

The Mission of the Grand Rapids Child Discovery Center is to continuously expand the potential of children, the experiences of educators and the involvement of parents within a diverse community of Grand Rapids, The Vision of the Grand Rapids Child Discovery Center is to base all decisions on the principles of Reggio Emilia incorporating current research on learning as well as developmentally appropriate practice.

Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, April 10th, 2023

Posting Address: 409 Lafayette Ave SE, Grand Rapids, MI 49503

Location: Grand Rapids Child Discovery Center

Publication: <http://grcdc.org/>

Agenda	Perso n	Tim e	Purpos e
Opening			
1. Call to Order	Abby	6:08	Action
2. Roll Call .1 Present: AS, AJ, PS, TL, ST, AG, KD, AF, Lisa Nuyens executive director. .2 Absent: none .3 Guests: 14 parents	Abby		Action
3. Approval of Agenda 1st- AF 2nd- KD All- aye	Abby		Action
4. Approval of Minutes 1st- ST 2nd- AJ All- aye	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) Parent 1: Dana 1st and 3rd grade parent. Commented about trust in GRCDC for 4 years. Has not been let down so far - happy with teacher and COVID response. Worried about who children will get next year due to complaints about one of the 4th grade teachers next year. Parent 2: Beth parent 3rd grade student. Commented about her worry about 3 parents removing their kids from the school. Upset did not hear about the investigation from the school, and requested more transparency.		6:09	Comm ent
Reports from the Board			
6. President's Report Draft in for the reauthorization, got a few requests for extra documents and resubmitted. Waiting on confirmation from GRPS about when they will vote on authorization. June 30th is when new board term starts.	Abby	6:15	Report

7.	Executive Committee Report - nothing new.	Anissa		Report
8.	Finance Committee Report	Kevin		
9.	Secretary's Report - Travis did a facebook introduction and invite this month. Amber will do the introduction and board invite for May.	Amelia		
10.	Ad Hoc Committee Reports .1 Marketing/Advertising- Travis - Stephen has made good progress on some structure of the new website - plan to meet this Friday. Abby - anything on Website now? Stephen - starting to add some things, will share when it looks better to non-tech people. Lisa asked about when they would need help from Rachel? - not until summer. .2 Strategic Planning Committee- Phil is taking over as a leader of this committee from Amber. Updating and revising our strategic plan. Put out RFP to find a strategic planning expert to help with this. Did not get any local responses. Found a diverse candidate from DC area with partner in Wisconsin whom we hired. Lots of experience with elementary school strategic planning. Have met with them virtually several times. They will come visit the school in the future. Will begin work in May 2023 - 9 month engagement. Dawn Valentine (Variable Scoop LLC) .3 Reauthorization- We are authorized by GRPS, we have to reauthorize every 3 years. Relationship has been strong. Hoping to continue authorizing with them. We submitted the packet, next step is for GRPS board to vote on reauthorization - hopefully in May meeting. .4 Evaluation/Leadership- Amelia - Philip hoping to do the Advance training on April 18th. Domain 4 factors/characteristics sent. No questions from board members on these. .5 Policy- Travis - should we buy the "full" policy book? - Decision to wait until after the spring update. Revisit in June? .6 Board Liaison- A Team (Travis), Facilities (Kevin) -nothing to report.	All	6:21	Report
Reports to the Board				
11.	Executive Director's Report Current Significant Updates or Issues <input type="checkbox"/> GRCDC's Intent to Return form for the 2023-2024 school year is out, so staffing planning has begun. Just asking teachers/staff to let us know if they are returning next	Lisa	6:29	Report

year. Non binding but gives us an idea of if/where we need to hire.

