

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 pm, Monday, July 8th.

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


Location: Grand Rapids Child Discovery Center

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

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item "Public Comment"

Agenda		Person	Time	Purpose
Opening				
1.	Call to Order	Stephen	6:10	Action
2.	Roll Call .1 Present:, ST, AS, TL, JB, DM .2 Absent: KD, AG, PS, CMK .3 Guests:	Stephen		Action
3	Approval of Agenda 1st- DM 2nd- JB All- aye	Stephen		Action
4.	Approval of Minutes 1st – TL 2nd-ST All aye			
5.	Public Comment (Please limit comments to 3-5 minutes)		6:20	Comment
Business				
6.	6. Ad Hoc Committee Reports- All 6:25 .1 Marketing/Advertising- Travis .2 Strategic Planning Committee- Phil .3 Reauthorization- NA .4 Evaluation/Leadership- Doug a. Met with Lisa, had convo about expectations. Good alignment with what was in the strategic plan. State of Michigan is changing guidelines. Entire board will need to go thru process.			Action

- b. .5 Policy- Travis – tabling for now, need to clarify what is legally required, Travis to report back

Lisa report:  July 2024 ED Board Report

- Posting a para job to fill the position left by Ms. Abby
- Working on a refreshed Emergency Operations Plan which will be presented to the Board for a new approval when complete
- Full Calendar for the 24-25 School Year has been released
- Sarah and I have entered everything into the state platform for Continuous Improvement (MICIP). Part of my notes on the strategic plan draft is working to align the plans, so that we are eventually working from one plan.

-

Finance- No updates, preparing for the audit which will happen the 2nd week of August

Facilities- Working on refreshing and moving spaces (offices, repurposing the old home ec room)

Evaluation- I had a great meeting with the committee- which is now comprised of Doug only. We talked through what to focus on in my goals for the year to come and those will be ready in September

Marketing and Tech- Nothing new

Safety committee (this is a parent/school based committee, not a board committee):

- Front doors
- cameras

Strategic Planning-

In the email I sent you:

- The pretty version on canva (this is what dawn and libby created)
- The working doc that Sarah and I are working from to edit, make changes, etc.
- My understanding is that once we have the draft in a place that looks and feels right, the Board will vote to adopt the plan. Once that becomes final Dawn and Libby will work with Sarah and I and the Committee to create implementation and progress monitoring plans
- My hope is that the Board would adopt and then share with the community in September

We are planning a virtual information session with

Dawn and Libby on July 22- what time do we IDEALLY want, how do we want to advertise it? 7:30–8:30 proposed by board

DM: from parent lens, core educational goals aren't in the plan, would be good to include (e.g. all kids should be able to read by 3rd grade).

LN: we have those goals in continuous improvement plan, but needs to be integrated

DM: needs to answer questions around the kind of education one's child will get, should be our focus

DM: some of this language may be unclear to some parents if they are not well versed.

LN: maybe a one-pager to explain it? Then a more simplified version with measures of success and implementation. Then there's the full plan. (thinking different levels of depth).

DM: simplify language

JB: I can help support Lisa on this

LN: this plan isn't about expansion, but will set us up for replicating our success if/when we complete

We need to be clear, perhaps from the strategic plan draft, what specific expertise areas we need from new board members (finance, fundraising, facilities, and human resources- in my mind. It may also be good to have another educator or education adjacent board member as we have lost both our social workers board members (amber and abby))

ST: current have 2 seats unless we expand the board

LN: I expect Kevin to step down after this year

ST willing to serve as President for another term

LN: Kevin hasn't said he doesn't want to be treasurer

ST: let's vote on President and Treasurer, but table the rest

Nominate Stephe to be President

1st: JT, 2nd DM;

All individually: yay

Nominate Keven to be Treasurer
1st: JT, 2nd: DM
All individually: yay

Renewal of Term for PS

1st: JB, 2nd DM All: aye

Discussion and vote on officer positions

Oath of office for new fiscal year

All: I do solemnly swear (or affirm) that I will support the Constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of Board of Directors for the Grand Rapids Child Discovery Center..... according to the best of my ability.

Annual policy book legal items including the adaptation of

Motion to table policy vote until next August

1st: DM. 2nd JT. all: aye

regular board meetings 2024-2025 and special June

meeting for budget approval- 6/18/24 16. Other policy book updates

Onboarding of new board members (Justine and Courtney)

JB: looking to create board orientation packet. Hope to have a draft by August 1st. Ideally build a presentation to give at the october retreat. Should be a living document, hyperlinked to lots of other docs. Central hub to easily find things.

<p>ST: thesaurus of terms would be helpful</p> <p>JB: this is built on best practices, experience, and there are templates available – feels very achievable</p> <p>ST: we should re-do board candidate interview questions. Will need more people on that committee to help interview candidates. Want more substantive questions. Stephen to send questions to Justine</p>				
Closing				
15.	Public Comment (Please limit comments to 3-5 minutes)	Comment		
	<p>Sana: have plan for parent feedback, send ahead of time. Ask them to submit questions in writing (not live feedback/discussion).</p> <p>Sana: highlight a board member on facebook...in first link letter of school year, introduce all board members at once.</p>			
16.	Adjourn	Stephen	7:02	Action

Agenda		Person	Time	Purpose
Opening				
1.	Call to Order	Stephen	6:10	Action
2.	Roll Call	Stephen		Action
	.1 Present:, ST, AS, TL, JB, DM			
	.2 Absent: KD, AG, PS, CMK			
	.3 Guests:			
3	Approval of Agenda	Stephen		Action
	1st- DM 2nd- JB All- aye			
4.	Approval of Minutes			
	1st – TL 2nd-ST All aye			
5.	Public Comment (Please limit comments to 3-5 minutes)		6:05	Comment
Business				
6.	New Business			Action
	.1 Vote to finalize 2024-2025 proposed Budget			

1st budget proposal had estimated 285 students which was an incorrect number - Lisa had asked for 276.5 student count for the initial proposed budget.. HN had calculated the wrong thing. They did not realize this until Lisa then asked for an amended budget proposal with a \$200 increase per pupil funding at 282 students (which is between very conservative and what it will likely end up being).

Still a budget deficit but this is due to ESSR funds (temporary COVID funding) being gone for next year Our auditing firm (HN) has no concerns about this deficit - normal for it to take a couple years after this funding is taken away to break even again.

1st- AS 2nd- CMK All- aye

.2 Vote to approve 2023-2024 Final Budget

Amendment

1st- AS 2nd- KD All- aye

Closing

15.	Public Comment (Please limit comments to 3-5 minutes)			Comment
16.	Adjourn	Abby	6:14	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer - TL

Treasurer-Kevin Davis-KD

Secretary-

Justine Burdette- JB

Courtney Myers-Keaton- CMK

Philip Strom - PS

Douglas Meeks - DM

GRCDC Board Members:

Members at Large:

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, June 10th, 2024

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

Location: Grand Rapids Child Discovery Center

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

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Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:26	Action
2. Roll Call .1 Present: ST, JB, KD, TL, AS, AG, PS, CMK, DM, LN .2 Absent: .3 Guests: Sarah Cooper, Kelli Moushay, Sana Amash, Harmony Perry	Stephen		Action
3. Approval of Agenda 1st- AS 2nd- JB All- aye	Stephen		Action
4. Approval of Minutes 1st- AS 2nd- PS All- aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) Kevin - Feels his kids are doing well due to the work Lisa, Sarah and the rest of GRCDC staff does. Felt whatever happened at the last board meeting (he was not present at that meeting) was a defamation of Lisa.		6:27	Comment
Reports from the Board			
6. President's Report Thank Amelia and Abby for years of service. Officer elections in July - will put nominating document on shared drive.	Stephen	6:32	Report
7. Executive Committee Report - none	Anne		Report

8.	Finance Committee Report - none	Kevin		
9.	Secretary's Report - none	Amelia		
10.	<p>Ad Hoc Committee Reports-</p> <p>.1 Marketing/Advertising- We secured a spot on Shelley Irwin this thursday (June 13th) she will be interviewing Lisa and Justine about GRCDC's US News and World Report ranking,</p> <p>.2 Strategic Planning Committee- Phil Committee provided Lisa with feedback on the first draft of the strategic plan to give to Dawn and Libby. Sarah and Lisa working on scheduling a meeting with Dawn and Libby. Draft theme was building capacity - doing what we are doing better. Increased money in the future, develop nonprofit arm.</p> <p>Had some feedback on language and alignment - overall good.</p> <p>Will be able to share with the community in the fall.</p> <p>Concepts of measurement/accountability.</p> <p>.3 Reauthorization- NA</p> <p>.4 Evaluation/Leadership- committee met with Lisa about additional questions the board had after initial evaluation. Lisa updated info in self eval. Will finish eval and give Lisa feedback in a closed session later tonight.</p> <p>.5 Policy- Travis - nothing right now, more to come.</p>	All	6:35	Report
Reports to the Board				
11.	<p>Executive Director's Report</p> <p>Current Significant Issues:</p> <ul style="list-style-type: none"> - We are going into the summer fully staffed for next year already! There MAY be a para hiring, depending on some part time shifts. This is INCREDIBLE (and includes custodian, lunch aide, paras- all of it) - Space issues: Music class next to Lisa and Sarah's office did not work well for getting work done. Ms. Jaclyn will move music down to pod pad next year. Cleaning out the room next door to pod pad for more space for breakout sessions with students. - Possibly need to have conversations around space used for aftercare - no changes at this time. 	Lisa	6:40	Report

Continuous Improvement Plan:

- Over the month of May, we had the joint advisory councils meet twice- during this time they discussed and gave feedback on one another's strategies as we brought all their work together into one massive equity strategic plan (which will become our continuous improvement plan for the state). This will be aligned with our 5 year strategic plan

Joint Advisory Council 52124.pdf

- Part of the work of the Literacy Advisory Council is to recommend a new writing curriculum. You will be asked to approve this adoption during new business. [Here is the one pager](#) on the curriculum and Sarah is here to discuss or answer any questions.
 - Question about recurring cost per year moving forwards.

Committee Updates:

Finance- Budget draft presented today

Facilities- Front Doors being replaced - covered by safety grant

Evaluation- Today!

Marketing and Tech- Clean up anything on the website before Thursday morning (Shelley Irwin spot)

Safety committee (this is a parent/school based committee, not a board committee): we are ordering radios, completed our critical incident mapping next week, added an intercom entry for discovery care (instead of key cards) and are beginning work on updating our Emergency Operations Plan.

Strategic Planning-

- The strategic plan committee met and submitted feedback (along with Sarah and I) to Dawn and Libby. Sarah and I have another call scheduled with them on XYZ. **When would the Board like Dawn and Libby to present the plan to you via Zoom?**

<p>Present draft, wait until final?</p> <ul style="list-style-type: none"> - If we call a special meeting to go over it - can it be virtual? More families are able to attend virtual meetings. - Yes, as long as board is not deliberating or being asked to take any action. 		
12.	Family Team Report (Quarterly)	Report
Business		
13.	Old Business (previously moved) .1 N/A	6:58 Action
14.	<p>New Business</p> <p>.1 Recommendation for new writing curriculum</p> <p>Motion to approve new writing curriculum parts one and 2: 1st- AS 2nd- KD All- aye</p> <p>.2 Authorization of board president to amend ED's contract regarding retirement payment. Proposed authorization/amendment for board to approve:</p> <p>WHEREAS:</p> <p>1. The Board is aware of a necessary amendment to the contract with the Executive Director.</p> <p>2. The Board agrees to change the terms of section (i)(d) of the current agreement which currently reads, "GRCDC shall provide to Employee a tax sheltered annuity, in which the Board will contribute 5% of each year & salary. The account will be in the name of the Employee and into a 403b of the Employee & choice."</p> <p>3. The Board has been informed that the terms of section (i)(d) currently do not reflect the intent of the parties and are unable to be achieved.</p> <p>4. The parties agree to repeal and replace section (i)(d) to state that GRCDC agrees to make a contribution equal to 5% of each year salary to a retirement account which will be in the name of the Employee. GRCDC agrees to pay the taxes related to the 5% contribution. Employee is responsible for notifying the Board of the retirement account</p>	Action

information as soon as possible.

5. The amount shall not exceed the maximum allowable annual IRA contribution of \$6,500.

6. The amendment should reflect a solution to the 5% contribution owing for fiscal year 2023. The 2023 contribution may be in a form other than a contribution to a retirement account considering the timing of the payment.

RESOLVED:

1. That an amendment to the contract be approved.
2. That the period of performance shall remain from July 1, 2023, notwithstanding the date of any signature, and shall lapse on midnight June 30, 2026; and
3. The Board President is authorized to execute said agreement amendment, related documents and necessary modifications;
4. That the board approves a net payment of \$5000 as detailed in the finance chair's May 7, 2024 email to be paid once the amended contract is completed: and
5. The Board President shall provide the amendment to the agreement at the monthly Board meeting that follows the date of execution.

Motion to approve the above resolution:

1st- AS 2nd- DM All- aye

Closing

- | | | | |
|-----|--|------|-------------|
| 15. | Public Comment (Please limit comments to 3-5 minutes)
Courtney - copy of draft of strategic plan by budget approval meeting?
Lisa - thanks to Abby and Amelia for board service.
Ms. Harmony - I was on the writing curriculum committee. I am excited about the new curriculum. Has been talking it up to fellow teachers. Likes that it is K-5 , knows what they have learned before her class and where they are going next. | 7:08 | Comment |
| 16. | Adjourn | Abby | 7:12 Action |

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer - TL

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter - AS

Justine Burdette- JB

Courtney Myers-Keaton- CMK

Philip Strom - PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 5:30 pm, Monday, June 10th, 2024 - Special Budget Meeting

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

Location: Grand Rapids Child Discovery Center

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

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Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	5:42	Action
2. Roll Call .1 Present: ST, JB, TL, AS, AG, PS, CM, DM, LN, KD .2 Absent: .3 Guests: Sarah Cooper, Kelly Moushay	Stephen		Action
3. Approval of Agenda 1st- DM 2nd- TL All- aye	Stephen		Action
4. Public Comment (Please limit comments to 3-5 minutes)		5:43	Comment
Reports from the Board			
5. Finance Committee Report .1 Present preliminary 2024-2025 Budget Went over: FY2025 Budget assumptions and FY2024 Budget assumptions for budget amendment II proposal, Grand Rapids Child Discovery Center Fund Appropriation Resolution II (2023-24 school year), Grand Rapids Child Discovery Center (2024-25 school year) General Fund Appropriation Proposal .2 Questions and discussion Philip - feels this is ultraconservative budgeting - making it look like we will have a big deficit when we know that in	Lisa/Kevin	5:44	

reality it will be a lot less than that. Can we make the initial budget more accurate?

Lisa - Always have done conservative approach for initial budget, but usually were in the black either way. Maybe could split the difference (i.e. budget for 282 students with \$150 increase per pupil). Could do that draft prior to voting.

Abby - do we do conservative budgeting because HN encourages this?

Lisa - government likes a more conservative budget. We have always done it that way.

Phil - based on the current state government and the way school funding has gone, thinks we should budget with a better placeholder for the amount of per pupil funding. Based on an educated guess.

Kevin: historically budgeting conservatively has worked well for us with the state.

Lisa: Hungerford does recommend our fund balance is 25% (currently 29%). Fund high because things were coming out of ESSR rather than GOB. So using fund balance now for any deficit we have with ESSR ending is OK because it is money going towards educating our kids.

Phil: wants to know what to tell any families who ask about deficit. Can send to Lisa.

Doug: When I look at this budget w/o details it looks like we are taking away from instruction and adding to administration. How do we better communicate what the details are?

Lisa: can always post budget assumptions and then if anyone else has questions that are more specific can give them that info. Hard to know ahead of time what people in the community will have questions about.

Justine: from a PR perspective, it is better to just post budget and answer questions as they come.

Closing

6.	Public Comment (Please limit comments to 3-5 minutes)			Comment
7.	Adjourn	Abby	6:26	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagoga- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer - TL

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter - AS

Justine Burdette- JB

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, May 13th, 2024

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

Location: Grand Rapids Child Discovery Center

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

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Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:03	Action
2. Roll Call .1 Present: PS, TL, ST, CMK, AG, AS, DM, JB, LN .2 Absent: KD .3 Guests: Sana Amash, Teacher	Stephen		Action
3. Approval of Agenda Motion to amend agenda to discuss Lisa's retirement payment. 1st- AS 2nd- DM All- aye Approval of amended agenda: 1st - AS 2nd DM All - yes	Stephen		Action
4. Approval of Minutes 1st- AS 2nd- TL All- aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) none		6:04	Comment
Reports from the Board			

6.	President's Report -none	Stephen	6:04	Report
7.	Executive Committee Report -none	Anne		Report
8.	Finance Committee Report	Kevin		
9.	Secretary's Report	Amelia		
10.	Ad Hoc Committee Reports- .1 Marketing/Advertising- Travis .2 Strategic Planning Committee- Phil - Received draft of strategic plan, committee has upcoming meeting. .3 Reauthorization- NA .4 Evaluation/Leadership- Abby - Going to go through initial version of leader evaluation tonight in closed session after meeting - Will have time to ask for more information from Lisa if needed before final evaluation due next month. - Next month in closed session we hope to focus more on feedback for Lisa. .5 Policy- Travis - Need a meeting with our policy person - Lisa will follow up.	All	6:05	Report
Reports to the Board				
11.	Executive Director's Report Current Significant Issues: <ul style="list-style-type: none"> - We ended up with 206 unique respondents for our parent survey, representing 94% of our student body! - Our next action is the student perception survey- then we can triangulate the student, staff, and family data - Ms. Jordan is moving (back) up north and has resigned effective 5/17- she has been amazing and we wish her the best. - Ms. Karolina will sub for Ms. Jordan for the remainder of the year. - Our Intent to Return Surveys tell us: everyone one plans to return next year with the exception of one para looking for a teaching job (we have no openings) - we may have a little movement over the summer, but this will be our second summer in a row with no teacher resignations! And we didn't lose anyone mid year this year! Mr. Shane also planning on coming back. 	Lisa	6:08	Report

- What data points is the Board most interested in?
How might the Board measure their impact through perception surveys next year?

