

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: Wednesday June 21, 2023 6pm- Special Budget Meeting

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
<b>Opening</b>			
1. Call to Order	Abby	6:07	Action
2. Roll Call .1 Present: ST, AS, AG, KD, TL, AJ, Lisa Nuyens .2 Absent: AF, PS .3 Guests: none	Abby		Action
3. Approval of Agenda 1st - KD 2nd - ST all - aye	Abby		Action
4. Public Comment (Please limit comments to 3-5 minutes)		6:07	Comment
<b>Reports from the Board</b>			
5. New Business  .1 Vote to finalize 2022-2023 Budget Motion to approve finalized budget of 2022 and 2023 1st - ST 2nd - KD Travis missed last meeting - anything big? ESSR is leaving Motion to vote: 1st - KD 2nd- TL ST - aye KD aye AJ aye AG aye AS aye TL aye .2 Vote to renew School Leadership contract and salary This was discussed at length by executive committee over e-mail while creating contract and again in it's final version.	Kevin	6:08	

Motion to vote on school leader contract:

1st - AJ 2nd - KD All - aye

Lisa happy with new contract

Hard to find another school that is analogous to us for comps.

Abby glad to add some things that were not in there that should be at this point.

So far all teachers/staff are planning on staying for next year. This is great - almost never happens.

.3 Vote on preliminary 2023-2024 Budget

Motion to discuss preliminary 2023-2024 budget Kevin presented at our last budget meeting on June 12:

1st - ST KD - 2nd

- Much closer to the bone than our typical budgets have been
- Underestimated what we will get per student
- Based budget on 280 enrollment (was 287 this year)

Motion to vote on preliminary 2023-2024 budget:

1st - KD 2nd - TL

ST - aye

KD - aye

AJ - aye

AG - aye

AS - aye

TL - aye

## Closing

6. Public Comment (Please limit comments to 3-5 minutes)

6:21

Comment

Lisa

- the Music teacher that she was hoping to hire that took a different job may want to come here instead. She is experienced and is Lisa's first choice.

-Interviews for new custodian scheduled for next month.

Trevor and some College kids are going to do some summer deep cleaning. Trying to figure out what we missed when hiring last 2 custodians that did not work out and come up with list of requirements that next hire needs to be willing to live up to.

- Parapro becoming a certified teacher with goal to teach here when she is done. Will student teach here next year. Through Western Michigan and getting government funds to pay for this.

- planning to have paras specialize in academic subjects (i.e. Math support para, reading support para, SEL support para).

Starting next year with 2 specializing in math. This is an

<p>innovative way to use Parapros. Want to make sure each person employed here is used to their maximum benefit.          - A Team going to Indianapolis for equity work education in August.          Travis - Lisa, Steve, Rachel and I meeting tomorrow about website.</p>			
7.	Adjourn	Abby	Action

**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 LaFluer- TL

Phili Strom- PS

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# Grand Rapids Child Discovery Center

## Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, June 12, 2023

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

Location: Grand Rapids Child Discovery Center

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

<b>Agenda</b>	Person	Time	Purpose
<b>Opening</b>			
1. Call to Order	Abby	6:10	Action
2. Roll Call .1 Present: AS, AG, AJ, ST, PS, KD (left before end of meeting) .2 Absent: TL, AF .3 Guests: Sarah Cooper, Sana Amash	Abby		Action
3. Approval of Agenda 1st- ST 2nd- PS 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)		6:11	Comment
<b>Reports from the Board</b>			

<p>6. President's Report</p> <ul style="list-style-type: none"> <li>- End of fiscal year</li> <li>- Next meeting will be elections for positions.</li> <li>- Amber will be leaving the board.</li> <li>- Have 2 board openings. Need to fill at least one position.</li> <li>- Abby will post the board opening - facebook page and school website.</li> <li>- Would possibly like a non-GRCDC parent for community engagement. Board members do not NEED to have a student in the school.</li> <li>- Possibly someone with marketing and leadership experience?</li> <li>- What other skill sets are we falling short on that a new board member could fill?</li> <li>- Lisa and Abby went to the last GRPS board meeting and shared some things they found interesting about the structure of the meeting and public comment sections. Some good ideas to think about - challenged all board members to attend one GRPS board meeting.</li> <li>- Closed session at end of today's meeting to evaluate School Leader (Lisa N.)</li> </ul>	Abby	6:11	Report
<p>7. Executive Committee Report</p> <ul style="list-style-type: none"> <li>- Nothing to report.</li> </ul>	Anne		Report
<p>8. Finance Committee Report</p> <ul style="list-style-type: none"> <li>- No updates - already went over budget in previous special meeting</li> </ul>	Kevin		
<p>9. Secretary's Report</p> <ul style="list-style-type: none"> <li>- New nameplates - enjoy!</li> </ul>	Amelia		
<p>10. Ad Hoc Committee Reports</p> <p>.1 Marketing/Advertising- Travis</p> <ul style="list-style-type: none"> <li>- No update.</li> </ul> <p>.2 Strategic Planning Committee- Philip</p> <ul style="list-style-type: none"> <li>- No update or next scheduled meeting at this time.</li> </ul> <p>.3 Reauthorization- Abby</p> <ul style="list-style-type: none"> <li>- We were reauthorized! Next time will be in 3 years.</li> <li>- Keep in mind during strategic planning process.</li> </ul> <p>.4 Evaluation/Leadership- Amelia</p> <ul style="list-style-type: none"> <li>- Tonight after regular meeting</li> </ul> <p>.5 Policy- Lisa for Travis.</p> <ul style="list-style-type: none"> <li>- Meeting last week with National Charter policy group - unsure when they will get the edits to us.</li> </ul> <p>.6 Board Liaison- A Team (Travis), Facilities (Kevin)</p> <ul style="list-style-type: none"> <li>- No update.</li> </ul>		6:23	Report