- Amber - Did teachers who left have coaching from Opportunity thrive?
No due to not realizing they needed it. 3 teachers are receiving that now. Maybe find a non-judgemental way to offer opportunity thrive coaching to everybody?
- Sarah and Lisa are partnering on design for a summer academic support program for students (funded with ESSER III) - will be different than last year when we partnered with Discovery Care. 3 teachers will lead it. First available to kids who are tier III in both reading and math, then kids tier III in one or the other.
- Special Education Instructional Aide started before break and started very strong.
- Had a Data day today for teachers - looking at how kids are doing based on data from assessment. Went over student plans/interventions for those needing extra help.
- Budget planning for FY24 is in its beginning stages- prioritizing sustainability post-ESSER funds. ESSER funds must be spent by December 2024. Did meet a few times to work on wrapping up 2023 budget and start 2024 budget.
- The new back doors have finally been installed (by Discovery Care). They are new and rust free and safe!
- Ms. Danielle has been out quite a bit this year, with both bereavement and several subsequent medical leave/surgeries, we are exploring options to provide compensatory time for children who receive special education academic services from Ms. Danielle. There will be a cost to this (for the school), but not yet determined what the cost will be. There is a big shortage of special education teachers. Working with Kent ISD on this.

Evaluation Highlights

The School ADvance System has 5 Domains for evaluating Superintendents/Central Office Staff. In an effort to ensure that Board members have the opportunity to ask questions, review artifacts, or discuss School ADvance domains prior to June, the

Leadership Evaluation committee has asked me to feature a Domain each month leading up to final evaluation. The formative rubric can sometimes help to see the full details of a Domain. [See here](#)

<u>Domain 4 - Processes</u>	
A. Community Building	
1.	Board Relations
2.	Leadership Team Relations
3.	Internal and External Stakeholder Relations
4.	Communications and Media Relations
B. Evidence Based Improvement	
1.	Collaborative Inquiry
2.	Systematic use of Multiple Data Sources
3.	Data Systems
4.	Aligned Improvement, Monitoring, and Reporting

Part A of domain 4 more tailored to a true superintendent of a larger school district so not all of these apply to Lisa's specific job as a leader of one building.

Political changes might change some of the evaluation rules. No changes yet passed.

3rd grade reading law has changed - no longer HAVE to retain students who do not meet a certain percentage of the MSTEP. We are unsure if that will apply to this year. This has not really been an issue for our school - have not had to retain anyone. Conversation in government now around equitable funding for charter schools.

2. Update on Strategic Plan Implementation

Curriculum:

Today marked our data planning day for the 3rd cycle of interventions for reading, math and SEL. Went smoothly. This has been a critical addition to our school calendar, to ensure that teachers and interventionists get dedicated time together to meet, plan, and align on goals and strategies. Understand that PD days are a big ask for family but know this was very helpful to teachers.

Culture:

UPDATE: We were accepted for this partnership! I will have a MOU solidification call in the next week.

Lisa applied to the [Midwest and Plains Equity Assistance Center](#) for Tier III Technical Assistance. This is a 18 month partnership with professional learning, coaching, and planning services. The idea is that this partnership would support and complement the strategic planning process in centering equity in all of our work. Our academic and behavior data shows the need and the family survey from last spring shows this is a top 3 priority to our families, as well. Staff is very interested in equity but wanted PD to help them with this.

SAFETY AND SECURITY:

- Having the first safety committee meeting. Applied for school security grant. Mapping and needs assessment. Grant would pay for an intercom.
- Looking into "Alice" training. Know people involved at Oxford highschool who felt Alice training was very helpful. A parent also recommended a book and will look into that.
- Amber and Lisa meeting about spending a Mental Health grant for both staff and students. Dispensed money in Feb 2023 (was supposed to be dispersed in Oct 2022) has to be spent by September 2023.
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3. Direct Action Updates:

- No additional at this time

4. Facilities Update

- Nothing at this time.

5. Finance Updates-

- Our main partner at HN is changing from Megan to Molly. The person who is our main support person for payroll and bill pay has left the firm and we will be assigned someone else. Has been a bumpy year with HN. A long term conversation will be if GRCDC wants to hire an "on staff" business manager/accountant rather than retain HN. That may be worth looking at in our broader strategic planning conversation around