<https://drive.google.com/file/d/1JFCIACrHEF9LGU1z8xCtVPc1RJ4inYG/view?usp=sharing>

Continuous Improvement Plan:

- This work continues in Advisory councils:
 - Each group has identified their strategies in relationship to goals for next year
 - Focusing on adaptive strategies
 - Each group has linked those to relevant research and checked for equity alignment
 - Each group currently identifying the professional learning necessary to implement the strategies by the staff
 - Next week, we will meet as a full staff to finalize before entering into the Continuous Improvement platform for the state

<https://drive.google.com/file/d/1H-VYQIS5xvz4FFkcYbVaysyDOG94oFJi/view?usp=sharing>

Committee Updates:

Finance- I sent the e-committee the shortfall (worst case scenario) for next year without ESSER at 166,000 - if we maintain everything we currently have - no new additions (includes planned salary increases). Worst case scenario estimate as we do not know per pupil funding until Oct. 2024. Some advocacy in the legislature for cutting the per pupil increase for Charter Schools. Right now, we can weather the shortfall with our current fund balance but will need a long term plan.

Should we be part of Charter School advocacy group in MI?
Lisa will send a primer about current political issues.
Let families know how to advocate?

Facilities - Drain in staff parking lot will be fixed on 5/24

Evaluation- speaks for itself at this point!

Marketing and Tech - I added comments to the press release document

Safety committee (this is a parent/school based committee,

not a board committee):

Strategic Planning-

- Committee meeting sometime in the next 2 weeks
- Then, we will share draft with the Board
- When would the Board like Dawn and Libby to virtually present to you?

Equity Strategic Planning:

- **What development around the equity core value, its history, our work currently, etc. does the Board feel like you would like and/or need?**

Moving Forward:

Abby - strategic planning presentation - some board members are leaving and may not have new ones - careful re quorum.

Add discussion about strategic planning onto our shorter budget meeting in June?

Doug: create an orientation for board members? Possibly Abby and Amelia to work on with Lisa.

12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	6:43	Action
14.	New Business .1 Discussion re retirement option for Lisa Per e-mail from Kevin: The breakdown of Lisa's retirement payout to reach a \$5,000 net payment is detailed below. Once this is approved by the board, we can initiate the payment. Gross \$7,280.61 FICA \$451.40 Medicare \$105.57 Federal \$1,305.00 State \$309.43		Action

GR Tax	\$109.21			
Net	\$5,000.00			
<p>This is most affordable option for school and Lisa - breakdown of how much money would have to pay out to Lisa to still be 5,000 after taxes.</p> <p>Is this the correct amount - contract listed as percentage of salary not \$5,000?</p> <p>May need to amend Lisa's contract based on how it is currently worded (change to IRA or retirement account of her choice).</p> <p>Courtney and Doug will get in touch with Hungerford Nichols to come up with a specific proposal - amendment to contract, amount etc. before a vote.</p> <p>.2 Motion to change budget approval meeting from June 19th (Juneteenth) to June 17th at 6:00pm</p> <p>1st - PS 2nd - AS all - aye.</p>				
Closing				
15.	Public Comment (Please limit comments to 3-5 minutes)			Comment
16.	Adjourn	Abby	6:57	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer - TL

Treasurer- Kevin Davis- KD

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Members at Large:

Abby Sutter - AS

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Philip Strom - PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday April 8th, 2024

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

Location: Grand Rapids Child Discovery Center

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

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Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Travis	6:08	Action
2. Roll Call .1 Present: TL, AG, AS, PS, DM, JB, Lisa Nuyens. .2 Absent: ST, KD, CMK .3 Guests: none	Travis		Action
3. Approval of Agenda 1st- AS 2nd- DM All- aye	Travis		Action
4. Approval of Minutes 1st- AS 2nd- JB All- aye	Travis		Action
5. Public Comment (Please limit comments to 3-5 minutes) No public tonight		6:08	Comment
Reports from the Board			
6. President's Report Stephen is not here	Travis	6:09	Report
7. Executive Committee Report Nothing to report.	Anne		Report
8. Finance Committee Report Kevin not here - nothing to report	Kevin		
9. Secretary's Report Nameplate ordered - not here yet.	Amelia		
10. Ad Hoc Committee Reports- .1 Marketing/Advertising- Travis - no report	All	6:10	Report

- .2 Strategic Planning Committee- Phil - no report
- .3 Reauthorization- NA
- .4 Evaluation/Leadership- Abby
 - Had to reschedule a meeting
 - Still planning to do a closed session after May meeting (review Lisa's self ratings, ask any questions) and June Meeting (finalize board rating and give Lisa feedback) - both shorter than in the past.
- .5 Policy- Travis - none to report.

Reports to the Board

11. Executive Director's Report Lisa 6:12 Report

Current Significant Issues:

- Successful portfolio day!
- The spring survey is going awesome so far, 118 respondents representing 151 children (out of 285 children) - please make sure your family has taken the survey. Computers set up to take survey on portfolio day got 20 people to do the survey.
- I have been working for a few months with NCSI on admin guidelines to compliment our policies, this should be complete by the end of the year

Continuous Improvement Plan:

- Updated data day today - beginning of the 3rd cycle
- [Deck from data day](#)
- Sarah and Lisa will present this to the board at next meeting. Things are moving in a good direction - reading, math and SEL..

Committee Updates:

Finance- We had a meeting the week before spring break. Moved meeting to Wednesday mornings. So far, everything looks good- no surprises. We are working on next year's budget

Facilities- Need to fix drain in staff parking lot. \$2500 dollars from maintenance budget. Will also patch asphalt when fix the drain.

Evaluation-

I have communicated monthly "Dialogue with the Director" dates for the remainder of the year-
Still upcoming:

- April 4/11 after community meeting 8:45-9:30 am
- May 5/20 from 6 to 7pm

I will have my draft of my self eval next meeting. We need to reschedule a meeting of the committee.

Marketing and Tech- none from me

Safety committee (this is a parent/school based committee, not a board committee): Working on door prop alarms

Strategic Planning-

Dawn and Libby have confirmed that they are incorporating feedback into the SOAR report. Draft of strategic plan to Lisa this week. One of the overarching asks was to re-look at the information from this lens:

- GRCDC is a school district
- GRCDC is a non-profit
- GRCDC is a school

Equity Strategic Planning:

The equity strategic planning team has designed a professional learning process around our new vision that centers equity in our learning - this will be shared with full staff tomorrow in preparation of designing next year's professional learning calendar this spring

Curriculum:

- Applied for a grant for Literacy professional development. 1 year grant.
- Looking into a new writing curriculum, eventually will look into the social studies curriculum (currently use State of Michigan curriculum) and science curriculum in years to come..
- Travis - how does it work for board to approve new curriculum?
- Lisa - curriculum committee will go through the process to pick a curriculum, Sarah will present curriculum to the Board and explain why curriculum was picked, Lisa will make a recommendation prior to board vote.
- Doug - how can the board help with adopting curriculum faster? Appropriate funds, board finding science and social studies curriculum important and wanting to fund them when found. Targeted fundraising for curriculum use.

- Pick this up in finance committee?
- What is our deficiency between school funding and what our current curriculum/intervention costs once ESSR funds are gone? Lisa should have this number by next meeting. Should also have draft of strategic plan by then.

Moving Forward:

- Marketing meeting to plan for advertising/celebrating our grade from the state and standing with US News?

End of the year celebration - can be hard for some kids with neurodiversity. Is there a way to do a low sensory experience for those who need it?

Abby - really appreciated how Ms. Trout did portfolio day.

12.	Family Team Report (Quarterly) Not tonight		Report
Business			
13.	Old Business (previously moved) .1 N/A	7:03	Action
14.	New Business .1 N/A 1st- 2nd- All- .2 1st- 2nd- All-		Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes) No public		Comment
16.	Adjourn	Abby 7:03	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer - TL

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter - AS

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Courtney Myers-Keaton- CMK

Philip Strom - PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, March 11,2024

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

Location: Grand Rapids Child Discovery Center

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

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item "Public Comment"

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:04	Action
2. Roll Call .1 Present:AS, AG, ST, PS, DM, CMK, TL, JB, LN .2 Absent: KD .3 Guests: Sana Amash (teacher), Jana Soverinski (teacher)	Stephen		Action
3. Approval of Agenda 1st- AS 2nd- TL All- aye	Stephen		Action
4. Approval of Minutes 1st- TL 2nd- JB All- aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) Girls on the run is going "amazing" we have 2 teams. We need volunteers to run with the girls in the 5K.		6:05	Comment
Reports from the Board			
6. President's Report -Board training opportunities: Doug spoke with Dan Quizenberry - gave a few suggestions - GVSU (e-mail sent), possible book - Doug will read and let us know if it seems helpful. Needs to know what authorization contract with GRPS. Does GRPS board get training? Unsure, but their needs are different than our needs - very different kind of board. -Impending board openings. How to go about filling them. Need people by July. Start recruiting now? Wait for strategic	Stephen	6:06	Report

<p>planning to see what skills we need in new board members? Courtney - wait until we know what skills we need. Do not want to damage relationships by getting a lot of applicants with skills we don't need. Justine - just ask Dawn and Libby what they think the board needs? Abby - happy to help with recruitment. Maybe advertise that we have openings coming up in the fall - if you think you may be interested start coming to board meetings. - More cohesive policy around public comment. Robert's rules of order. Timed. No dialogue. 1st public comment about agenda items, 2nd about other things. Boundaries made clear.</p>				
7.	Executive Committee Report -nothing	Travis		Report
8.	Finance Committee Report -nothing	Kevin		
9.	Secretary's Report - Doug will do Facebook intro for next board meeting - Amelia will get a nameplate for Doug before next meeting.	Amelia		
10.	Ad Hoc Committee Reports- .1 Marketing/Advertising- Travis - No update. .2 Strategic Planning Committee- Phil Committee has met a couple times. Went over SOAR (Strengths, opportunities, aspirations, results) report today. One of major deliverables in expectation of upcoming broader document. This went well. Will give feedback to Dawn and Libby about language used at this school. E-mail will be sent to the board. Doug sent board article about school buildings that GRPS will no longer have students in. Possibly politically fraught to buy old GRPS school building to grow our student body? Be thoughtful about. Start a facilities management focused committee? Justine knows people on GRPS board. .3 Reauthorization- NA .4 Evaluation/Leadership - Doug and Justine had training. New board training update about adding mid year evaluation. Plan to do initial rating of Lisa after the May meeting. Final rating and feedback after June meeting. .5 Policy- Travis - no update. Lisa policy book updated on the GRCDC website.	All	6:26	Report

Reports to the Board

11. Executive Director's Report

Lisa

6:44

Report

Current Significant Issues:

- Update on enrollment numbers- from the lottery which was held last week
- Anticipate being fully enrolled. A lot of siblings coming into kindergarten.
- Lottery not fully aligned with our core equity value.
- Hard to have so many applicants for so few seats.

Continuous Improvement Plan:

- The Equity Advisory Council has identified an important shift for all Advisory Councils - each group is both a LEARNING group and a TEACHING group (developing of the group members in order to also develop others)- this is in great alignment with our Reggio inspiration

Committee Updates:

Finance- no updates

Facilities- No new changes or updates at this time

Evaluation-

Had first and 2nd dialogue with the director.

-
-

I have communicated monthly "Dialogue with the Director" dates for the remainder of the year.

- February 2/28 from 8:30-9:15am- **had 2 families and 2 board members attend**
- 3/7(virtual, 7-8:30pm) for the Community Safety Conversation- **great turn out for the information delivery and great engagement during the discussion**
 - Rachel and Lisa attended Michigan State Police - School Safety Conference. Very helpful - validated work/priorities of safety committee.

Still upcoming:

- April 4/11 after community meeting 8:45-9:30am
- May 5/20 from 6 to 7pm

Marketing and Tech- none from me

Safety committee (this is a parent/school based committee, not a board committee): We will now take the feedback from parents and integrate it into our committee work

Strategic Planning-

Dawn and Libby delivered the SOAR report (strengths, opportunities, aspirations and results)

The Strategic Planning Committee is delivering feedback to Dawn and Libby and then will share with the full Board

Our adjusted timeline looks like the Board will not vote on adopting the Plan until the beginning of 2024-2025 school year, to give families and stakeholders time to learn about the plan, interact with it and give feedback

- Lisa will ask Dawn and Libby what skills oncoming board members should have.

Equity Strategic Planning:

We looked at Implementation Science (which some of our staff and committee members are very well versed in already) and we are identifying a critical consciousness focused routine to include in all professional learning in our building.

12.	Family Team Report (Quarterly)			Report
Business				
13.	Old Business (previously moved) .1 N/A		6:56	Action
14.	New Business .1 1st- 2nd- All- .2 1st- 2nd- All-			Action
Closing				
15.	Public Comment (Please limit comments to 3-5 minutes) Sana - add an educator to the board? Doug - CDC has changed guidelines on COVID - what is the school's stance? Lisa - we will be following CDC guidelines/recommendations - except stipulations for outbreaks (nothing about this in guidelines) will be included in future link letters.			Comment
16.	Adjourn	Abby	7:01	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer- TL

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter - AS

Justine Burdette- JB

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Philip Strom - PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, February 12, 2024

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:05	Action
2. Roll Call .1 Present: ST, TL, JB, PS, DM, KD, AG .2 Absent: CMK, AS. .3 Guests: Tommy Fitzgerald, Parent. Sana Amash, Teacher.	Stephen		Action
3. Approval of Agenda 1st- PS 2nd- KD All- aye	Stephen		Action
4. Approval of Minutes 1st- JB 2nd- TL All- aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) Tommy F.: Very committed to GRCDC. Had a personal reaction to strategic planning e-mail that came out a few weeks ago (about strategic planners wanting to engage communities of color and non-conforming families). Hard time with labels. Felt not included. Families here chose this school due to diversity. Believes it came from a great place but felt excluded. Would like better communication. Really loved the movie night.		6:05	Comment
Reports from the Board			
6. President's Report Nothing to report today	Stephen	6:14	Report
7. Executive Committee Report Nothing	Anne		Report
8. Finance Committee Report Budget amendment Overall in a great position Revenue increased - local, state, and Federal all increased Mental Health Grant - carry over from 2023 Interdistrict sources also increased	Kevin		

<p>Medicaid estimated reimbursement Special Ed. Millage revenue came in More revenue than our original June budget. Some increase in expenditures as well, mostly for staff. Some increase in maintenance (including boiler), safety changes. Budget positive by \$43,282 Fund Balance \$884,391 Cut it close with budget approved in June - we knew webwould probably have more revenue and that proved to be true. We are required to have a balanced budget by June 30th but we do not know revenues from all sources until later than that (usually late fall). No plan to do big projects until we learn more from the strategic planning process. *Budgets are available on the GRCDC website by clicking on the "transparency reporting circle" at the top right corner of the webpage.</p>				
9.	Secretary's Report None	Amelia		
10.	<p>Ad Hoc Committee Reports</p> <p>.1 Marketing/Advertising- Travis - website launched! Send any feedback to Stephen/Travis for improvements. What do we have to publish about salaries on the transparency page? Kevin will look into this. Responses from teachers on bio questions?</p> <ul style="list-style-type: none"> - Lisa has not talked to them about this yet. - Will create a google doc with the questions. - Have intro videos for each teacher -not on the website yet. Want to add a few more fun things for teachers to answer. <p>.2 Strategic Planning Committee- Philip No major updates. Interested in feedback from families about the outreach Consultants led the way in reaching out to families. Will share feedback with the full committee. Should get a first draft of the strategic plan and hope that will align with what families want. Will be interesting to see what the family engagement has produced. Lisa - we usually do a spring survey of all families and will do that again this year. Did not do it last year because were doing strategic planning listening groups and did not want families to get fatigued.</p> <p>.3 Reauthorization- Abby</p>	All	6:25	Report

.4 Evaluation/Leadership- Amelia

- Plan to move closed session for initial rating of Lisa to after May meeting. Give better feedback to Lisa after June meeting.

.5 Policy- Travis

- Policies we voted on last time have been submitted.

Reports to the Board

11. Executive Director's Report

Lisa

6:38

Report

Current updates and issues:

- Music program continues to grow! Ukuleles and recorders have begun. Jacklyn has been a dream hire! Building this program from scratch.
- Enrollment application updates for 2024-2025: We won't know the spots for 1st - 5th until the end of the enrollment period. We have 85 apps for Kinder with 32 of those being siblings, 18 apps for 1st, 6 apps for 2nd, 2 apps for 3rd, 6 apps for 4th and 1 app for 5th. Anticipate being fully enrolled next year.
- Lisa has been thinking about her own vision for this school. Always feels bad about the number of students we have to turn away at kindergarten. Could add an extra class each year starting in kindergarten (no space in this building) and moving up to 1st, 2nd, 3rd etc. as that class moves up.
- Does Grand Rapids shift in approach this year to their recruitment change what we do? Do we want to do something different next year for recruitment and enrollment in our timeline (more than one round, later date to get application in?). Lisa, Rachel, and Stephen will talk about this more.
- Doug thinks we should move our application timeline back to give people more time.
- Lisa - we have to hold an open lottery and we have to prioritize siblings. Other than that have some room to move things time wise. Do not need board approval for this. Michigan has some strict rules when it comes to lotteries and charter schools that we need to follow.
- Is there a training for charter school boards we can do?
- How to retain diversity in our school?

