

**Intergenerational Schools**  
**Board of Directors Regular Meeting**  
 Held Jointly with TIS, LIS & NWIS  
 Wednesday, February 26, 2020  
 Near West Intergenerational School



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

<b>Board Attendance:</b>	<b>TIS</b>	<b>NWIS</b>	<b>LIS</b>
Mark Saffran	Present	Present	Present
Sarah Trimble	Present	Present	Present
Erika Adlakha	Present	Present	Present
Lynn Carpenter	Present	Present	Present
Tiffany Brazelton	Absent	Absent	Absent
Stacy Miller	Present	Present	Present
Bob Nicolay	Absent	Absent	Absent
Mark Olson	Present	Present	Present
Mark Charvat		Absent	
Jonathan Holody			Absent
Lee Trotter	Present		
Molly Wimbiscus		Present	

<b>Staff:</b>	<b>Organization</b>
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Alonso	Director of Network Operations, IGS
Andres Perez Charneco	Director of Operations, LIS
April Maimone	Principal, NWIS
<b>Guests:</b>	<b>Organization</b>
Dr. Jeff Jaroscak	ESCLEW, TIS Sponsor
Matt Rado	CMSD, NWIS Sponsor
Nick D'Amico	CMSD
Maureen Businger	ODE, LIS Sponsor
Doug Mangen	Treasurer
Nicole Collins	Advancement Director, IGClc

Meeting was officially called to order at 6:03pm by Mark Saffran, Board Chair.

**1. Public Comment**

- a. No Public Comment

**2. Consent Agenda (all requiring action)**

- a. **November 19, 2019 Board Minutes**
- b. **TIS ONLY—Health and Safety Review**
- i. **Concussion and Return to Play**
  - ii. **Use of Medication**
  - iii. **Health Examination and Immunizations**
  - iv. **Care of Students with Diabetes**
  - v. **Peanut and Other Allergies**
  - vi. **Use of Tobacco on School Grounds**
- c. **TIS ONLY—MOU with the National Teachers College**
- d. **NWIS & LIS Only—Personnel Action**
- e. **Health, Dental, Vision Insurance: Employee Contribution Percentage**
- f. **TIS/NWIS/LIS Contract Action—Cathy Whitehouse, NEONet, DocuSign Inc.**
- g. **NWIS & TIS ONLY—Out of State Travel**
- h. **HB21 Verification**
- i. **Declaration on Summer Breakfast and Lunch Program**
- j. **LIS ONLY—CMSD Sponsorship Application**

**Mark Saffran**

**Motion to approve Consent Agenda items:**

**LIS:** Motion by Stacy Miller; Seconded by Lynn Carpenter **Motion passes unanimously**

**TIS:** Motion by Lee Trotter; Seconded by Mark Olson **Motion passes unanimously**

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

There were some questions surrounding the out of state travel and the type of insurance that we carry in these types of instances. Ms. King explained that we carry liability insurance that covers out of state travel of our students and staff.

**3. Education and Enrollment**

**Molly Toussant**

- a. Nick D'Amico, CMSD Executive Director of School Performance presented a power point on Value Add. He explained to the board what it is, how it is measured, and how this can be used to help students. After his presentation he answered numerous questions from the board.
- b. Ms. Miller presented a proposal to increase reading achievement by buying guided reading level boxes for each of the schools. These boxes would enable the teachers to personalize small group instruction and individualize core group instruction.

**Motion to approve proposal to increase reading achievement**

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

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

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

- c. Ms. Toussant presented a power point presentation on the racial and ethnic balance in the schools. This presentation showed the demographics in the neighborhood surrounding our schools as well as the economic status of its residents.

**Motion to confirm the presentation and discussion of the Racial & Ethnic Balance in the Intergenerational Schools.**

**LIS:** Motion by Mark Olson Seconded by Lynn Carpenter **Motion passes unanimously**

**TIS:** Motion by Mark Olson; Seconded by Lynn Carpenter **Motion passes unanimously**

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

- d. Ms. Toussant reviewed the results from the parent survey that was conducted in November. The results of the survey are posted in the board survey.

**4. Finance**

**Doug Mangen/Brooke King**

- a. Mr. Mangen reviewed the January report. The schools are doing great as a network and have all received the Auditor of State Award. Mr. Mangen then discussed how each school was doing financially.