<p>specialized roles being in house or partnering with community firms and agencies.</p> <ul style="list-style-type: none"> - Most of the budget goes to staffing. Have a lot of interventionists - this really takes a hit when people are out. How do we support this capacity when people are out? - Keeping Ms. Jakobi as a floating para - was originally hired temporarily - will be able to fill in as a para if a para is pulled to sub. - Amber asked if Lisa has let the families know that we need subs. - Possible good candidate for music education position - has a certification in K-12 music. Not currently available for full time. May come in for an afternoon or two to see the school and kids. Familiar with our school through Molly Parker's Dad. If she is a good fit, maybe able to get music into the school this spring. 		
12.	Family Team Report (Quarterly)	Report
Business		
13.	Old Business (previously moved) None	7:04 Action
14.	New Business None	Action
Closing		
15.	<p>Public Comment (Please limit comments to 3-5 minutes)</p> <p>Parent - asked who does mental health work with staff?</p> <p>Lisa - opportunity thrive - run by a former educator - has several coaches working with her. Staff identified a need after COVID for help with their own SEL to be able to help kids with SEL. Good feedback from staff.</p> <p>Parent - asked can you opt all staff into this service and then they can opt out if they are not interested?</p> <p>Amber - is a coach with Opportunity Thrive. Talked about a personal inventory tool that helps determine if staff needs more than just coaching.</p> <p>Travis - plan for how to communicate the findings of an investigation to the larger school community? What can we say or not say?</p> <p>Lisa: never really had something like this. Board meetings are public, minutes are posted on the website, how do we better communicate what is happening in board meetings? Section of link letter with bullet points?</p> <p>Parents - commented about worries over transparency.</p> <p>Abby talked about what is the board's role vs Lisa's role. Talked about how each of these concerns should go through Lisa first.</p>	Comment

Parents commented about hearing that Lisa is not responding to complaints.

Phil - explained why we hired an outside investigator. What board role is. Lisa is the HR director - we do not make human resources decisions. Understand you want more communication - would like you to reach out to Lisa. She has my full faith and trust based on working with her this year. Glad to see everyone at the meeting.

Abby - Sat in on several meetings with parents who were upset, there have been many meetings and extensive communication with those families as well as other families in that classroom.

Parent - 3rd grade parent. Commented about worries regarding the complaint from kids saying they were emotionally abused.

Abby - talked about the number of kids who were interviewed and said the issues some families were reporting were not a universal experience.

Parent - asked about what supports are currently in place?

Abby - extra para pro support in that class, Mentor teacher meets with teacher regularly, Lisa and Sarah both observe all teachers at work. Use interventionists. Other specific interventions would have to talk with Lisa - board not privy to all class room/staff decisions.

Parent - commented daughter still having problems with teacher and they do not feel supported.

Lisa - recused herself from the hiring of Ms. M. in the teacher role. Ms. M. initially hired the year before as a math interventionist - that job posting had been open for over a year with no good applicants before hired Ms. M for that role. We hire by committee - no hiring or firing is done by one person. It is common in education and in other fields to hire people you have worked with before who you know are good at the job. Stated that if she was worried about anyone abusing kids there is no relationship that would keep her from dealing with that. Asked that if parents feel they cannot talk to her (Lisa) to please reach out to Sarah Cooper.

Parent - asked how kids were chosen to be interviewed in an investigation? Recommended we could attach board meeting minutes to Link Letter.

Lisa - opportunity for them or their children to be interviewed with or without their parents was offered to all families in the class - ended up interviewing approx 13 children.

Stephen Tanner - commend he has been in this building when a sub "lost their cool" and you could hear yelling down the hall - teachers were looking out of their rooms and heading to help.

No staff has heard Ms. Moushy yelling. Stephen's daughter is in a nearby class and he asked her if she has heard yelling, she does not remember ever hearing yelling from that classroom.

Parent - commented about knowing a child in a nearby classroom who has heard yelling from that class.

Parent - commented on it seeming like children of staff are in the other 5th grade classroom.

Lisa - When class assignments were made this was not Ms. Moushey's class (Ms. Bouman was a teacher the first year of loop). There is one staff member with a child in Ms. Moushey's class, Lisa has a child in Elly's class (placed by Sarah, she does not pick her own child's class). Abby and Stephen also have kids in Ms. Elly's class.

*** there was lots of back and forth discussion, it became impossible to get it all down - I tried to get the gist but got behind and missed some at the end. There was adjourning of the meeting and then some more discussion as the meeting broke up that bled past the adjourning.

16. Adjourn	Abby	8:04	Action
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School Leadership:

Executive Director- Lisa Nuyens Heyne-

LNH

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Abby Sutter- AS

Vice President- Anne Jbara- AJ

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Stephen Tanner- ST

Amber Fox- AF

Travis LaFleur- TL

Philip Strom- PS