Continuous Improvement Plan:

-The 4 advisory councils have begun meeting in Jan this year

(equity, reading, math, SEL and district processes). Each council is looking at their goals through the lens of “adaptive vs. technical changes”- more on that below.

- The purpose of moving the Advisory Councils and away from the TC/A Team was to increase the capacity of our current staff to do the work that we were sometimes missing or that was taking a very long time. We are using existing staff and time in a new way. This has been working well so far and staff feedback has been good.

Have a document so all staff can see what other advisory committees are working on each month.

Committee Updates:

Finance- Amendment to be voted on tonight

Facilities- No new changes or updates at this time

Evaluation- We had a meeting on Friday and did a run through of where I am with this year’s goals. We talked through a mid-year checkpoint and also is slightly altering the timing of how my final evaluation is handled.

Looking at a “cycle of feedback” where evaluation from one year dovetails into goals for the next year.

Lisa is meeting a lot of her goals and is aware of places she needs to move forward and has plans to do so:

I have communicated monthly “Dialogue with the Director” dates for the remainder of the year.

- February 2/28 from 8:30-9:15am
- March 3/4 (in person, 6-7:30pm) and 3/7(virtual, 7-8:30pm) for the Community Safety Conversation
- April 4/11 after community meeting 8:45-9:30am
- May 5/20 from 6 to 7pm

Marketing and Tech- Marketing supported in the Expo and launched the new website

Safety committee (this is a parent/school based committee, not a board committee): We set our dates as a committee for our community conversations where we will share the results of our [needs assessment](#), share our priorities as a committee and lead some small group discussions around: designing our approach to anti-bullying education, first responders’ role in drills/school community, parent complaint process/mediation

- Also Equity strategic planning process going on with Indiana University partnership. Looking at disproportionality in reading/math scores around various subgroups - racial, free and reduced lunch etc. Gaps have stayed the same (many other districts gaps have widened) even though we have had a lot of growth.

Adaptive vs. technical challenges.

Moving Forward:

Next Open House for new families: March 12 from 5:00-6:30pm- the Board is invited! Decided not a good use of time to have a table for the board. But board should attend and take a tour - especially the marketing committee.

Meetings that Board Reps could visit to celebrate the work of the staff: 3/5 at 3:15 (full staff CP-opp thrive) or 3/26 at 3:15 (all staff portfolio day prep).

Board has a survey from Dawn and Libby we each need to take.

Philip - as we get further in the strategic plan and get to these big decisions we may need to schedule some special board meetings to discuss these specifically.

Lisa had a document from Plante Moran about how many spaces we would need if we added a class each year and what schools are opening up and how many classrooms they have etc.

Stephen - can help with noise dampening if music class is too loud for Lisa or Sarah in their office.

Speaker at movie night was good.

12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	7:14	Action
14.	New Business .1 Vote on Budget Amendment 1st- KD 2nd- PS All- aye		Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment

<p>Tommy - have we thought about fundraisers for foundations for whatever we need? Tommy is “more than happy” to help with this.</p> <p>Sana - school is growing. Wondering about evaluations for the other adults/staff that are not teachers or Lisa. Feels no way to give feedback for paras, other staff. Used to have this and do not anymore.</p>				
16.	Adjourn	Abby	7:19	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFleur - TL

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Justine Burdette- JB

Courtney Myers-Keaton- CMK

Philip Strom - PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday January 8th, 2024.

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:03	Action
2. Roll Call .1 Present: ST, AG, TL, KD, JB, PS, CMK, AS, LN .2 Absent: .3 Guests: Doug Meeks, Sarah Cooper, Sana Amash	Stephen		Action
3. Approval of Agenda 1st- AS 2nd- KD All- aye	Stephen		Action
4. Approval of Minutes 1st- AS 2nd- TL All- aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) Happy New Year		6:04	Comment
Reports from the Board			
6. President's Report Need to think about filling positions that might open on the board. Takes about 2 months from when we pick someone till we are ready to swear them in.	Stephen	6:04	Report
7. Executive Committee Report	Anne		Report
8. Finance Committee Report Waiting on numbers from the state in order to finalize budget amendment. Anticipate having these before Feb. board meeting.	Kevin		
9. Secretary's Report	Amelia		

Courtney Myers-Keaton will do introduction and invite to board meeting on school facebook page before next meeting.				
10.	<p>Ad Hoc Committee Reports</p> <p>.1 Marketing/Advertising- Travis Website development is going well. Justine updated on last marketing meeting - updating flyers and other media to print and get out before the next open house. Still need to update bio information on staff for website. Hoping to launch new website soon (This month) - will send to board soon so we can look at and comment before it goes live.</p> <p>.2 Strategic Planning Committee- Philip Still anticipating timing to be compliant with initial agreement 2 upcoming breakout sessions with 2 groups (See below) Draft to board to review soon with presentation. Brainstorming about building out the strategic planning committee with new board members. Still trying to engage MFB with more conversations around Cass Ave project.</p> <p>.3 Reauthorization- Abby</p> <p>.4 Evaluation/Leadership- Abby/Amelia Justine - Feb 20th Courtney - April 16th Lisa will register them</p> <p>.5 Policy - Travis Summary of updated policies: https://docs.google.com/document/d/1pWKAEM3U4r36lw_uYDVWj3ujPB6gV3NlopHfYbKj8jY/edit?usp=gmail</p> <ul style="list-style-type: none"> - Don't have to vote on new policies tonight if need more time to go over them. - Clarified the attendance update - gives board the option to remove a board member for 3 or more absences in a 12 month period with $\frac{2}{3}$ vote of board. <p>.6 Board Liaison- A Team (Travis), Facilities (Kevin)</p> <ul style="list-style-type: none"> - No updates. 	All	6:08	Report
Reports to the Board				
11.	<p>Executive Director's Report</p> <p>Current Significant Issues:</p> <ul style="list-style-type: none"> - Ms. Jaclyn will be starting the new year with a space (old special Ed. room) after moving some folks 	Lisa	6:18	Report

around before break.

- School wide COVID outbreak before break was actually unprecedented, looking at anything we could have done more quickly to reduce spread, but generally we go above and beyond. Will likely be able to pay a small fee, if anything for the Monday where we didn't have 75% student attendance (does not count as a day of instruction).
- Continued COVID mitigation (masks, separate lunches) through this week.
- Hired a new/old para (Ms. Chloe!) and a new special education instructional aide.
- We now have 3 paras working towards their teaching certification.
- MFB construction will not begin in April as originally planned. Changed architects on project. Earliest will break ground is late spring, early summer.

Committee Updates:

Finance- We are still waiting on the amendments to Title funds. The finance committee discussed beginning budget planning for next year earlier than we usually do (in February). We know that the strategic planning will have financial implications for the future years to come, but for next year our main priority must be to MAINTAIN what we currently have. We pay for a few positions out of ESSER funds (additional math interventionist, additional SEL interventionist, additional para) and some curriculum. ESSER funds end at the end of this year. We can show with our data that not only are these expenditures helping to address learning loss from COVID, but also that we have continued to grow even better despite going through the pandemic. Maintaining these positions and programming is the first priority and getting a good look at what that will take sooner rather than later will help us make the right choices.

Facilities- Electrical work on the server and on "exit" lighting by the stairwell was completed over break

Evaluation- Nothing new since last month- move meeting + add Doug?

Marketing and Tech- Talked through priorities for the remainder of the year

Safety committee: We articulated a communications plan for the safety report and the things that we will do coming out of that:

1. Communicate in the Link Letter
2. Provide video people can listen to or watch

Schedule a follow up meeting (in person or virtual) for people to ask questions and give feedback- with the safety committee all participating in that

Strategic Planning:

Strategic Planning-S.

Parents of Color Listening Session: Jan 17 from
7:00-8:30 PM

<https://us06web.zoom.us/join/9876543210?pwd=QjZkdzFpdUJwZWdScWVudDlRcTg3Lm9k>

Non-Traditional Families Listening Session: Jan 16
from 7:00-8:30 PM

<https://us06web.zoom.us/join/9178290200?pwd=OWRlTGZkdDZkdzNkQWdUc0o0eUJldj09>

Families who are unable to attend are welcome to set up a time where I can speak with them one on one. Attached are the two PDFs with the hyperlinks.

Continuous Improvement Plan:

- AER Report based on our MSTEP scores from the previous year- Sarah Cooper will present
 - [AER Coverletter](#) (will be posted on website)
 - [Slide deck](#)
 - Required report by state. MSTEP data used for school index report (rate schools 0-100). Our rating is 98.5/100 based on student growth and proficiency, school quality and student success.
 - Met growth targets (ELA 57.05, Math 35.80). Got an A grade in this ELA 78.31%, Math 62.65%
 - Met proficiency - are students at grade level? Also got an A.
 - Student subgroups performance -

“significantly above average” only large subgroup at our school is economically disadvantaged (those who would qualify for free and reduced lunch)

- Comparison to peer schools (similar in size and demographics) throughout the state - B grade.
- School Quality and student success index (attendance, access to Art/PE, Librarian or Media Specialist?) - 91.56
- Assessment participation - 100% participation (Goal is 95%)
- Support Category - universal support (met all categories, did not qualify for any special help)
- Test Data graph from M-STEP results - see in slide deck. Much higher than other Kent County schools or state schools in proficiency in ELA. Also leading in math but not as much higher than other county/state schools.
- US News and World Report ratings came out again recently - 12th charter elementary school in the state. 2nd in the City. 3rd in the county. (very opaque ratings system).
- We have continued to grow year over year despite coming out of COVID “bucking the trend”.
- Philip - how can we thank the staff as a board for all their hard work?
- Sana - should be in person.
- Post a congratulations and the ratings in the Link Letter? Post on Facebook?
- Next month, we will share the mid-year Reading, Math and SEL data

12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	6:51	Action
14.	New Business .1 Final Vote to appoint Douglas Meeks to the board		Action

Appreciate he went through all the interviews and continued coming to meetings when not initially selected.

Motion to vote on Doug Meeks as a board member::

1st- PS 2nd- JB

Vote to elect Doug Meeks to the board:

CMK - yes

AS - yes

PS - yes

ST - yes

AG - yes

KD - yes

TL - yes

JB - yes

Doug Meeks recited Oath of Office:

.2 Election of New VP

Abby nominated TL

Travis - happy to do that for the rest of this term.

Motion to vote on Travis as VP through the end of 2023-2024 term. 1st AS 2nd: JB

CMK - yes

AS - yes

PS - yes

ST - yes

AG - yes

KD - yes

TL - yes

JB - yes

.3. Policy Updates Winter 2024

Motion to vote on all new policies in a block

1st - AS 2nd - KD All - aye

Motion to vote to approve policy updates:

1st - TL 2nd - JB all - aye.

Closing

15.	Public Comment (Please limit comments to 3-5 minutes)			Comment
16.	Adjourn	Abby	6:57	Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Travis LaFluer - TL

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Abby Sutter - AS

Justine Burdette- JB

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Philip Strom - PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, December 11th, 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
Opening			
1. Call to Order	Stephen	6:05	Action
2. Roll Call .1 Present: ST, AJ, AS, AG, TL, JB, LN .2 Absent: PS, CMK .3 Guests: Doug Meeks, Matteah Spencer Reppart, Sana Amash, Maryam Trout.	Stephen		Action
3. Approval of Agenda 1st- AS 2nd- AJ All- Aye	Stephen		Action
4. Approval of Minutes 1st- AS 2nd- AJ All - Aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) None		6:05	Comment
Reports from the Board			
6. President's Report Doug's position on board is being voted on by GRPS board tonight Goodbye to Anne - she will be greatly missed! Will decide on new Vice President at January meeting Stephen will post a nomination document on shared drive prior to that.	Stephen	6:05	Report
7. Executive Committee Report None	Anne		Report
8. Finance Committee Report KD not here - Lisa will share about last meeting during executive director's report below	Kevin		
9. Secretary's Report	Amelia		

Justine will introduce herself on Facebook before next month's meeting (Jan)				
10.	<p>Ad Hoc Committee Reports</p> <p>.1 Marketing/Advertising- Travis Still working on the website.</p> <p>.2 Strategic Planning Committee- Philip PS - not here. Will get virtual update</p> <p>.3 Reauthorization- Abby</p> <p>.4 Evaluation/Leadership- Amelia</p> <ul style="list-style-type: none"> - Committee met - Will go over Lisa's goals tonight - Need to train Justine and Courtney - Add Doug to our committee to take over next year? - Mid year check in? Committee will meet in January re this <p>.5 Policy - Travis Had a call with the policy group a couple weeks ago - nothing yet sent on what was discussed at that meeting so nothing to vote on yet. Some updates on acceptable use of AI for students, update on board attendance, update on free/low cost lunches (we already do this).</p> <p>.6 Board Liaison- A Team (Travis) -no, Facilities (Kevin) KD absent.</p>	All	6:08	Report
Reports to the Board				
11.	<p>Executive Director's Report</p> <p><u>Current Significant Issues:</u></p> <ul style="list-style-type: none"> - Reminder to follow up with Abby about a GRCDC 6th grade info night with alum parents and children- set a date for January? Lisa and Abby will work on this. - Postings for: Para (FT because of job share) we have had some good applicants, part time Special Education (nearly impossible to fill) - may need to look for a full time person next year. . - Looking at possible space restructuring for music in the new year - goal to have Jackie have her own space to teach music. <p><u>Continuous improvement plan:</u></p> <ul style="list-style-type: none"> - Sarah and I have continued with the work of restructuring the A Team and Teacher Council to instead become 4 advisory committees that all 	Lisa	6:14	Report

teachers and some interventionists/paras work on: Reading, Math, SEL, District Processes.. The structure will be finalized on next Tuesday and the committees will begin working towards their goals in January

- Lisa's Goals for the year:
 - Create and maintain at least 2 external partnerships to move forward executive level work within the school related to longer term strategic planning (ongoing-with new evidence measures)
 - Increase capacity throughout the district, using current resources in new or more intentional ways, so that my role can shift to allow for more/new Executive Director-articulating what the "new" work is- focus on one or two things (something tangible to measure here)
 - - Increase intentional schoolwide communication and connection

Committee updates:

Finance- Amendment will come out likely next month or Feb- we are still waiting for the state to release updated amounts for our Title funds. We are not required to do a midyear budget amendment, but it does seem to work well for us and be a best practice. In years past, these numbers have been released on December 1. We still haven't received them yet, and we want the most accurate picture of our finances when passing the amendment.

Facilities- Heard back from MFB about emergency planning (we can use them as our evacuation space - Lisa will go meet the new head of security there.), but not about construction planning. The meeting with the Safety Consultants needed to shift to this week because of Lisa being out with COVID. It is tomorrow at 1pm.

Electrical estimates to update our electrical grid to ensure all classrooms can have window units (and the price of the units) was more than 300,000. This is an insurmountable cost and we will not go forward with that plan at this time

Evaluation- Discussed draft goals with the committee. Vote in January

Also talked about mid-year feedback touch point, monthly check in meetings/more informal check ins, and a structure for written feedback in the final eval

Marketing and Tech- Need to reschedule meeting due to me having COVID and Justine ill, as well

Safety committee: Meeting this Wednesday

Moving Forward:

- Decide on HOW to feature families or staff on the Board FB posts and in meetings (Justine?)
- Meeting dates and times for recruitment/marketing reschedule

12. Strategic Planning Report Dawn and Libby (virtually) Dawn 6:31 Report

Timeline:

- Feb 2024 communicate pathway and training for emergent strategic planning group
- Oct - Jan 2024 - Generation and selection of inspired actions with virtual round tables as well as staff and board surveys.
- September 2024 - Small group discussions with tangible dreams for their school. Mapping processes with planning team
- August 2024 - Setting up planning committee and interviews with school staff

Highlights From conversations:

- 1) Financial transparency - reduce burdens, strengthen the team.
- 2) Create more physical space to better meet needs of students
- 3) Admin, parents, teachers at capacity?
- 4) SEL used to support teachers, paras, parents, children
- 5) How nurture new partnerships for community connections/student admissions
- 6) How can we stay true to Reggio philosophy?

Will end up with a 5-year strategic plan

What is our capacity as a board to support a strategic plan what needs to change?