## Reports to the Board

11. Executive Director's Report Lisa 6:28 Report

### **Current Significant Updates or Issues**

- Reauthorization has been completed and sent to MDE
- As of now, all staff who had the opportunity to return are returning! We have hiring to do for a Music Teacher and a Head Custodian
- Sarah and I will be completing all summative evaluation meetings by the end of the day Wednesday
- Summer program will be running from June 19-July 20 (T W TH and closed the week of July 4)
- Ms. Danielle will be providing compensatory time for some of her students from June 12-June 30

### **2. Update on Strategic Plan Implementation**

#### **Curriculum and Culture/SEL End of the Year Data:**

##### **End of Year Data Summary**

- Chromebook access for i-ready over summer?
- Summary of this Data on our website.
- PDF of this data summary power point will be posted with approved minutes.

#### **SAFETY AND SECURITY:**

We had our second Safety Committee meeting and broke into working groups: entry doors/facilities, bullying, and parent communication. These groups will meet at least once over the summer month to prepare some initial thinking or products for the opening of the school year.

Lisa and Rachel also met with city manager of Grand Rapids to talk about safety needs, what other schools are doing. She will come visit to give her opinion of what priorities should be. She was great!

Abby - how many non-staff members involved in safety committee? Lisa - 6 parents involved.

Philip - when safety meeting concepts turn into initiatives we need to have conversations about cost/budget. Might help with families being interested/involved in fundraising/grants for these things.

Anne: Adult SEL program turnout? Great - Filled the room, very engaged.

<p><b>3. Direct Action Updates:</b></p> <ul style="list-style-type: none"> <li>- No additional at this time</li> </ul> <p><b>4. Facilities Update</b></p> <p>No new updates</p> <p><b>5. Finance Updates-</b></p>			
12.	Family Team Report (Quarterly)		Report
<b>Business</b>			
13.	Old Business (previously moved) .1 N/A	6:55	Action
14.	New Business .1 Motion for Closed session to Evaluate Executive Director 1st - PS 2nd - AJ Roll Call: Philip - yes Anne - yes Abby - yes Amelia - yes Stephen - yes		Action
<b>Closing</b>			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment
16.	Adjourn to Closed Session	Abby 6:56	Action

**School Leadership:**

Executive Director- Lisa Nuyens Heyne-  
LNH  
Pedagogista- Sarah Cooper- SC

**GRPS Liaison:**

Matthew Beresford

**GRCDC Board Members:**

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# Grand Rapids Child Discovery Center

## Board of Directors Meeting

Date: 5:30 pm Special Budget meeting Monday, June 12, 2023      Posting Address: 409 Lafayette Ave SE, Grand Rapids, MI 49503

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
<b>Opening</b>			
1. Call to Order	Abby	5:44	Action
2. Roll Call .1 Present: AS, AG, ST, PS, KD, AJ .2 Absent: TL, AF .3 Guests: Hunter Shumaker (Hungerford Nickels), Sarah Cooper, Lisa Nuyens. Tessa Keena (Hungerford Nickles)	Abby		Action
3. Approval of Agenda Yes with modification of numbers. 1st- ST 2nd- AJ All- aye	Abby		Action
4. Public Comment (Please limit comments to 3-5 minutes)		5:44	Comment
<b>Reports from the Board</b>			
5. Finance Committee Report .1 Present preliminary 2023-2024 Budget Went over - "Grand Rapids Child Discovery Center General Fund Appropriation Amendment II" document. Specifically Amendment II column. Went over "Grand Rapids Child Discovery Center General Fund Appropriation Proposal - Proposed June 22, 2023" document. Specifically 23-24 proposed budget column. .2 Questions and discussion - Any more or less staff in proposed budget for next year? One less parapro that was a floater and going to Grad School - What is "community services line" under 22-23 budget? To pay for discovery care for last summer's education for tier 3 students.	Kevin	5:44	



- 80% of our budget goes to staffing. ESSR funds have been paying for a lot of staffing and will not be after this next school year.
- Special Ed funding trails by a year. i.e. if we have more special ed. expenses next year will not get funded for that until the following year.
- Philip commented on the issues of an old building and what happens if we need big repairs. Think about this going forward with strategic planning.
- Comment about how large our general fund balance should be.
- Tessa - have been covering a lot of things through ESSR funds. Since I have been working with GRCDC there has been discussion about whether to invest in the old building or move to a new building.

**Closing**

6.	Public Comment (Please limit comments to 3-5 minutes)			Comment
7.	Adjourn	Abby	6:09	Action

**School Leadership:**

Executive Director- Lisa Nuyens Heyne-

LNH

Pedagogista- Sarah Cooper- SC

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Matthew Beresford

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