 100% from General Fund in 19-20 SY, not to exceed \$1,200. Budgeted expense.

g. Policy Renewal

- Ohio Department of Education Special Education Model Policies and Procedures
- Title I Parents and Families Right to Know

h. HB 21 Verification of Residency Monthly Report for August

- Three (3) student addresses were verified using voter registration. All three were validated.
- There are currently zero 0 flags due to incorrect designation of resident district in EMIS.


i. Acknowledgement of Teacher Retention Data

j. Out of State Travel Approval

Molly Mizisin, Community Relations and Enrollment Coordinator, to attend the PBS Ideastream “Molly in Denali” program in Boston, MA on the 18th and 19th of September 2019. Ms. Mizisin will learn and bring back this educational program to incorporate into the NWIS curriculum. All expenses paid for by PBS with no charges back to the school.


Mark Saffran, Board Chair


Lynn Carpenter


Mark Charvat

Sarah Trimble

Molly Wimbiscus



September 4, 2019

BOARD RESOLUTIONS

At the Regular Meeting of the Board of Directors of Lakeshore Intergenerational School on **September 4, 2019** following resolutions were proposed and approved by the board:

WHEREAS the mission of Lakeshore 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, Personnel Actions, Contract Actions, any Out of State travel, Expenses over \$25,000, and transactions between Intergenerational Schools;

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

- a. June 25, 2019 Minutes**
- b. June 2019 Financials**
- c. July 2019 Financials**
- d. Douglas J. Mangen, Treasurer Bond of \$25,000**
- e. Personnel Actions**

All are budgeted expenses to be paid 100% from General Funds unless otherwise specified. All benefits applied per Board policy.

Contracts/Letters of Hire for 19-20 SY- BUDGETED

- **La'Kesha Still**, Day Porter, at an hourly rate of \$14.50/hr for the 19-20 school year. To be paid 100% from General Funds in the 19-20 school year Budgeted position. Not to exceed \$25,000.

Contracts/Letters of Hire for 19-20 SY- UNBUDGETED

- **Cache' Bennett**, Paraprofessional, at a salary of \$25,000 for the 19-20 school year. To be paid from General Funds, IDEA-B, or other monies to be obtained in the 19-20 school year. Non-budgeted position, the school has additional special education needs and anticipate additional special education funding to follow. This hire is necessary for Individual Education Plan (IEP) compliance.

Supplemental Letters of Hire for 19-20 School Year

Cluster Directors

- Gretchen Adu-Gyamfi, **Primary**, 100% Title II, Stipend \$1,500
- Erika Ruedin, **Primary**, 100% Title II, Stipend \$1,500
- Ellen Malone-Gibson, **Developing**, 100% Title II, Stipend \$750
- Sarah Omlor, **Developing**, 100% Title II, Stipend \$750
- Jaclyn Lindic, **Refining**, 100% Title II, \$750
- Ryann Evert, **Refining/Applying**, 100% Title II, \$750

School-Wide Deep Cleaning

- La’Kesha Still, 100% General Fund, \$1000

Amended Letter of Hire from 18-19 School Year

- Robin Bartley, Principal, to be paid out for 6 days of un-used vacation, per Board policy, due to resignation from LIS. Total amount not to exceed \$2193.46. To be paid 100% from General Fund. This is not a budgeted expense.

f. Contract Actions

- **E-Rate Central**, for the assistance and expertise in managing the schools’ 19-20 e-rate federal dollar allotment for certain communication technologies. To be paid 100% from General Fund in 19-20 SY. To be split 3 ways with each of the IG Schools. LIS portion not to exceed \$1667. Budgeted expense
- **Collective Reach LLC**, for marketing consulting including creation of brand platform and guide, and collateral material templates. To be paid 100% from General Fund in 19-20 SY, not to exceed \$1,200. Budgeted expense.


g. Policy Renewal


- Ohio Department of Education Special Education Model Policies and Procedures
- Title I Parents and Families Right to Know

h. HB21 Verification of Residency Monthly Report for April

- Three student addresses were verified using voter registration. All three were validated.
- There are currently no flag disputes due to incorrect designation of resident district in EMIS.

i. Acknowledgment of Teacher Retention Data


Mark Saffran, Board Chair


Lynn Carpenter, Vice Chair


Molly Wimbiscus, Secretary


Stacy Miller


Mark Olson


Jonathan Holody