

**Intergenerational Schools**  
**Board of Directors Regular Meeting**  
Held Jointly with TIS, LIS & NWIS  
Wednesday, September 4, 2019  
Near West 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			Present
Stacy Miller			Absent
Bob Nicolay		Present	
Mark Olson			Present
Sarah Trimble	Absent		
Lee Trotter		Present	
Molly Wimbiscus	Absent	Absent	Absent
	3/5	4/5	4/6

Staff:	Organization
Brooke King	Executive Director, IGS
Molly Toussant	Director of Education, IGS
Sarah Wiersma	Director of Network Operations, IGS
Andres Perez-Charneco	Director of Operations, NWIS
April Maimone	Principal, NWIS
Nancy Szilagyi	Assistant Principal, NWIS
Shawn Hallowell	Assistant Principal, NWIS
<b>Guests:</b>	<b>Organization</b>
Jeff Jaroscak	ESCLEW, TIS Sponsor
Matt Rado	CMSD, NWIS Sponsor
Maureen Businger	ODE, LIS Sponsor
Doug Mangen	Treasurer
Nicole Collins	Advancement Director, IGClE
Elizabeth Voudouris	Business Volunteers Unlimited

Meeting was officially called to order at 6:00 pm by Mark Saffran, Board Chair.

**1. Public Comment**

- a. No public comment

**2. Partner Message**

**Jaroscak/Rado/Businger**

- a. Ms. Businger passed out a book to the board on school governance. She explained that she will review various topics in the book during her partner message each month. She also stated that Fall Assurances are coming up and will work with the school on setting a date.
- b. Matt Rado passed out the monthly CMSD newsletter. He briefly updated the board on the district's strategic plan. Mr. Rado also let the board know that Fall Assurances are coming up and an email will go out regarding the day it will be held.
- c. Dr. Jaroscak stated that the September site visit will be scheduled soon and reviewed what he will be looking for. He announced that ESCLEW will have a statewide meeting in Parma on Oct. 5<sup>th</sup> that all board members are welcome to attend.

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

**Saffran**

- a. June 25, 2019 Board Minutes
- b. June 18-19 Financial Unaudited Draft
- c. 19-20 July Financials
- d. Approval of Treasurer Bond
- e. Personnel Actions
- f. Contract Actions
  - i. E-Rate Central
  - ii. Collective Reach
- g. Policy Renewal
  - i. Renewal of Special Education Model Policies and Procedure
  - ii. Title I Parents & Families Right to Know
- h. HB 21 Verification of Residency Monthly Report

- i. Acknowledgment of Teacher Retention
- j. NWIS—Out of State Travel

**Motion to approve Consent Agenda items:**

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

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

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

**4. Governance**

**King**

- a. Ms. King reviewed the Conflict of Interest Disclosure for Mr. Saffran, the Board's Chair. Mr. Saffran has recently taken on a position at a company owned by the schools' treasurer's daughter and is working in conjunction with the schools' attorney on a separate nonprofit venture. Sponsors were asked to provide advice on the disclosure. ODE's Office of Sponsorship advised that Mr. Saffran should not vote on any matters regarding the Mangen contract.

**5. Business Volunteers Unlimited Presentation**

**Elizabeth Voudouris**

- a. Ms. Voudouris has worked with the board over the summer months conducting surveys, and in person interviews on board relations. She reviewed the findings with the board and made several recommendations and provided resources pertaining to board roles and training, the Advisory Groups, and board meeting planning. (Handouts were distributed.)

**6. 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:** Lynn Carpenter, Erica Adlakha, Bob Nicolay, Lee Trotter, Mark Olson, Mark Charvat, Jonathan Holody, Mark Saffran

**Executive session: 7:45pm-7:50pm**

**7. Other Business**

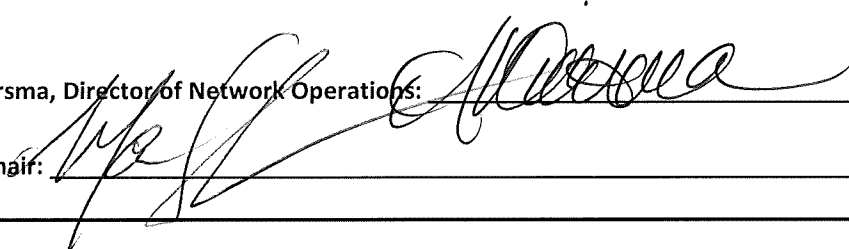
- a. The Executive Committee discussed the schools' agreement for legal services with the firm Nicola, Gudbranson, Cooper LLC. Through discussion by the board members it was decided that an AdHoc committee be formed to review and prepare a discussion for the full boards at the next meeting on September 25.

**Meeting adjourned at 8:20 pm**

Next Regular Board Meeting Scheduled  
**Wednesday, September 25, 2019**  
The Intergenerational School at 5pm.

Minutes prepared by Sarah Wiersma, Director of Network Operations:

Signed by Mark Saffran Board Chair:



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