- Utilizing community resources better - ST
- Any inefficiencies you notice? When we look for new board members next year what expertise are we missing on board that is needed? - ST
- Onboarding for new board members - AS
- Use of executive committee - who has what job? - AS
- Help identify priority areas of "executive director role" - LN
- What can the board take on to increase Lisa's capacity? - ST
- We do not have a human resource department - what does this look like in other organizations this

<p>size? That is another role Lisa takes on - Sana Amash</p> <ul style="list-style-type: none"> - Do we have outside mediation support? Yes - but have not used it yet (dispute resolution center). Updating in our policy book - AS - Disconnect between board and Family Team - tighten up this relationship. -TL - We need something to react to - what does that look like timeline wise? - JB 			
Business			
13.	Old Business (previously moved) None	7:15	Action
14.	New Business None		Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes) Lisa - Thank Anne for her service to board and school, you (and you kids) will be very missed. Anne - kids thrived at this school, I loved being on the board. Matteah - Still processing from all the experiences last year. Child thriving in 6th grade. Big change from how he did his last 2 years here. Want to make sure there is still examining route causes of what happened last year? Maryam - I take that really hard as a parent. Feel I don't have clarity over what happened last year that Matteah was talking about. Lisa - definitely something we are still talking about, working on policies and processes. Sana - relationships between teachers and parents important, SEL important at home as well as school. Doug - thanks for bringing this up, you were part of why I joined the board - because of what you shared last year.		Comment
16.	Adjourn	Abby 7:33	Action

School Leadership:

Executive Director- Lisa Nuyens LN
Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

Executive Committee-

President- Stephen Tanner - ST
Vice President- Anne Jbara- AJ
Treasurer- Kevin Davis- KD
Secretary- Amelia Grayson- AG

Abby Sutter - AS

Travis LaFleur- TL

Justine Burdette- JB

Courtney Myers-Keaton- CMK

Philip Strom - PS

GRCDC Board Members:

Members at Large:

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 November 13th, 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
Opening			
1. Call to Order	Stephen	6:07	Action
2. Roll Call .1 Present:PS, JB, AJ, ST, AG, AS, TL, CMK, KD, LN (Ex Dir) .2 Absent:NA .3 Guests:Sarah C, Sana A	Stephen	6:07	Action
3. Approval of Agenda 1st- AJ 2nd- PS All- Yes	Stephen	6:08	Action
4. Approval of Minutes 1st- AS 2nd- KD All- Yes	Stephen	6:08	Action
5. Public Comment (Please limit comments to 3-5 minutes) None		6:08	Comment
Reports from the Board			
6. President's Report- Financial document from GRPS shared with Board	Stephen	6:09	Report
7. Executive Committee Report- none	Anne	6:09	Report
8. Finance Committee Report- 403 B for staff- talking with Lisa and will follow up at later date	Kevin	6:09	
9. Secretary's Report- name plates for new members, new sign in sheet created for comments portion designation, CMK will do board intro on FB page for next meeting	Amelia	6:11	
10. Ad Hoc Committee Reports	All	6:11	Report

- .1 Marketing/Advertising- Travis- website updates, questions and updates being done, headshots needed for board members for website
- .2 Strategic Planning Committee- Philip- work groups, sub committees being discussed
- .3 Reauthorization- N/A
- .4 Evaluation/Leadership- Amelia- Will schedule meeting with LN, AG, AS for Dec
- .5 Policy- Travis- meeting coming up soon
- .6 Board Liaison- A Team (Travis- none,, Facilities (Kevin)- safety meeting coming up soon

Reports to the Board

11. Executive Director's Report Lisa 6:14 Report

Current Significant Issues:

- Application for next year is open- we will have Open Houses on January 16 and March 12- board table at event- timing from 5-6:30
- -So far for applications, with just a FB ad we have: 24 for Kindergarten, 6 for 1st, 1 for 2nd, 2 for 3rd, 2 for 4th
- We held the information session for 5th graders and their families last Tuesday
- GRPS released restructuring plan- doesn't look like it impacts the schools that our kids funnel into in 6th

Update on Continuous Improvement Plan:

- We have decided to have a math, reading, SEL and staffing goal for our Equity Strategic Planning- we believe these goals will guide the creation of an action plan that complements the District Strategic plan, but is not redundant
- The Teacher Council, A Team, and eventually the full teaching staff worked together to try to solve the problem for this year of needing more time to work on our priorities- we have decided to break Teacher Council and A Team into two sub committees at this time: one each for math, reading and district processes and use our existing early release Tuesdays to meet
- Sarah and I will present updates of our Academic and SEL data for the fall.
- MATH-12% tier 3, 52% tier 2, 36% tier 1- should be

pyramid so a bit off but consistent with national average

- 16% kids at mid/above grade level- last year- this year 18% mid/above grade level
- Greater percent in grades 3rd/4th in tier 3 need group- putting extra support in those grades
- Fed Econ status- higher percent of tier 3 in lower income homes
- 37 students in tier 3 MATH- break down of different subgroups represented in group- 7 special ed, 8 new GRCDC students- non K, 23 students of color
- Reading- 11% tier 3, 26% tier 2, 63% tier 1
- 58% last year mid/above and 63% this year at/above grade level
- 3/4th higher groups in tier 3 again- getting extra support
- 44 in tier 3 READING- 12 special ed, 21, students of color, , 6 new to GRCDC- non K
- SEL- 6%- tier 3, 14% tier 2, 80% tier 3
- 16 student- 12 are male, 8 children of color
- 4 goals in Math, reading, SEL and district Processes by March 2026
- Implementing suite 360 curriculum for tier 2/tier 3
- Tier 2- Angie/Trevor working 2x per week, Tier 3 3-4 times per week, A Team is focused on consistent tier 1 themes in every classroom

PDF of the slides the above data came from are also posted for the public to look at

Committee Work:

Finance- No news this month, next month will be budget amendment

Facilities- No updates this month- I have not heard anything back from MFB in a bit about traffic study- trying to contact the head of security to refresh relationship, part of safety plan

We are considering some movement of spaces over winter break to see if we can get music a dedicated space

Evaluation- We need to finalize my goals for the year- Amelia will set

Marketing and Tech- No current updates from me- but I do have some needs- need to work through recruitment and strategy for community outreach- Travis will set meeting

Safety committee: We have received the report from SEC and Rachel and I will be meeting with the consultant on 11/30. Overall, we have a lot of good practices and some very specific focus areas for improvement/strengthening.

The path forward seems clear and we will have a meeting to review as soon as Rachel and I are able to meet with the consultant- meeting Dec 13th- will discuss grant suggestions

Strategic Planning-Dawn and Libby have advised us to begin working with the strategic planning work group. We believe the size of this groups should be 8-10 people which includes parents and staff and is led by me

Dawn and Libby are planning to present a virtual update at the December Board meeting- will record and share to community

Note: Dawn had COVID after her visit and some family health emergencies- I have emailed with the team this past week and advised on times and days to hold the virtual listening sessions for parents of color.

Next Steps:

- Decide on Open House Attendance
- Decide on HOW to feature families or staff on the Board FB posts and in meetings (Justine?)
- Meeting dates and times for recruitment, eval, and strategic planning committees, please

12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	6:56	Action
14.	New Business .1 .1 Final approval of new board members Justine Burdette and Courtney Myers-Keaton 1st- AS 2nd- KD All- YES .2 Swearing in of new Board Members- both recited Oath 6:58pm .3 Advancement of new board member to GRPS- Doug Meeks 1st- AS 2nd- PS All- YES	6:57	Action

Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment
16.	Adjourn	Abby	7:30 Action

School Leadership:

Executive Director- Lisa Nuyens Heyne-

LNH

Pedagoga- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner- ST

Vice President- Anne Jbara- AJ

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter- AS

Travis LaFluer- TL

Phili Strom- PS

Justine Burdette- JB

Courtney Myers-Keaton- CMK

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, October 9th, 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
Opening				
1.	Call to Order	Stephen	6:00	Action
2.	Roll Call .1 Present: ST, PS, TL, AG .2 Absent: KD, Lisa Nuyens, executive director .3 Guests: Doug Meeks, Justine Burdette, Courtney Myers-Keaton, Micheal Foster (Plante Moran)	Stephen		Action
3.	Approval of Agenda 1st - PS 2nd - AJ All- aye	Stephen		Action
4.	Approval of Minutes 1st- TL 2nd- AG All- aye	Stephen		Action
5.	Public Comment (Please limit comments to 3-5 minutes) - none		6:02	Comment

Reports from the Board				
6.	<p>Plante Moran Audit Report</p> <ul style="list-style-type: none"> - Went over draft financial report (June 30, 2023) - Issuing an unmodified opinion - based on audit did not find any misstatements in our financial statements - highest level of opinion. - Went over numbers in more detail on: <ul style="list-style-type: none"> Governmental Fund Balance Sheet (p. 13) Governmental Fund - statement of revenues, expenditures and changes in fund balance (p. 15) Required Supplementary Information Budgetary Comparison Schedule General Fund (p. 31) - projected budget was very close to actual budget. <p>Went over Report to Board of Education Letter - successful audit, no surprises, no issues.</p> <p>Abby S : Any Recommendations from audit? “We recommend the School implements a new process annually to review the check signers at the board meeting when the board treasurer is set. At this meeting the board can determine who should have the check signer access and formally approve.” ie. Make sure list of who is allowed to sign checks gets updated (the previous treasurer was still on that list). Formal process should be put in place to make sure this does not happen. This has been updated since the audit and no missing funds found</p> <p>Fund Balance at 26%</p>	Stephen	6:05	Report
7.	<p>President’s Report</p> <p>Retreat date Monday - Oct 23 6-8 pm</p> <p>Does anyone want to be responsible for food? Can get food from Luna again? Travis LaFleur can do this. Can pick up school credit card from Lisa prior to picking up food.</p>			
8.	Executive Committee Report	Anne		Report
9.	Finance Committee Report	Kevin		
10.	<p>Secretary’s Report -</p> <p>Amelia will get name plates for the 2 new board members. Stephen will invite people via facebook to next board meeting.</p>	Amelia		
11.	<p>Ad Hoc Committee Reports</p> <p>.1 Marketing/Advertising- Travis - Stephen and Travis still working on the new website.</p> <p>.2 Strategic Planning Committee- Philip - consultants were on site last week and many of us attended a listening circle session. Talking about other ways to</p>	All	6:25	Report

engage community members that were unable to come in person to a meeting.

.3 Reauthorization- Abby

.4 Evaluation/Leadership- Amelia

.5 Policy- Travis

.6 Board Liaison- A Team (Travis), Facilities (Kevin)

Reports to the Board

C Executive Director's Report

Lisa

6:30

Report

Current Significant Issues:

- Diagnostic Data presentation will happen in November for Fall diagnostics (reading, math, SEL)
- Dawn and Libby were here last week. Next steps for them is a family survey, a meeting with the strategic planning committee and some focused listening groups
- Family/teacher conferences are happening today and tomorrow- give the teacher in your child's life a little extra boost- they conduct these with their full minds and hearts

Continuous Improvement Plan:

- The Travel Team for Equity will be in Indianapolis for the second part of our learning. To prepare for this meeting, we have deeply analyzed our data, drafted inequity statements related to our data, and agreed on 3 goals to work towards that we think will have the greatest impact at our school. We also explored both facilitators and barriers towards meeting those goals. This work was done by the full A Team + Sarah and was facilitated in partnership with Dr. Elise Swinford, our coach from the MAP Equity Center.
- Goals - working draft:
https://docs.google.com/document/d/1didBLF8NPS1wkX_rjaYpeV1ehx5RrbbQ_2Tqbi6_c-4/edit?usp=sharing

Update on Strategic Plan Implementation

-For Board Members who were unable to attend one of the listening circles, there will be other ways to engage in giving feedback and sharing reflections with Dawn and Libby in the next couple of weeks

Committee Updates:

Finance-Audit will be presented today. Finance Committee exploring the possibility of a RFP for business management and accounting services

Facilities- We have one estimate right now for the electrical work necessary for our tech server and window units in every classroom. Depending on whether we need to adjust the amount of electricity flowing into the building this will cost between 10-60K, according to this one estimate. We are seeking 2 more estimates.

Strategic Planning- Meeting with Dawn and Libby will be set shortly

Evaluation- Will begin meeting after the committee for this year is determined.

Marketing and Tech- No current updates from me

Safety committee: meeting on 10/18- our Safety Needs Assessment was completed on September 26. The "results" meeting will come in 3-6 weeks depending how long it takes the firm to complete the final report

Abby would like to work on Celebration Spotlight in board meeting.

Template in shared drive for Retreat planning - Abby met with Lisa in the past.

Philip wants to make sure the Retreat is used effectively

- Finalize committees
- Hearing more about Lisa Equity work
- Plan for budgeting for repairs for old building
- Discussion about when agenda/minutes should appear in link letter.

12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	6:20	Action
14.	New Business .1 Plant Moran School financial statement presentation (presented above) Motion to accept draft audit as presented: 1st- PS 2nd- AS All- aye .2 1st- 2nd- All-		Action

Closing				
15.	Public Comment (Please limit comments to 3-5 minutes)			Comment
	<p>Courtney Myers-Keaton - will be out of town at a work conference during retreat - she thinks she will be able to call in.</p> <p>Is there a place to see the budgeting information? Abby - Click on transparency reporting circle at top right corner of the GRCDC website has all this information.</p> <p>Abby - Wreath sale going on through family team, hopefully movie will get rescheduled.</p>			
16.	Adjourn	Abby	6:48	Action

School Leadership:

Executive Director- Lisa Nuyens Heyne-

LNH

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President-Stephen Tanner- ST

Vice President- Anne Jbara- AJ

Treasurer-Kevin Davis-KD

Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter - AS

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, September 11th, 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
Opening			
1. Call to Order	Stephen	6:05	Action
2. Roll Call .1 Present: AS, AG, ST, PS, AJ, KD, Lisa Nuyens (executive director) .2 Absent: TL .3 Guests: Justine Burdette, Courtney Myers-Keaton, Doug Meeks.	Stephen		Action
3. Approval of Agenda 1st- AS 2nd- AJ All- Aye	Stephen		Action
4. Approval of Minutes 1st- AS 2nd- KD All- Aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) - none		6:05	Comment
Reports from the Board			
6. President's Report - Nothing to report	Stephen	6:06	Report
7. Executive Committee Report - Nothing to report	Anne		Report
8. Finance Committee Report - Nothing to report (yet) - Audit happening now - results will likely be presented at our November meeting.	Kevin		
9. Secretary's Report - Nothing to report.	Amelia		
10. Ad Hoc Committee Reports	All	6:07	Report

- .1 Marketing/Advertising- Travis
-nothing to report
- .2 Strategic Planning Committee- Phil
Met last Friday (9/8/23) - Lisa will report on this during her executive report
Dawn and Libby will be on campus 1st week of Oct.
Talked about topics that are priorities to incorporate in strategic planning.
Will meet with teachers, staff, families, students, board members and other interested stakeholders.
Talked about marketing to get good participation in these meetings.
- .3 Reauthorization- NA
- .4 Evaluation/Leadership- NA
- .5 Policy- Travis
 - None to report
- .6 Board Liaison- A Team (Travis), Facilities (Kevin)
 - Nothing to report

Reports to the Board

11.	Executive Director's Report	Lisa	6:09	Report
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Current Significant Issues:

- Opening of the school year is going smoothly - we are fully staffed. Have had some COVID sickness.
- Reading and Math: Diagnostic testing is happening right now. On Sept 29, we will have our data day to assign students to tiered support. The Board should expect a fall data presentation at the November meeting, as I will be out for the October meeting in Indianapolis for Part 2 of the Equity Conference.
- Legislators repealed a law to report on academic data 3x a year - but Lisa plans to continue this practice.
- Sarah and I are focusing our efforts on improving the Special Education systems at GRCDC- communication, documentation, and stronger services. Have 2 great staff members for special ed. Ms. Danielle and Mr. Alec. We have historically had a lack of routine and processes around special ed. so focusing on that.
- Danielle will meet with each general Ed. teacher regarding how the kids who are part of special ed in their class are doing once every 6 weeks.
- Some of our mental health grant money is being used to purchase curriculum from Navigate 360

(SEL curriculum). This company has partnered with the state of Michigan for MI Cares- which means we will have access to the Tier 1 and staff facing resources for free and then we will pay for Tier II and Tier III resources. This is in order to continue to strengthen our SEL resources and keeping things consistent throughout the school is essential for our equity work-

https://docs.google.com/presentation/d/1zsiNdzVJSsQparm6ElhHIZ9WMtFHGI2zM85Iisa_ChY/edit?usp=sharing

<https://talesoflatortugita.weebly.com/blog/-children-with-special-rights-in-reggio-emilia-a-story-of-the-possible>

<https://navigate360.com/blog-news/sel-michigan-cares/>

Committee Work:

Finance- Audit is completed in draft form. Will likely present to the board at Nov. meeting as Lisa will be out of town in Oct. HN has had another staffing change and Molly Vincent will no longer be working with us. Tessa will be servicing us for now. Kevin and I will be setting the meeting dates for the year today.

Philip S. Question about if we have looked at other companies other than HN? Could we hire our own accountant instead? Have tried to bid this before and all bids were astronomically high compared to HN. HN is local and they give us a non-profit discount. Had a bumpy year with them but historically had been smooth. No specific policy on how often we should look for other bids for this.

Facilities- Nothing new right now- no meeting necessary.

Strategic Planning- We had a meeting with the current full committee on Friday (9/8/23). This meeting explored things related but not entirely held by the formal strategic planning process, along with an update on the process and feedback for the consultants.

https://docs.google.com/presentation/u/0/d/1gS6wSSPB_YmWaSoBKDCIkPNZSY6fHZnhKqfKhi_p-Sal/edit

Evaluation- Will begin meeting after the committee for this year is determined.

Marketing and Tech- No current updates from me

Update on Strategic Plan Implementation

Dawn and Libby will be visiting GRCDC on October 3-5. They will be immersing themselves in GRCDC during the day and will have several times available to meet with families, staff, and board members. I respectfully request that each board member attend one of the possible meetings- there are 4 options:

4:30 on 10/3 or 10/4

7:00 on 10/3 or 10/4

-The committee reviewed Dawn and Libby's initially proposed focus areas and asked for some tighter focus/recalibration around:

- Clarified articulation of our financial priorities for the future with the role of fundraising outside of the traditional state funding (what is most important to our full community to focus our efforts? And what do we need and how do we know?)
- How does our Reggio inspiration connect to curriculum and systemic collaboration, including our connection with GRPS and role in the broader community? How will our plan connect emotion with an action orientation?
- What is the role of growth in our future- preschool, middle school, more classes, etc.?

https://drive.google.com/file/d/1zA9sFQarAM3gyl801-5QyDDb-rSulGI/view?usp=drive_link

Safety committee meeting October 18th. All the same folks from last year are on the committee.