**Motion to approve November, December, and January Financials**

**LIS:** Motion by Lynn Carpenter; Seconded by Stacy Miller **Motion passes unanimously**

**TIS:** Motion by Lee Trotter; Seconded by Mark Olson **Motion passes unanimously**

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

## 5. Governance

Sarah Trimble

- a. Ms. Trimble reminded the board that Mark Saffran will be stepping down as board chair at the end of the February meeting. He will continue to stay on the school boards until June 30, 2020. Ms. King then announced that Ms. Trimble will be taking over as board chair for all three schools going forward. Mr. Olson then brought the nomination to a vote.

### **Motion to approve the resignation of Mark Saffran as Board Chair and nomination of Sarah Trimble as the new School Board Chair**

**LIS:** Motion by Stacy Miller; Seconded by Lynn Carpenter **Motion passes unanimously**

**TIS:** Motion by Erica Adlakha; Seconded by Lee Trotter **Motion passes unanimously**

**NWIS:** Motion by Erica Adlakha; Seconded by Lynn Carpenter **Motion passes unanimously**

- b. Ms. Trimble reviewed the equity and inclusion proposal for the board and informed them that the Equius Group LLC will be conducting the training. This training will four, one hour sessions starting at the April board meeting.

### **Motion to approve the Equius Group LLC proposal**

**LIS:** Motion by Lynn Carpenter; Seconded by Stacy Miller **Motion passes unanimously**

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

**NWIS:** Motion by Molly Wimbiscus; Seconded by Lynn Carpenter **Motion passes unanimously**

## 6. Executive Session

- a. Roll call vote (7:18 pm) to enter into Executive Session to discuss TIS lease
- b. The appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.

**Roll Call:** Lynn Carpenter, Sarah Trimble, Mark Olson, Stacy Miller, Molly Wimbiscus, Mark Charvat, Lee Trotter, Erica Adlakha

## 7. Partner Message

Jaroscak/Rado/Businger

- a. Ms. Businger (ODE) reported that she recently did Lakeshore's Special Education file audit and there were a few minor items that need to be corrected but overall the files were great. There were multiple goals. Lakeshore has an FTE audit and she feels extremely confident that the school will do well.
- b. Mr. Rado (CMSD) reported that CMSD has sent us their contract modifications which align with the Cleveland Partnership agreement and changes in State laws.
- c. Dr. Jaroscak (ESCLEW) would like the board to review the January 2020 Sponsor Update, specifically the following:
  - A review of ESCLEWs Academic Services
  - Guidance regarding recent changes to Ohio's requirements for reporting in-school suspensions for Special Education students and instruction for conducting manifestation determinations

All board members should have received an email regarding the monthly conference call that takes place between your treasurer and ESCLEWs Financial Oversight Specialist. Questions concerning the report of that call can be addressed to your school's treasurer.

A site visit was conducted at TIS on 1-24-20. Items reviewed at that visit included:

- A discussion of the school climate and culture
- A review of the school's progress towards its Performance Framework Goals
- Teacher observations

Dr. Jaroscak reviewed the February Sponsor Update. Specifically highlight the following:

- Information about the One Needs Assessment and the requirements for completing it
- Notice regarding the delay of Special Education school profiles
- Various opportunities for professional development

The board should have received an email regarding the monthly conference call that takes place between your treasurer and ESCLEWs Financial Oversight Specialist. Questions concerning the report of that call can be addressed to your school's treasurer. A site visit was conducted at the school on February 20. The following items were reviewed:

- Attendance procedures to verify compliance with HB 410
- A review of Reading Improvement Plans to confirm compliance with ODE guidelines
- Teacher interviews (results contained in Site Visit Report)

**Meeting adjourned at 8:46 pm**

Next Regular Board Meeting Scheduled  
**Tuesday, April 28, 2020**  
**The Intergenerational School at 6pm.**

Minutes prepared by Sarah Alonso, Director of Network Operations:

DocuSigned by:  
*Sarah Alonso*  
8AE0818981D94D9...

Signed by Erica Adlakha, Secretary:

DocuSigned by:  
*Erica Adlakha*  
E6ABCB A6B5A64E3...

## Certificate Of Completion

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Subject: February Minutes	
Source Envelope:	
Document Pages: 4	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Sarah Alonso
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	500 S Front St Suite 1100
	500 S Front St Suite 1100
	Columbus, OH 43215
	salonso@igschools.org
	IP Address: 162.248.185.11

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 erica.adllakha@gmail.com  
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 Director of Network Operations  
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/29/2020 9:51:25 AM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Certified Delivered	Security Checked	4/29/2020 9:59:56 AM
Signing Complete	Security Checked	4/29/2020 10:00:05 AM
Completed	Security Checked	4/29/2020 10:00:05 AM

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Screen Resolution:	800 x 600 minimum

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