Miscellaneous discussion:

Stephen T. has some engineering/road architecture professionals he knows who are willing to help consult about road architecture during this building/construction process to give us advice.

- MFB wants to turn Cass into a 2 way street. They also have a traffic engineer working on this from their side. Street will need to be widened. Whose property does this take away from?

<p>Lisa would like to occasionally do some celebrations about good things happening in our school at board meetings. Spotlight on a student etc. Idea came from GRPS board meeting. Will discuss more at our retreat.</p> <p>Talked about pamphlets (trifold), bookmarks, stickers, swag, etc. needed for GRCDC table at GRPS expos. Abby OK to be in charge of this. Stephen will reorder the needed printed materials.</p>			
12.	<p>Family Team Report (Quarterly)</p> <p>Stephen - can we put family team meetings on the GRCDC google calendar? Make Google calendar easy to find on website.</p> <p>Lisa will look into it - new co-stewards for Family Team this year.</p>		Report
Business			
13.	<p>Old Business (previously moved)</p> <p>.1 N/A</p>	6:39 pm	Action
14.	<p>New Business</p> <p>.1 Authorization of 2023-2024 school calendar.</p> <p>1st- PS 2nd - AS All - Aye</p> <p>.2 Advancement of 2 new board members to GRPS for approval.</p> <ul style="list-style-type: none"> - Interviewed 8 candidates for these positions. All of them were great. Interviewing committee putting forth Justine Burdette and Courtney Myers-Keaton as candidates to forward on to the GRPS board to approve for service on the GRCDC board. They each introduced themselves. - Justine Burdette - Owner of a PR firm. GR resident for 10 years. Worked for the Right Place and MI Biz previously. One child at GRCDC (1st grade). Glad to be part of this community. Loves the values of the school. <ul style="list-style-type: none"> - Kevin asked if her only PR experience was with her own firm? Worked with a lot of PR firms when she worked at MI Biz - so was on the other side. - How would use her experience for GRCDC? Story creation - what media is looking for. - Courtney Myers-Keaton - Director of The Coalition to End Homelessness. Has increased staff from 1.5 to 7 people in her tenure. Increased funding in various 		Action

<p>ways.. Background in public health. Worked at Healthy Homes coalition of West MI, and Great Start Parent coalition. Developed a manifesto on race and equity in early childhood systems. Passionate about diversity and equity. 1 kid in GRPS (GR Montessori) and one child at GRCDC. Very interested in strategic planning component.</p> <p>- Kevin asked about grant writing.</p> <p>Courtney states grant writing is not hard if you have experience (she does) the hardest part is finding the grants to apply to. Happy to lend these skills to GRCDC.</p> <p>Vote to approve candidates:</p> <p>Abby S. - moves to go to a vote to approve Justine Burdette as a new board member Phil S. - seconds.</p> <p>All - Aye</p> <p>Abby S - move to vote to approve Courtney Myers-Keaton as a new board member. Kevin D. Seconds. All - Aye</p>			
Closing			
15.	<p>Public Comment (Please limit comments to 3-5 minutes)</p> <p>Doug - feels we have picked excellent board members. Happy Lisa is going to continue to report our academic data 3x a year. Feels it was a misstep for the legislature to overturn that law. Likes coming to board meetings to hear what is actually going on at the school. Finds it refreshing. Feels much of this is not being communicated to the parents. Likes when the board agenda is in the Link Letter.</p> <p>Abby - reiterated how many great candidates we had interested in the board openings. Happy we have such amazing skill sets in our community and feels we should tap into this in other ways - place on committees etc.</p>	Comment	
16.	Adjourn	Abby	7:04 Action

School Leadership:

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

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner- ST
Vice President- Anne Jbara- AJ
Treasurer- Kevin Davis- KD
Secretary- Amelia Grayson- AG

Members at Large:

Abby Sutter- AS
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, August 14th, 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
Opening			
1. Call to Order	Stephen	6:08	Action
2. Roll Call .1 Present: AG, ST, KD, AJ, TL, Lisa Nuyens (executive director) .2 Absent: PS, AS .3 Guests: Douglas Meeks, Justin Rabaatz, Chris Laporte, Amy Heckman.	Stephen		Action
3. Approval of Agenda 1st- AG 2nd- AJ All- aye	Stephen		Action
4. Approval of Minutes 1st- TL 2nd- KD All- aye	Stephen		Action
5. Public Comment (Please limit comments to 3-5 minutes) Justin - 2nd grade parent - starting this year. Would like to put his hat in for a board position. Comes from a family of educators. Moved to GR a few years ago. Looking for opportunities to be part of the school community.		6:08	Comment
Reports from the Board			
6. President's Report 5 more board applicants to interview Then the interview committee will give the whole board a recommendation on who they believe would best fit with what needs the board currently has. Will have to submit those names to the GRPS board for approval Hope to have 2 new board members by Oct. Board members schedule for table at Orientation -	Stephen	6:10	Report

Anne J. - 4-5p Steven 5-6p Amelia 6-7p				
7.	Executive Committee Report - Nothing to report	Anne		Report
8.	Finance Committee Report - Nothing to report	Kevin		
9.	Secretary's Report - Nothing to report	Amelia		
10.	Ad Hoc Committee Reports .1 Marketing/Advertising- Travis - Stephen and Travis met last Friday re website. At a point where they can start to review content. Will get the best version together and will work with Lisa on this. - Ongoing project .2 Strategic Planning Committee- Philip - site visit of strategic planning firm will be here Oct 3-5th. .3 Reauthorization- NA .4 Evaluation/Leadership- NA .5 Policy- Travis - Sent out updated policies on Friday. Any questions? No. - Information security - connecting with vendors to let them know about our data security policies they are subject to by partnering with us - Web accessibility - piggybacking on KSD approach. Travis to follow-up with Lisa on this. - 8400 academy safety - revisit threat assessment portion after upcoming training. This was removed for now so can approve as is - Staff acceptable use policy update - added some use around AI tools. Straightforward, appropriate, flexible. Since we do not have an IT department - possibly this can be an offshoot of the marketing committee. Recommends we approve policies as are. .6 Board Liaison- A Team (Travis), Facilities (Kevin) - new cement poured!! Less treacherous than old brick. Next plan is to replace front doors after safety assessment to see what is recommended. ESSR funds will be used.	All	6:12	Report

Reports to the Board

11. Executive Director's Report

Lisa

6:16

Report

Current Significant Issues:

- We opened with teaching staff on August 7. This truly felt like a continuation. Our focus is on "alignment".
- Today was Opening Day for the Full Staff (woot!) Focus on a strong Tier 1 SEL schoolwide
- A team led much of this day.
- Sarah, Maranda, Elly and I traveled to Indianapolis for our first Equity Strategic Planning session- right now we are analyzing data, setting goals, and gathering a context survey. Making sure strategic planning firm also has this information so is in alignment. (we ask that all Board members take this survey- linked in the Resources column- it should take about 10-15 minutes)
- We have hired and happily welcome our new custodian, Shane Cooperwood, who started on July 31. Building has never been this clean. Experience in hospitals.
- We still are hiring for one full time para - Ms. Kelly moving to lunch aide role. Have an offer out for this position.
- Enrollment right now is at 285. We will likely still see some movement up and down for the next 3 weeks. Waitlists for all grades except 4th and 5th. Typically settles post Labor day.

All board members need to do:

https://www.surveymonkey.com/r/GR_CDC

Curriculum/Academics-

The math pilot has received final approval from the A Team and Teacher council!

SEL

The A Team implemented Tier 1 training today. Angie and Trevor have already begun meeting with teachers for students they supported last year, to help support smooth transitions and will spend the first 6 weeks supporting in Tier 2

- We had an opportunity thrive session last Tuesday for teachers only. Teachers took the Personal Wellness Inventory to help identify needs for coaching and we talked about the Continuum for Intentional Belonging (Awareness, Acknowledgement, Acceptance, Appreciation, Accommodation)

Committee Work:

Finance- audit kick off conversation tomorrow, have been doing a lot online for past 2 weeks. Lisa does not expect any problems.

Facilities- The cement has been installed in the front of our building! Elevator (brand new mechanically) being worked on now - should be ready by Thursday.

Safety- Confirmed that we have until Sept 2024 to spend the safety grant money, so makes sense to wait on the Safety Needs Assessment to make decisions

Evaluation - Due date for this year's goals?

<https://drive.google.com/file/d/1PCHultgoKjmED-IVekDhku90KfzpNyij/view?usp=sharing>

Update on Strategic Plan Implementation

-Dawn and Libby are beginning listening sessions virtually for all staff. Trying to talk to as many staff as possible.

-Dawn and Libby will be visiting in person October 3-5

- meet with strategic committee board member in person while here. Will meet with others virtually later.

Next Steps:

- Determine who will be at the Board table for Orientation and plan for your table set up- might be good to also select at least 2 folks who will be willing to the the Expos this year- typically in Oct and January
- Decide on plan for Public Comment Cards- would you like me to make a mock up?
- Begin planning Board retreat- super helpful article about [Board orientation for new members here](#)
- **NEW:** take the Equity Strat Plan Survey Linked in the Direct action section

12. Family Team Report (Quarterly)

Report

- No family team member to report.

Business

13. Old Business (previously moved)

6:29

Action

.1 Oath of Office for new Fiscal year for ST, KD

**I do solemnly swear (or affirm) that I
will support the Constitution of the
United States and the constitution of
this state, and that I will faithfully**

discharge the duties of the office of
Board of Directors for the Grand
Rapids Child Discovery Center.....
according to the best of my ability. -

Kevin Davis and Steven Tanner recited
this.

.2 Annual Policy book legal items including adoption of
Regular Board meetings 2023-2024
Motion to approve all the policy updates for the fall
term
1st - KD, 2nd - TL, All - aye.

14.	New Business - none	Action
Closing		
15.	Public Comment (Please limit comments to 3-5 minutes) - Doug asked a question about the new math pilot - Lisa explained in 3-4th grade math block after full math lesson will be broken up into groups so 3 adults with math expertise will work with “just right groups” to help with math growth. Goal to get Tier 1 students (on grade level) to also grow at a greater rate (as Tier 2 and 3 students are).	Comment
16.	Adjourn	Abby 6:38 Action

School Leadership:

Executive Director- Lisa Nuyens Heyne-
LNH

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

Executive Committee-

President- Stephen Tanner- ST

Vice President- Anne Jbara- AJ

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Abby Sutter- AS

Travis LaFluer- TL

Phili Strom- PS

Members at Large:

GRCDC Board Members:

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, July 10th, 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
Opening			
1. Call to Order	Abby	6:10	Action
2. Roll Call .1 Present:AS, AG, AJ, PS, TL, Lisa Nuyens .2 Absent: ST, KD .3 Guests: Amykay Heckman, Chris LaPorte (both parents of former GRCDC Students, both interested in the board openings)	Abby		Action
3. Approval of Agenda 1st- PS 2nd- AJ All- aye	Abby		Action
4. Approval of Minutes 1st- TL 2nd- AJ All- aye	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes)		6:11	Comment
Reports from the Board			
6. President's Report Abby thanked the board for their support during her board presidency term, ending today. Need to approve regular meeting schedule for this year Thank you for being part of committees	Abby	6:12	Report
7. Executive Committee Report Anne thanked Abby for her leadership and support over the past couple years.	Anne		Report
8. Finance Committee Report	Kevin		
9. Secretary's Report	Amelia		
10. Ad Hoc Committee Reports (need updates on leads)	All	6:16	Report

.1 Marketing/Advertising- Travis

- Productive meeting with Stephen, Travis, Lisa, Rachel about the new website.
- Stephen and Travis meeting on Friday to go over next steps.

.2 Strategic Planning Committee- Phil

- Weekly check-ins happening with consultants and Lisa.
- Lisa and Phil met with Mary Free Bed about hospital expansion across from our school - so far just an update of the timeline and forming relationships.

.3 Reauthorization- N/A

- On hold for next 2 years - just reauthorized in May for 3 years.

.4 Evaluation/Leadership- Amelia

- Evaluation signed and given to Rachel
- New contract with Lisa has been signed.

.5 Policy- Travis

- Not ready to vote on these yet
- Next steps are to send any questions to the charter school policy people.
- Sent us notes about Lisa and Travis's meeting with them.
- Policy book needs to be updated prior to next school year.
- Some updates we do today will need to be sent to them so they can update dates these were done
- Policy updates
 - Student assessment update
 - Procurement - probably will not apply to us
 - Animals on school property - specifically around a service animal, vs ES animal (accommodation for a disability). Lean on IEP team to decide accommodations - school as a whole does not need to make a decision on this. (we already have an animals in the building policy)
 - School safety - wait on this until staff all trained in the safety training decided on - then add that to policy (will not vote on this in August).

- Accommodations for accessibility of web content, apps etc. Moving target (vote on in August)
- Technology updates
 - Acceptable use - regarding student's use of technology.
 - Acceptable use -staff use of technology - 2 factor authentication. Will need in the future (not voting on this this August). Includes AI - staff needs to use in a responsible manner (need further guide rules)
 - Information security - any vendors held to the same security policies we hold ourselves to. Skyward only major web based vendor we use.
 - What constitutes electronic stored information

There will be a special log-in for board to see approved and pending policies.

Would be good to have a technology committee on the board in the future.

.6 Board Liaison- A Team (Travis), Facilities (Kevin)

- Nothing to report.

Reports to the Board

11.	Executive Director's Report	Lisa	6:40	Report
	<u>Immediate/Current Actions/updates:</u>			
	<ul style="list-style-type: none"> - We have hired a music teacher! Jaclyn Klinger will begin building our general music education program (aligned with our philosophy and values) from the ground up this summer! Full time teaching will begin with the new school year. Students will have music 2x a week. Teacher will travel from classroom to classroom. - Goal to have both teachers from each grade have one planning period together during the week. - Adding music ensures that our students have full offerings of "during the school day" specials- twice a week movement, twice a week music, and half group Studio. Next steps would be to grow back our extracurriculars, find out about partnering with GRPS for sports and see if we can add any kind of language program 			

- We are actively interviewing Custodian/Maintenance candidates. Prioritizing school cleaning experience. Andre's last day was June 30th. Goal to have someone to start on August 1st.
- The A Team will be serving as our Equity Team (again) with the addition of Sarah Cooper. The team has identified a travel team to attend the conferences with IU (Sarah, Lisa, Maranda, and Elly Cotton)- we will attend our first conference in August
- We did receive a proposal from J. Kloote for some custom outdoor classroom construction- this will now go to the committee for review (sana, andrew, trevor and me). Also looking at making a path through the rain garden

Philip - fundraising around the music program to help with new supplies that are needed?

Lisa - plan to build out music program over 3 years, can afford initial supplies but may need more funds to expand program as we go.

Curriculum/Academics-

We are working on the "math pilot" as discussed at the last board meeting, which will allow for differentiation in Tier 1 in the math block. Designed by teacher council, round table with paras about plan and to get input/interest since they are involved in implementation. We will start first with 3rd grade and 4th grade for this pilot. Dedicated math para will come to classes to help with tier 1 math lessons. The goal of this is to increase growth for children who are at, near, or above grade level

- We have GREAT para's! Goal going forward is to use para's in more intentional ways such that they can be the most effective.

SEL-

The A Team is working on professional development for all staff during opening weeks on two aspects of Tier 1 SEL: 1) recognizing and giving feedback for behavior and 2) consistent Tier 1 practices in all classrooms

5 of our teachers gave time in their summers to attend the 4 day Responsive Classroom Core training (Mark, Maryam, Kelly, Harmony, and Carley).

Finance- Audit scheduling the week of August 7. Board will get 3-mail from Plant Moran asking if we want to report anything.

Facilities- Got some estimates for new front door.

Safety- We are scheduling our needs assessment survey for September. The consultant recommended that we wait until after the needs assessment to determine how to spend the remainder of the safety grant. They said that the state has extended by 1 year the deadline for spending the grant to 9/30/2024- Lisa working on confirming this

- Abby - Could also do fundraising around safety needs?

Evaluation-none

Strategic Planning:

Currently having weekly calls with Dawn and Libby (Sarah C. joining for ½ of these), as they build their knowledge and context for the school. Planning a site visit for September.

Phil and I had an initial meeting with MFB about their construction timeline and will determine a cadence for connection to plan for any potential impacts and opportunities. Confirmed that Cass is shared between the School and MFB - each own ½ the street. Will not start until at least April 2024. First order of business is to figure out how to do pick-up and drop off during this project.

Upcoming:

Need board table at orientation and both expos.

Plan for public comment cards at board meetings (Abby interested in helping with this).

Board Orientation

12.	Family Team Report (Quarterly) Next president should touch base with Family Team. 2 new stewards will start next year (Amy and Lyanna)	Report
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Business

13.	Old Business (previously moved) .1 N/A	7:26	Action
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14.	New Business .1 Renewal of Term for AJ, ST. Motion to discuss renewal of terms for Anne and Stephen. 1st - PS 2nd - AJ all - aye Open position previously held by AF (expired 6/30/23- now 6/30/26).	Action
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- .2 Discussion and vote on Officer positions
- .3 Oath of Office for new Fiscal year
- .4 Annual Policy book legal items including adoption of Regular Board meetings 2023-2024- Special 2nd June meeting date for Budget approval- 6/19/24 ?

Closing

15. Public Comment (Please limit comments to 3-5 minutes) Comment
- Amy Heckman - 4 children all alumni of GRCDC. Oldest 24yo started at GRCDC in Kindergarten. Has been involved in Family team, part of executive team at the old building, committed to and well versed in Reggio Emilia principles. Background is child development, recently working in HR. Feels being on board would be a good way to give back to school community. Has submitted both resume and letter of intent.
- Chris Laporte - From a family of early childhood educators. Step-daughter went to this school for 2 years was a great experience for her. Believes this form of education leads to life-long learning. Experience as an educator, works for Aquinas as an art teacher, involved in the philanthropy community in Grand Rapids.
- Abby - will get a sub committee of board members together to interview Amy and Chris. Encourages them to continue to come to meetings.
- Lisa - Amy's experience in early childhood could be helpful. Both have good connections in the community. Both have base love for Reggio philosophy.

16. Adjourn Abby 7:55 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-

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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
Opening			
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
Reports from the Board			
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	Kevin	6:08	

This was discussed at length by executive committee over e-mail while creating contract and again in it's final version.

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.

<p>- 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 innovative way to use Parapros. Want to make sure each person employed here is used to their maximum benefit.</p> <p>- A Team going to Indianapolis for equity work education in August.</p> <p>Travis - Lisa, Steve, Rachel and I meeting tomorrow about website.</p>				
7.	Adjourn	Abby	6:41	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/>

Agenda	Person	Time	Purpose
Opening			
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
Reports from the Board			

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

Reports to the Board				
11.	<p>Executive Director's Report</p> <p>Current Significant Updates or Issues</p> <ul style="list-style-type: none"> -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 <p>2. Update on Strategic Plan Implementation</p> <p><u>Curriculum and Culture/SEL End of the Year Data:</u></p> <p><u>End of Year Data Summary</u></p> <ul style="list-style-type: none"> - 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. <p>SAFETY AND SECURITY:</p> <p>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.</p> <p>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!</p> <p>Abby - how many non-staff members involved in safety committee? Lisa - 6 parents involved.</p> <p>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.</p> <p>Anne: Adult SEL program turnout? Great - Filled the room, very engaged.</p>	Lisa	6:28	Report

3. Direct Action Updates: - No additional at this time 4. Facilities Update No new updates 5. <u>Finance Updates-</u>			
12.	Family Team Report (Quarterly)		Report
Business			
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
Closing			
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:

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

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: 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
Opening			
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
Reports from the Board			
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

GRPS Liaison:

Matthew Beresford

Executive Committee-

President- Abby Sutter- AS
Vice President- Anne Jbara- AJ
Treasurer- Kevin Davis- KD
Secretary- Amelia Grayson- AG

Amber Fox- AF
Travis LaFluer- TL
Phili Strom- PS

Members at Large:

Stephen Tanner- ST

GRCDC Board Members:

Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, May 8th, 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
Opening			
1. Call to Order	Abby	6:05	Action
2. Roll Call Present: AS, AG, ST, PS, AJ, KD, TL, Lisa Nuyens (executive director) Absent: AF Public: Maranda Hofheinz, Danielle Starke, Sana Amash, Maryam Trout, Sarah Cooper, Doug Meeks, Matteah Reppart, Trevor Gilbert.	Abby		Action
3. Approval of Agenda 1st- AJ 2nd - KD All - aye	Abby		Action
4. Approval of Minutes 1st- PS 2nd - KD All - aye	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) -none at this time		6:07	Comment
Reports from the Board			
6. President's Report June meeting is busy - 2 meetings -normal meeting - go over budget, Lisa Evaluation at the end - 2 weeks later budget meeting - to approve budget July - officer elections, new fiscal year for the board.	Abby	6:08	Report
7. Executive Committee Report - No updates	Anne		Report
8. Finance Committee Report - No new informations	Kevin		
9. Secretary's Report - Amber did invite this month - Stephen will do Facebook invite in June, Kevin in July - Amelia will look for more professional board member name plates.	Amelia		
10. Ad Hoc Committee Reports- Need update on leads .1 Marketing/Advertising- Travis	All	6:12	Report

- Replatforming website- Travis and Stephen still working on technical infrastructure, plan to meet with Lisa in early summer to plan out content
 - Plan to go live before next school year
 - Abby talked about hiring photographer to get new pics of teacher/staff/boards
 - Have enough postcards for at least the first expo next year. Lisa will get more brochures printed - has been using at job fairs for teachers as well.
- .2 Strategic Planning Committee- Philip
- Contract signed with Variable Scoop LLC
- .3 Reauthorization- Abby
- Packet resubmitted with edits
 - Lisa and Abby will go to GRPS board meeting next Monday to answer any questions GRPS board has. Expected to vote on reauthorization at that meeting.
 - Feedback so far has been positive
 - Philip asked if any more support needed from board members
 - Lisa - if any other board members want to come, please do.
- .4 Evaluation/Leadership- Amelia
- June meeting when we evaluate - closed session after meeting
 - Lisa will send out her self rating by June 2nd with supporting information and Amelia will send out full rubrics and the rating sheets.
 - Travis will not be there. He can send an email with any comments or questions on specific domain/characteristics/factors that he wants us to take into account when rating.
 - Time to address what Lisa has been doing as a school leader during the recent challenges.
- .5 Policy- Travis
- List of proposed updates from the charter school policy company.
 - Have some time to look at and discuss prior to voting on them.
 - Abby recommended voting on these in July
 - Travis - deadline is July 31st.
 - Travis and Lisa need to meet with NCSI - National Charter School Institute - Patrick Kreger is our rep.
- .6 Board Liaison- A Team (Travis), Facilities (Kevin)
- OK for parent to be a part of the Facilities Committee - Chris Ervine interested.

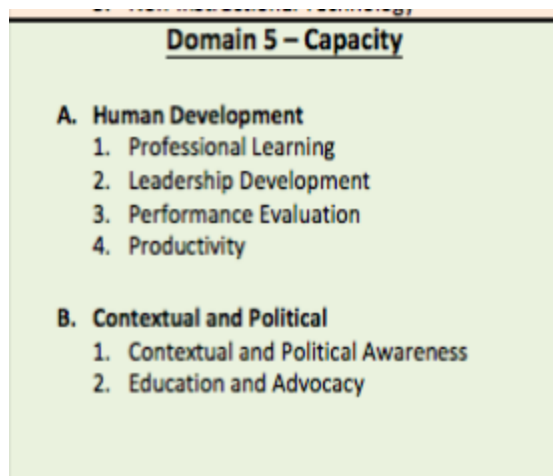
Reports to the Board				
11.	Executive Director's Report	Lisa	6:32	Report
	Current Significant Updates or Issues <ul style="list-style-type: none"> - Baby bunnies on playground doing well. - Busy and exciting time of year at GRCDC. The school dance was a great success, this week is Teacher/Staff Appreciation Week (with spring celebration for students on Friday), EOY Celebration on June 1, 5th grade Field trip June 6 and 5th grade promotion on June 8! MSTEP also currently happening. - We are in our staff planning phase- so far for next year we know we need to hire 1 para, 1 music teacher, possibly 1 special education resource teacher. - We are working with HN for the second budget amendment (and final) for the year - this will be voted on in June. Concern about us dipping into fund balance due to a mistake made by HN in the fall. Meeting in person next week with HN for initial 2023-2024 budget planning - have 5 hours blocked off. - Abby - rep from HN coming to the June budget meeting? - No come for audit. - We have a plan in place for providing compensatory time (because Ms. Danielle was out for awhile) for students who had resource room minutes on their IEPs and are creating plans in partnership with families. Working on this proactively because we know this happened. Compensatory time happens outside of the normal school day. There will be an extra cost for this as it is extra time outside of normal school time. - We created and put in the Link a parent survey for all children who will be looping, so that we can consistently take parent feedback along with teacher feedback into account when creating class lists- this came out of some of the concerns expressed at last month's meeting - Abby and Lisa will attend the GRPS Board Meeting next Monday, during which our reauthorization should be addressed. - What does orientation look like to a new class for kids entering a new loop? Lisa - families will get a letter in August about their new teacher info. Have been 			

putting info about looping out in the Link Letter
-maybe add to individual teacher's newsletter as well?

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](#)



2. Update on Strategic Plan Implementation

Curriculum:

CP Meetings and A Team/Teacher Council meetings have been focusing heavily on our Math GROWTH GOAL. We have done two rounds of data analysis and planning around this. The most recent of which you can view a summary of [here](#). In the data, we noticed that children 2 or 3 years below grade level are consistently meeting their growth goals and beyond- showing us that this year our Tier III math support is working. We are seeing less growth in students who are in Tier I and that is the problem of practice we are looking at and planning to address in our work preparing for 23-24 school year for math, specifically. The percentage of students meeting growth goals for reading is higher than for math, even though we have had the math curriculum longer. Based on comparisons to

national trends last Spring pre and post COVID, we predict that our math growth data will still outpace national trends, but is not yet getting us where we need and want to be for the school improvement goals we have set. How can we use resources we currently have better?

Abby - despite setbacks, closures etc. thanked staff/Lisa for not using COVID as an excuse but being aggressive around academic standards.

Culture:

Adult SEL- Continuing the collaboration with Opportunity Thrive- both for full group professional development and targeted coaching supports. For next year, we plan for all instructional staff to take a Personal Wellness Inventory so coaching and other personalized reports can be offered to all who may benefit from them (per our conversation at the last meeting). This will not rely on a teacher having to ask for it.

We are trying out our first family-focused SEL event, co-designed and led by our SEL Interventionists Trevor and Angie in partnership with Amber Fox. This event has 2 goals- one to increase connection among parents and the other to begin growing our social emotional learning as a full school community. Will serve a meal and have childcare at this event.

Student SEL- We are continuing to research and adjust ways to make our 3 tiers of SEL even stronger. Trevor and I shifted schedules this month to make sure that one of us is predictably on call for every hour of the day, so that Trevor will not be interrupted by a support call when he is to be implementing Tier III interventions.

More broadly, the A Team completed a [Tiered Fidelity Inventory](#) of all 3 tiers of our SEL support. We then took the most urgent and specific areas where we didn't score the highest rating and had the full staff work together to analyze what is happening and come up with actions to address this. The areas were:

- Consistency in Tier I (universal) practices schoolwide
- Tier II interventions matched to student needs/a formal process for this
- Consistency in use of SWIS (formal office referral) data

- Multiple ongoing interventions with documented evidence of effectiveness (have in Tier III, but not Tier II)
- A developed Tier II team
- A Tier 1 schoolwide system for behavior feedback and recognition

We are currently planning next steps around these items to make our Tier II delivery stronger and ensure consistency in Tier I. We are considering an intervention curriculum for SEL to be used by the SEL interventionists and possibly classroom teachers.

SAFETY AND SECURITY:

- We are getting a quote for new front doors

We had our first School Safety Committee meeting, composed of parents and staff, focused on different aspects of school safety. It would be ideal for a Board member to also be part of the committee. Any interest? Possibly Kevin?

- Updating school safety plan
- Staff training
- What are we missing SEL curriculum (i.e lesson on bullying, cyberbullying)?
- Safety needs assessment - local group recommended by ISD and GRPD - Lisa applied for funds
- Critical incident mapping - local vendor recommended by GRPD. - Lisa applied for funds

Lisa had a call with a sales representative from ALICE training and plan to purchase the online course for the staff next year (1 year certification), per their recommendation. After the staff is certified in ALICE training working through the modules, we can have in person instructors work with the staff, as well.

There is also a student component to this- to stay safe in all emergency situations. Staff has requested more training on safety, active shooter situations etc. other than drills.

Abby - modules able to be accessed throughout the year?

Lisa - yes

Abby - what happened to funds from safety grant?

Lisa- some can go toward ALICE training - will continue to be an ongoing cost for this after those funds are gone. Also want to use those funds for an intercom system. Complicated due to electrical system in our building -possibly can use ethernet.

Philip - local perspective on safety - based on our neighborhood?

Lisa - groups we hope to have doing safety needs assessment and critical incident mapping are local - recommended by GRPD.

3. Direct Action Updates:

- No additional at this time

4. Facilities Update

- Elevator set to be completed by 7/1/2023 - paid for through ESSR instead of General Operating Budget funds.
- Boiler less than originally budgeted for
- Front walkway work to happen this summer (remove the brick, add cement) has been causing falls.
- Exploring asphalt and wood chip options for play ground
- Needs: fencing and signage on top of the "coal room" to keep kids out.
- Working on a quote to refresh and maintain the rain garden and some outdoor classroom planning and installation (green space fund and green revolving fund - \$10,000 in fund). Hoping to design install through summer to be ready next year.

5. Finance Updates-

Next month will be a big one!

12.	Family Team Report	NA	Report
Business			
13.	Old Business (previously moved) .1 N/A		Action
14.	New Business .1 Copier Lease Proposal	7:04	Action
We lease our copiers and the lease is up. We received a quote from our current company Kraft, which we were inclined to go with as we have been happy with their service. The finance committee asked for 3 quotes to make sure that Kraft was giving us the best price and keeping up with the trends and the times.			

Once we got additional quotes, we were able to use the quotes to negotiate a lower cost with Kraft. The Noordyk quote was the cheapest, and we were able to get Kraft to match that quote. Because of our history with Kraft, we would like to keep our ongoing relationship with them, especially as they were willing to match the other company's quote.

Here are the quotes:

[Kraft](#)

[Konica](#)

[Noordyk](#)

Rachel has met with each company and negotiated the lower rate with Kraft. I request that the board approve a contract with Kraft to continue to lease and service our copiers.

1st - PS 2nd - KD All - Aye

Closing

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

Comment

Travis - are we in a position where chromebooks are now out of date? Lisa - some of those we purchased are no longer able to be updated so will need to buy new ones. We need to build this into our budget ongoing. Happy to take any ideas. Travis will research.

Abby - wipe them and sell them cheap?

Miranda - they are in pretty rough shape.

Doug Meeks - when is our authorization up?

Abby - end of June it ends. GRPS board will vote at May meeting to reauthorize. Built into our contract that there is a year buffer if they decide not to renew.

Doug Meeks - ALICE program costs online vs in person?

Comment about looking into in person training as well. Wants to give teachers the resources they need.

Lisa - did not quote in person cost yet - are starting with online first and see how it goes.

Abby - GRPS and GRPD have come and completed an overview of needs of the building for safety.

Matteah Rappart - commented on how much she learns in board meetings she does not know as a parent. Celebrating of 5th grade promotion. Would like more parent/classroom connections. Celebrating extraordinary care given to herself and her child lately. Worries what is sustainable for administration to be able to hold as they are only a few

<p>individuals - hopes their wellbeing is being thought of. Review of bullying policy language. Feels school is possibly too lenient on bullying about what is tolerated -would like more specificity in the policy.</p> <p>Philip - acknowledged the teachers/staff in the room. Hope you can feel the love we have for you all. We understand the job is not easy and we have respect for you all.</p> <p>Melinda - wanted to thank everyone for their time and keeping the building afloat.</p>			
16.	Adjourn	Name	7:25 Action

School Leadership:

Executive Director- Lisa Nuyens- LN
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: 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.	Abby	6:15	Report

June 30th is when new board term starts.				
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	Lisa	6:29	Report

- ☐ 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 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](#)

Domain 4 - Processes	
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.
-

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 Lisa to please reach out to Sarah Cooper.

Parent - asked how kids were chosen to be interviewed in an investigation? Recommended could attach board 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 head 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 - parent's loved her). 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

School Leadership:

Executive Director- Lisa Nuyens Heyne-

LNH

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

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Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Stephen Tanner- ST

Amber Fox- AF

Travis LaFluer- TL

Phili Strom- PS

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, March 13, 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
Opening			
1. Call to Order	Abby	6:05	Action
2. Roll Call Present: AS, AJ, KD, ST, PS. AG, TL Absent: AF, Lisa Nuyens Guests: none	Abby		Action
3. Approval of Agenda 1st - ST 2nd - AJ All - aye	Abby		Action
4. Approval of Minutes - February 2023 meeting and special meeting February minutes - 1st - ST 2nd- TL All - aye Special meeting minutes -1st - PS 2nd - KD All - aye	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes)		6:07	Comment
Reports from the Board			
6. President's Report - Notified complainant family about decision regarding Ms. Moushey. - Lisa and Sarah working with dispute resolution center on some possible restorative community building repair in 5th grade class. Cost of this is low enough that no board approval is needed.	Abby	6:07	Report
7. Executive Committee Report No updates.	Anne		Report
8. Finance Committee Report No updates	Kevin		
9. Secretary's Report Phil did board invitation and invite to board meeting	Amelia		

Travis L. will do invitation and invite next meeting				
10.	Ad Hoc Committee Reports- Need update on leads	All	6:10	Report
.1 Marketing/Advertising- Travis				
<ul style="list-style-type: none">- Stephen - have not found a good fit for the website designer. Stephen did some tentative building on a website builder (Wix). Feels they (Stephen and Travis) can do it themselves.				
.2 Strategic Planning Committee - Amber				
<ul style="list-style-type: none">- Last meeting cancelled due to snow day.- Anissa no longer on the strategic planning committee due to a new job.- Negotiating contract with the consulting group we are hiring to do strategic planning.- Per Philip contract looks pretty straight forward.- Would start in May- Plan to deliver all 4 phases by March 2024.				
.3 Reauthorization- Abby				
<ul style="list-style-type: none">- Did finalize draft and submit to GRPS - waiting to hear if any edits/modifications are needed.- Goal is for Anya and Matthew to review with the education team of board and answer any questions as our liaisons and recommend reauthorization. Lisa would go to GRPS board meeting.				
.4 Evaluation/Leadership- Amelia				
<ul style="list-style-type: none">- Domain 3 factors were sent - realized that I accidentally only sent it to Abby - resent to whole board.- Philip not trained yet. Will connect with MASA again to try to find a time to do training. Posted training times do not work for him.				
.5 Policy - Travis				
<ul style="list-style-type: none">- Wrote to policy people to see if there are any policies that would speak to the investigation that just happened.- Abby talked about buying the whole policy book.- Policies are in the guiding documents on Board drive and there is a link from the website.- Should we make up an intake form for complaints? Lays out decision tree. Who is in charge of investigation.				
.6 Board Liaison- A Team (Travis), Facilities (Kevin)				
<ul style="list-style-type: none">- Neither Travis or Kevin have been to any meetings.				
Reports to the Board				

- | | | | | |
|-----|---|------|------|--------|
| 11. | Executive Director's Report - done by video tonight as Lisa not here. | Lisa | 6:30 | Report |
|-----|---|------|------|--------|

Current Significant Updates or Issues

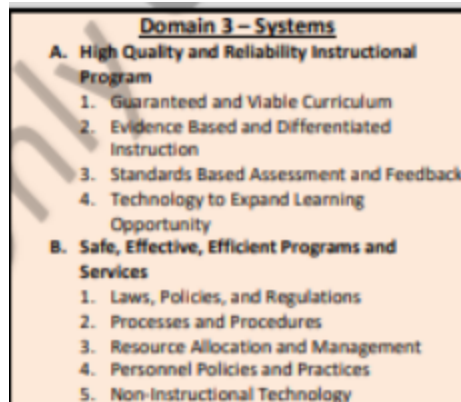
- ☐ Enrollment Lottery complete and posted on FB Live
- ☐ New 4th grade teacher, Carley Brown, has started- Open House/Meet and Greet for families tonight Please welcome her!
- ☐ I have hired a Special Education Instructional Aide, Alec Presley. He will begin 3/27. He has experience as a special education aide and is studying to be an Elementary teacher. He currently is in TCPS and relocating to Grand Rapids.
- ☐ This week I will be attending Education Career Fairs and MSU and SVSU for open positions for next year. In April I will attend GVSU
- ☐ I have had 2 interviews for the Music Teacher position and not yet found the right fit. It is possible this position may not be filled until next year. To find the right person, we need someone who is: passionate about SEL, interested in Reggio, willing to travel from room to room, aligned with our Equity core value AND willing/able/super excited to design, build, and implement a brand new music program- starting with literally nothing. This is a tall order for mid-year hiring.
- ☐ We have completed our draft of all Reauthorization docs for review by the GRPS team
- ☐ I met with the Dispute Resolution Center of West Michigan and have some possible plans for restoration conversations for the 5th grade, as well as future mediation for conflict
- ☐ I have put together an overview deck for GRCDC for Matthew to share with the academic team/Dr. Mitchell. It is still in DRAFT FORM, but you can [view the draft here](#).

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.

Domain 3:



The formative rubric can sometimes help to see the full details of a Domain. [See here](#)

2. Update on Strategic Plan Implementation

Curriculum:

The reading program this Board adopted and we are now implementing received a PERFECT score from ed reports:

Curriculum Review: Magnetic Reading Foundations (K-2) was reviewed independently by EdReports.org and received perfect scores! "The Magnetic Foundations materials meet the expectations for alignment to standards and research-based practices for foundational skills instruction." [Read the full report here](#) and/or [how it compares to other foundational skill reading program](#)

Culture:

I have applied to the [Midwest and Plains Equity Assistance Center](#) for Tier III Technical Assistance. This would be a 18 month partnership with professional learning, coaching, and planning services. The idea is that this partnership would support/compliment 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. I should hear in the next two weeks if we were approved for this assistance

SAFETY AND SECURITY:

- Doors not here yet.
- We had good interest from parents and staff for our School Safety Planning Committee. We will have our first meeting in the next month. I am additionally adding to the grant applications to include Section 97 c and 97 d. This is for a Safety Needs Assessment and Critical Incident Mapping. I have been in touch with GR's Emergency Manager and GRPD for guidance on preferred vendors. They have been helpful and I will submit the application by this Friday. I expect that we will be approved.

3. Direct Action Updates:

- No additional at this time

4. Facilities Update

- Nothing at this time.

5. Finance Updates-

Our finance committee was an "e meeting" due to catch up from multiple snow/ice days. The main holder of our account at HN is changing, as Megan is going on parental leave. HN had a data breach that needed to be communicated to current and former employees and that is in works, after the documents were reviewed by the committee.

- 2 concerning incidents with HN in last 4 months or so. Should we be worried about this? In past have been happy with HN. Per Kevin no reason to believe anyone's personal information has been "breached" but HN will send letters to current and former school employees regarding this breach.

12.	Family Team Report	NA	Report
Business			
13.	Old Business (previously moved) .1 N/A		Action
14.	New Business (Lisa joined by speaker phone) .1 Vote on Investigation Findings for Complaint Lisa Nuyens conflict of interest in regarding Ms. Moushey. Anne read her summary of complaint and investigation: "The GRCDC Board received a formal complaint on January 3, 2023, alleging a conflict of interest in the professional relationship between Lisa Nuyens and Kelly Moushey and a failure on Ms. Nuyens' part to appropriately address concerns regarding Ms. Moushey's classroom behavior.	6:38	Action

GRCDC Board members reviewed documents, including email communication regarding Ms. Moushey, interview notes and rubrics for the hiring process for the fifth grade teacher position last summer, and the coaching notes and development plan following Ms. Moushey's classroom observations this past fall. Additionally, Board members interviewed Pedagogista Sarah Cooper and partner teacher Elly Cotton and reviewed the results of the formal investigation conducted by Miller Johnson related to the previous complaint. The GRCDC board also has direct observation of Ms. Nuyens during meetings and conversations both in person and via email in regards to her open, honest and direct communication regarding relationships with staff.

Based on the information above, the Executive Committee did not find any evidence indicating the historical friendship between Lisa Nuyens and Kelly Moushey has created a conflict of interest. There is no evidence that their friendship has impacted how concerns regarding Ms. Moushey's teaching, leadership, or classroom behavior are reported or addressed. Ms. Nuyens has consistently addressed staffing concerns with all members of her team. She relies on the partnership with Sarah Cooper to talk through and address support and evaluations of the staff. Lisa Nuyens has been forthcoming about her friendships with staff members and makes sure that this dynamic does not play a role in the leadership of the school.

The Executive Committee brings these findings to the full board for approval and recommends that no further action be taken with respect to the allegations in this complaint."

Discussion:

- What happened in hiring Ms. Moushey? Lisa recused herself from the hiring process for Ms.

<p>Moushey - did not give her own scores to be taken into account in the hiring decision. Went over who was on the hiring team.</p> <ul style="list-style-type: none"> - Double checked that the formal investigation report from the previous complaint was also taken into account. - Abby went over again all the things gone over in the investigation which are briefly named in the above summary. <p>Motion to accept findings of investigation/complaint: 1st - PS 2nd - Kevin All - aye</p> <p>.2 Vote to renew contract for L Nuyens in June- Exec</p> <ul style="list-style-type: none"> - Would be effective July 1st. - Today just discussion whether planning to renew Lisa's contract <p>Motion - Board plans to renew contract - we give board president leeway to hash out salary and details and bring back to the full board for approval between now and June. 1st - PS 2nd -AJ All - aye</p> <p>Committee to determine updates on salary and wording</p>			
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment
16.	Adjourn	Abby	6:51 Action

School Leadership:

Executive Director- Lisa Nuyens- LN
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

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: Tuesday February 21st, 2023 5:30pm- Special Meeng	Posng Address: 409 Lafayette Ave SE, Grand Rapids, MI 49503
Locaon: Grand Rapids Child Discovery Center- ZOOM	Publicaon: hp://grcdc.org/

Agenda	Person	Time
Opening		
1. Call to Order	Abby	5:34
2. Roll Call Present - AS, AG, PS, ST, AF, Lisa Nuyens (exec director) Absent - AJ, KD, TL Public - Mari (Parent), Matteah (parent) Sana Amash (teacher), Sarah Cooper (pedagogista), Mr. Trevor,	Abby	5:30
3. Approval of Agenda 1st - AF 2nd- PS All - aye	Abby	5:37
4. Public Comment (Please limit comments to 3-5 minutes)		5:37

New Business		
5. New Business Lisa Nuyens: Read a summary of the findings of the investigation, which read: "although it is clear that <the complainant's child> has had significant struggles over the last year, in terms of his mental health and classroom behavior, the Investigator found no evidence that <the teacher> is responsible. Nor did the Investigator find any evidence that <the teacher>'s behavior on classroom management caused emotional harm to other students. " Read a summary of the recommendations of the investigation, which read: "Based on the evidence and findings described above, the Investigator does not recommend any disciplinary action against Ms. Moushey. However, as with many teachers, particularly those working in a new grade level or environment, it would benefit	Abby	5:38

Moushey to continue to receive feedback and coaching from GRCDC administration, which is already occurring. Finally, the Investigator recommends that GRCDC administration continue to work in partnership with the family to support their son”.

Lisa also elaborated on what the investigation included - interviews of 5 families (including parents who filed the complaint), 10 students from the class, both school leaders, Ms. Moushey, and 4 other staff interviewed. Investigation was 66 pages long and very thorough.

**Motion to discuss voting to accept investigation findings:*

1st - ST AF - 2nd

Philip clarified the role of board vs. role of Lisa in the school.

- He believes it was the board’s responsibility to hire an outside investigator since a formal complaint was made to us and we did not feel we had the skills necessary to lead such an investigation, interview kids etc.
- Hiring, firing, discipline, staffing decisions are the purview of Lisa, teachers are part of a union and have a collective bargaining agreement, Philip cautions the board about overstepping our role.
- Thank you to everyone who participated in the investigation.

Amber - appreciated the thoroughness of the report, time and energy that went into it.

- Is there a way to work on this process in the future in order to not get to this point. Important to do this investigation based on the allegations, but the whole process was very expensive and took a lot of time, if we could avoid this level in the future that would be good.

Abby realized all complaints were made in good faith out of concern for the children.

Amber - process to mend relationships following this?

Abby asked Lisa to lay out extra supports in the classroom:

- Shifted more support to classroom - break up intervention and math block into 2 groups
- Paraprofessional Kelly Wiltse in there almost full time
- Looking at another block of time that class could be split in 2 as class has been doing well in small groups
- Possibly social studies/science/writing will be split this way
- Home to school folders (Tuesdays) for more specific, regular communications.
- Continuing coaching from Sarah C. and Lisa N. for Ms. Moushey.
- Students do self assessments of how they are doing and hand in to Lisa and can earn coupons for things.
- Classwide week to week incentive to earn.

Philip: This conversation is relevant to data on academic/learning data that was given at our last meeting. Data lag leads to interventions sometimes lagging. He stated he was proud of work the staff is doing collecting academic data and working on interventions to drive longer term decisions that will improve academic performance. Able to implement a little quicker due to being a smaller school.

Stephen: faith that Lisa/teacher/staff will continue to work to improve this situation because that is what they do, always work to be better.

**Motion to accept investigative findings and refer any matter regarding staff intervention to Lisa as per Board Policy 3139:*

1st- PS 2nd - AF All - aye

Closing

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

5:59

Parent 1- Thanks everyone here for the effort and energy that has gone into looking into this situation. Has been a terrifying situation to be in. Believes in the relationship centering of this school. Her son has heard from students in his class that he or his Mom were the reason these things were happening. Feels changes in the classroom have made a huge difference (in a good way) and she has noticed a difference in how her son comes home from school. Has hurt to feel there was disconnection from the relationships they value and that by speaking out they were hurting people they cared about. Thankful of the care that went into this situation. Has had some feelings of being unwelcome at school because she is part of the group that brought concerns. Just wanted to speak to how it has hurt to do this. Reminder that kids are following our example.

Parent 2 - just wanted to come and listen because was unsure what was going on in the classroom. Shocked that she is only one of two parents here. What does this say about our ability to come into spaces and have difficult conversations together? Has been wanting to have a class wide meeting to talk about divergent opinions. Appreciate the seriousness with which this was taken. Regardless of the results of the investigation this process was too long, it caused harm to the school system and the children. Caused an already overstressed system to be even more stressed due to another teacher being out.

Amber (as public) - talked about how school has changed. What she liked previously was the strength of the parent community. The community was family and that has changed. Feels COVID threw us off a lot and we were in survival mode. Does not believe something like this would have happened if we still had close relationships like that. WE, every individual, are the school.

Abby (as public) - there was a lot of hurt seen from families and that came through in the investigation. Hope we can all work toward restorative practices and that everyone feels like this is OUR place. It has been hard the last couple of months to feel that way - she also carried lots of angst when coming to the school. Wants students, families, teachers, and staff all to feel welcome. Work going forward to cause less harm in this situation. Hope to work out better ways to handle this in the future.

Ms. Amash - let parent #1 know we all will "wrap our arms around your son" and we don't want you or your son to feel unwelcome. We are here for you too.

7. Adjourn

Abby

6:15 pm

Grand Rapids Child Discovery Center Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, February 13th, 2023.

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:01	Action
2. Roll Call .1 Present: TL, KD, ST, AJ, AG, AS, PS, AF, LN (executive director) .2 Absent: .3 Guests: Sarah Cooper (Pedagogista), Matthew Beresford (GRPS), Sana Amash (Teacher)	Abby		Action
3. Approval of Agenda 1st- AJ 2nd- KD All- yes	Abby		Action
4. Approval of Minutes 1st- PS 2nd- TL All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) none		6:03	Comment
Reports from the Board			
6. President's Report Reauthorization draft to GRPS by end of the month. Do have updated information from all board members Proof of citizenship of board members - unsure what we need to provide - that info will be given once we know. School open house this Thursday 5-6:30pm - Ambertand Amelia will cover board table. Phil helped with table at GRPS expo - it was a good time.	Abby	6:03	Report
7. Executive Committee Report	Anne		Report
8. Finance Committee Report	Kevin		
9. Secretary's Report - Philip will do the invite for March meeting	Amelia		
10. Ad Hoc Committee Reports- Need update on leads .1 Marketing/Advertising- Travis - Handful of people reaching out to be part of website project. - If cannot find someone to do this Stephen and Travis think they can do it. - Do not want to work with a company due to cost. - Under \$5,000 is the budget. .2 Strategic Planning Committee- Phil - met with a consulting group (Valentine consulting LLC - Variable Scoop). Got all questions answered: Could make onsite presence work (and would fit within budget), one consultant from Greater Milwaukee area - familiarity with midwest and experience in K-12 school system, large part of work will be remote - this has been how they have done this in the past and it has worked well.	All	6:08	Report

<ul style="list-style-type: none"> - Felt good about hiring this group - feels they line up well with our school's values. - Would take about 9 months - Would like part of this to come from ESSR III funds. \$23,000 budget. - 4 phases - pay at each phase. - Would start in the spring following spring break. <p>.3 Reauthorization- Abby</p> <ul style="list-style-type: none"> - Draft will be turned into GRPS by end of month. - Process pretty streamlined - GRPS will vote on at June Meeting <p>.4 Evaluation/Leadership- Amelia- cover Domain 2</p> <ul style="list-style-type: none"> - No one had questions regarding domain 2 characteristics - Had a meeting with evaluation team - Lisa doing well on goals except for not being pulled to cover for teachers as so many people out sick or on leave it has been all hands on deck. <p>.5 Policy- Travis</p> <ul style="list-style-type: none"> - Latest updates we voted on were made. <p>.6 Board Liaison- A Team (Travis), Facilities (Kevin)</p> <ul style="list-style-type: none"> - No recent meetings or new things to report. 			
Reports to the Board			
11.	Executive Director's Report	Lisa	6:25
Current Significant Updates or Issues <ul style="list-style-type: none"> - Enrollment Application Kinder - 86 total (48 spots) with 32 siblings, 1st - 8, 2nd - 4, 3rd - 5, 4th - 3, 5th - 2 - We have hired a 3rd academic interventionist, Jordan Bell - full time. She is a certified teacher, originally from Michigan, taught in Texas. She is being onboarded and getting started. - We are in the final stages of the interview process for the open 4th grade position, and hope that we may be able to make announcement soon - Still no luck on Special Education Instructional Aide - Posted music teacher on Friday- hoping to hire part time this year to go into full time next year. - MANY staffing issues impacting our progress this month- 4 surgeries (3 of those unplanned) resulting in medical leaves, ongoing parental leave, ongoing admin leave, as well as regular illnesses. Some days, to staff the school appropriately has been a true challenge but have stayed open. Staff spread thin. 			
Report			

- Working on trying to get subs through EduStaff through GRPS but has not happened yet. They do not partner with charter schools.
- I am working on the draft of a new Parent Communication and Conflict Resolution Process document. This will be submitted in draft form first to the E Committee for feedback and then to the full Board for review. My plan is to put a final draft forward in March for approval by the Board.
- Working on Reauthorization draft due end of the month
- This is my contract year- I am on a three year contract. The contract reads that the Board will inform me by March of the intent to renew, with an employment agreement for the next cycle to be given to me for review by 3/31. Need to give notice to an administrator 90 days before the end of June if NOT going to renew their contract (per Matthew Beresford).
 - Special board meeting for this? Executive committee do initial draft and then send to a review?
 - Need to look at industry rate for Lisa's role especially in light of inflation.

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.

Domain 2:

<p><u>Domain 2 – Leadership</u></p> <p>A. Vision for Learning and Achievement</p> <ol style="list-style-type: none"> 1. Mission and Vision 2. Goals and Expectations <p>B. Culture for Learning</p> <ol style="list-style-type: none"> 1. Values, Beliefs, Principles, and Diversity 2. Language, Traditions, Celebrations, and Stories <p>C. Leadership Behavior</p> <ol style="list-style-type: none"> 1. Informed and Current 2. Strategic and Systemic 3. Fair, Legal, Honest, and Ethical 4. Adaptive and Resilient
--

The formative rubric can sometimes help to see the full details of a Domain. [See here](#)

2. Update on Strategic Plan Implementation

Curriculum-

See Academic Data and SEL Data Presentation here:

<https://docs.google.com/presentation/d/1dHLgOkeaTe3Elh9T2E8P8e5EDXbbjvS4Al8S403raRQ/edit?usp=sharing>

(also posted as a PDF)

Culture:

On January 17, we had a professional development with Opportunity Thrive titled [“Resilient Communities: Collaborative Health through Difficult Conversations”](#). This is the continuation of our Adult-focused SEL work. This was an opportunity for the staff to continue to work on how we respond to challenges (conflict, emotional harm, etc.) in the workplace while still being guided by [our norms](#) and core values.

On January 10, we had an all staff CP meeting for a full CLC on the social emotional learning data- focusing on Tier 3. The staff was divided into grade level teams with that team’s paras and a school wide group (specials teachers, admin, interventionists). It was difficult to pinpoint causal theories within our control and specifically focused on the racial disparity.

On January 31- virtual all staff CP- [Empathy Module \(CD\)](#). This module and chapter from Conscious Discipline is focused on the 5 steps of self regulation. Knowing how difficult January has been for the staff (and for many kids and families), this seemed like an important place to focus our energy. Using regulation and empathy in the right way is very important, and not something many of us were taught. This module and chapter emphasizes a 5 step process for regulation that all adults are learning and will practice, so that we may then be able to teach this to our kids (we can’t teach it if we haven’t mastered it ourselves)

I am step 1: I am triggered and I become my emotions

I calm step 2: Breathe and notice the internal state, letting emotions bubble up

I feel step 3: Identify and name the feeling, shifting from “I am angry” to “I feel angry”

I choose step 4: Relax, change states and reframe the problem

I solve step 5: Win-win solutions are abundant

On February 7- a joint A Team/TC meeting focused on adult needs in order to attend to kid needs. We specifically revisited in a more focused way the data narratives, causal theories, and action steps from the January 17 meeting. We reframed this to back up to the data narratives and try to define what staff needs in this moment in order to respond to what the data is telling us. Some of the needs included:

1. Being fully staffed and having subs available
2. More training around equity/racial disparity, as well autism/trauma/special needs
3. Building stronger relationships with families
4. More training for paras
5. Specific focus on culturally responsive SEL lessons and extensions (our curriculum is lacking here)
6. More clear direction and resources around Tier II and more consistent Tier III for SEL needs
7. A re-look at the ladder of consequences (what happens when we have tried everything on the ladder? How do we more successfully involve families)?
8. Help/coordinated response in making sure all children have basic needs met and building that bridge with families

All of these needs are relevant to the 3rd goal of our School Improvement Plan, focused on culturally responsive SEL. This can also inform our strategic planning process (especially the parent connection and relationship component).

SAFETY AND SECURITY:

- Doors for mid February- update: they have been shipped!
- Great news! We received a School Safety grant of about \$30,000. This will be used for a wireless intercom system, with any leftover monies being used for safety training.

3. Direct Action Updates:

- No additional at this time

4. Facilities Update

- Nothing at this time.

5. Finance Updates-

We have a finance committee meeting this Friday. We will be looking at a few requests that I have-

1. Possibility of additional paras through the end of the year (only relevant if there are viable applicants) Have had a really hard time getting people to apply.
2. Purchasing the Administrative Guidelines that go with our Policy Book. We explored this in 2018. Seems even more relevant and necessary now. There is a one time cost of \$7,150 - Lisa will be asking for this from finance committee.
3. Increased per diem rate for subs to \$200 daily - GRPS still higher than that.
4. Applied for school mental health grant.

Supporting Resources to give context to the data:

- [“It May Take Years to Recover from Pandemic Learning Loss”](#) CBS
- [“Most K-12 Parents Say the First Year of the Pandemic Had a Negative Impact on Their Child’s Education”](#) Pew Research
- [“How COVID Impacted Children’s Learning- and How We Can Get Back on Track”](#) World Economic Forum (with some relevant data points regarding the USA)
- [Educators See Gaps in Kids’ Emotional Growth, Post Pandemic](#) (education week)
- [“Headed Back to School: A Look at COVID 19’s Ongoing Impact on Children’s Health and Well Being”](#) (Kaiser Family Foundation)

Other relevant:

[“Teachers are in the Midst of a Burnout Crisis”](#) (cnbc)

[“Staffing Shortages Continue to Plague Schools”](#) (Washington Post)

[“Low Funding, Shortage, Absenteeism, Continue to Plague Schools Post Pandemic”](#) (wxyz)

[“Schools Across the Country are Struggling to Find Staff: Here’s Why”](#) (pbs)

12.	Family Team Report	NA	Report
Business			
13.	Old Business (previously moved) .1 N/A		Action
14.	New Business .1 Vote on funding approval for Strategic planning Motion to approve 23,000 in funds for strategic planning outside counsel - 1st - AF, 2nd - PS, all - yes	7:23	Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes) Message from parent in Sana's class: works at MFB. Researching best practice for active shooter situation. Worried GRCDC not doing the best practice on this. Recommends author Katherine Schweit on this. Lisa - will follow up with him. Have a safety grant we can use.		Comment
16.	Adjourn Board went into closed session to discuss HR issue	Name	7:29 Action

School Leadership:

Executive Director- Lisa Nuyens- LN
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
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Philip Strom- PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, January 9th, 2023

Location: Grand Rapids Child Discovery Center

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

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

Agenda		Person	Time	Purpose
Opening				
1.	Call to Order	Abby	6:00	Action
2.	Roll Call .1 Present: AS, AJ, AF, TL, ST, PS, AG .2 Absent: KD .3 Guests: LN executive director, Sana Amash - teacher, Sarah Cooper - , Danielle - interventionist	Abby		Action
3.	Approval of Agenda 1st- ST 2nd- AF All- yes	Abby		Action
4.	Approval of Minutes 1st- PS 2nd- ST All- yes	Abby		Action
5.	Public Comment (Please limit comments to 3-5 minutes) No comments tonight		6:03	Comment
Reports from the Board				
6.	President's Report - Outside counsel hired to investigate initial complaint - 2nd formal complaint being looked into by the executive committee - so far no outside investigation needed. - Have a new Expo coming up at City on Jan 26th (a thursday). 1-2 volunteers needed. - Open house on February 16th will be advertised at this expo. 1-2 volunteers needed. - Abby will send an e-mail out with dates for people to sign up.	Abby	6:04	Report
7.	Executive Committee Report No updates	Anne		Report
8.	Finance Committee Report Kevin absent today. Lisa states Tessa brought another member from Hungerford Nickles team (geraldine) to meet Lisa and see the school. She lives in Benton Harbor and works with public schools and nonprofits. Megan will be going on a pregnancy leave. Will move to an in-person format for initial budget meeting as budget this year different than 3 years ago and do not want any more errors.	Kevin		
9.	Secretary's Report Philip will do the invitation to the board meeting next month - forgot this month.	Amelia		
10.	Ad Hoc Committee Reports- Need update on leads .1 Marketing/Advertising- Travis - All print collateral is good to go - Stephen and Travis had had more meetings on website	All	6:14	Report

- Sent out notice for needing a web developer - will be posted in Link Letter this week?
 - Got feedback from Abby and Lisa for questions they had about website
 - Still need to talk to Kevin about adding to ongoing expenses.
- .2 Strategic Planning Committee- Amber
- Working on finding a time to meet
 - Philip will be part of committee'
 - One proposal has come in from RFP - was due Jan 6th.
- .3 Reauthorization- Abby
- Talked to Anya (Lisa and Anya)
 - Still finalizing information to them by beginning of Feb
 - They have plenty of time to tell us if they need anything more from us
 - They see themselves as ambassadors of our school and will recommend to GRPS board to re-authorize but want Abby and Lisa to attend the GRPS school board meeting.
 - Matthew hopes to get most questions answered for board subcommittees prior to actual reauthorization vote. Lisa may need to answer questions at this time.
- .4 Evaluation/Leadership- Amelia
- Committee will meet again prior to Feb board meeting
 - Philip will pick date he is available for training and we will get his registration switched to that date.
 - Will send first set of domains/factors out prior to Feb meeting so board members can ask any questions we have of Lisa.
- .5 Policy- Travis
- Travis sent out a summary of new policies and recommendations for how to vote on these.
 - Recommended against voting for policy about vendor relations as this does not come up for our school and would be an undue burden and FOR the new policy about sexual offenders and restrictions on access to school (based on update in MI law).
 - Other 2 updated policies should vote for. Fair labor standards act (space for breastfeeding mothers and legal requirements).
- .6 Board Liaison- A Team (Travis), Facilities (Kevin)

Reports to the Board

11. Executive Director's Report

Lisa

6:25

Report

Current Significant Updates or Issues

- 61 Kinder apps right now
- Expo on January 26 with another Open House in the building on 2/16
- Only 8 working days since we last met so not a lot of new news!
- Sarah and I are in the middle of interviewing for a 3rd Interventionist and Special Education Instructional Aide. Reluctant to hire someone just funded by ESSR with no plans to be able to keep them. Did decide to fund a temporary position due to COVID learning loss and needs of students. Will be funded to Dec 2024 by ESSR 3.
- Have had 6 applicants - requires teaching certificate.
- Have interviewed 2 people for this role - both seem viable.
- Would start ASAP once hired.
- Still interviewing for special education instructional aide. One offer went out and person turned down job.
- If parents are worried about standards or grades of their student - send them to Sarah - this is her role and she is great at explanation and context.
- Please encourage parents to get involved - volunteering (lunch, classrooms), join the family team, come to community meetings, come to board meetings, read minutes etc.

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.

<p>Domain 1 – Results</p> <p>A. Growth targets on mandatory academic measures</p> <p>B. Growth targets on other valid, normed or criterion-referenced academic measures, including performance and developmental rubrics</p> <p>C. Growth targets on valid, research supported behavioral measures associated with academic achievement</p> <p>D. Growth targets on valid, research supported psycho-social measures associated with academic achievement</p> <p><small>Note: Growth targets for A-D can be based on SGP, SLO, Proficiency, and other means of analyzing positive change in student's performance status, profile, or rate. Additionally, targets can be aggregated or disaggregated by, ethnicity, EL, Gender, ED, SWD, Migrant, Homeless, Foster Care, Active Military Parents, class groupings, programs, etc.</small></p>	
<p>Domain 2 – Leadership</p> <p>A. Vision for Learning and Achievement</p> <ol style="list-style-type: none"> 1. Mission and Vision 2. Goals and Expectations <p>B. Culture</p> <ol style="list-style-type: none"> 1. Values, Beliefs, Principles, and Diversity 2. Language, Traditions, Celebrations, and Stories <p>C. Leadership Behavior</p> <ol style="list-style-type: none"> 1. Informed and Current 2. Strategic and Systemic 3. Fair, Legal, Honest, and Ethical 4. Adaptive and Resilient 	<p>Domain 3 – Systems</p> <p>A. High Quality and Reliability Instructional Program</p> <ol style="list-style-type: none"> 1. Guaranteed and Viable Curriculum 2. Evidence Based and Differentiated Instruction 3. Standards Based Assessment and Feedback 4. Technology to Expand Learning Opportunity <p>B. Safe, Effective, Efficient Programs and Services</p> <ol style="list-style-type: none"> 1. Laws, Policies, and Regulations 2. Processes and Procedures 3. Resource Allocation and Management 4. Personnel Policies and Practices 5. Non-Instructional Technology
<p>Domain 4 – Processes</p> <p>A. Community Building</p> <ol style="list-style-type: none"> 1. Board Relations 2. Leadership Team Relations 3. Internal and External Stakeholder Relations 4. Communications and Media Relations <p>B. Evidence Based Improvement</p> <ol style="list-style-type: none"> 1. Collaborative Inquiry 2. Systematic use of Multiple Data Sources 3. Data Systems 4. Aligned Improvement, Monitoring, and Reporting 	<p>Domain 5 – Capacity</p> <p>A. Human Development</p> <ol style="list-style-type: none"> 1. Professional Learning 2. Leadership Development 3. Performance Evaluation 4. Productivity <p>B. Contextual and Political</p> <ol style="list-style-type: none"> 1. Contextual and Political Awareness 2. Education and Advocacy

The schedule for review is as follows:

January: Overview/Domain 1

February: Domain 2: Leadership (Vision for Learning and Achievement, Culture, Leadership Behavior)

March: Domain 3: Systems (HQ and Reliable Instructional Program, Safe Effective Efficient Programs and Services)

April: Domain 4: Processes (Community Building, Evidence Based Improvement, School/District Improvement)

May: Domain 5: Capacity Building (Human Capacity Development, Contextual and Political)

June: Comprehensive/Final Submission

Overview: In general, the tool is designed for a traditional superintendent of a district over a group of schools and managing a central office. We make it work for our purposes mostly, but I will highlight some misalignments as we focus on each domain throughout the months. Generally, the rubric ratings in each characteristic break down as follows ME- I am doing it (if I'm not doing it that would be INEFFECTIVE), Effective: WE are doing it (I am doing it with others), Highly

Effective- THEY are doing it (capacity has been built for others to be able to do this, as well).

Domain 1: The first Domain is based on student data (40% of total score based on standardized testing data) and cannot be calculated until the end of the year. My score in Domain 1 is a calculation of all the teachers' data for the school year. We use both growth and proficiency goals here. In February, I will give an update on benchmark assessments (comparing fall to winter). This is required by law and will also be posted on our website. I will give another update in June (also required by law) and that will be the basis for Domain 1. MB (from GRPS) is invited for this, as well, as it is part of their role as our authorizer to ensure we are meeting our academic goals.

- Lisa will see if Matthew wants to invite any academic sub committee member from GRPS to this board meeting as well.

2. Update on Strategic Plan Implementation

Curriculum-

Cycle 2 Data is complete. Interventionists are completing goals and plans, new intervention cycle begins today.

Academic and SEL data presentation for comparison from Fall to Winter and our goals for the spring will be at the February meeting- MB has been invited to that meeting.

Culture:

SEL Interventionists had a chance to meet with all teachers on Tuesday 1/3 to go over data, ensure appropriate Tier placement and create goals and beginning plans. Structured SEL tiered intervention is still very new to us- with Tier II for teachers being entirely new. We are continuing to build our systems and processes. This round, Interventionists will be required to keep a goal page, documentation of sessions, and parent communication just as academic interventionists have done. More formal than what they have done so far.

SAFETY AND SECURITY:

- Doors for mid February

3. Direct Action Updates:

- No additional at this time

4. Facilities Update

<ul style="list-style-type: none"> - Dials on all radiators installed over break - teachers now will have some control over radiators in their classrooms. 			
5. Finance Updates- None at this time			
12.	Family Team Report Movie night coming up - attend if able.	NA	Report
Business			
13.	Old Business (previously moved) .1 Policy Item updatesN/A 6108 regarding electronic transfer of funds motion to adopt 1st - PS 2nd - ST all - aye 6460 Vendor relations decided not to adopt - no motion brought 6700 Fair labor standards act motion to adopt 1st - AJ 2nd - AF all - aye 9150 Academy visitors - motion to adopt 1st - AF 2nd - AJ all - aye Travis will e-mail Charter institute policy people know what we adopted.		Action
14.	New Business .1	6:50	Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes) Sana brought up news about 6 yo shooting his teacher - feels more affected by this than most school shooting news. Abby - could be a good time to talk to kids about what is appropriate or not appropriate to bring to school.		Comment
16.	Adjourn	Name	6:54 Action

School Leadership:

Executive Director- Lisa Nuyens- LN
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

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, December 12, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:02	Action
2. Roll Call .1 Present: AJ, AS, AG, AF, TL, PS, ST, KD, Lisa N. .2 Absent: .3 Guests: Sana Amash, Jason (parent 5th grader), 4 other parents, Tessa from Hungorford Nickles CPA.	Abby		Action
3. Approval of Agenda 1st- AF 2nd- AJ All- yes	Abby		Action
4. Approval of Minutes 1st- ST 2nd- AF All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) - Parent of a 5th grader - son not doing well. Used to love school does not anymore. Feels this is teacher related. One issue specifically did not get communicated to them well. Abby sent them an email about how to do a written formal request. - Mom of same student also talked - feels they cannot trust the school and leaders anymore based on issues they have had with this teacher and the response. Feels concerns are being dismissed. States they feel as though they were "given an ultimatum to stop expressing concerns or to have her son leave the school" wants to have "further eyes on this issue" from the board. Also fearing how other 2 children who attend GRCDC will be treated. - Parent of another child in the same class started talking but got choked up and said she would talk later.		6:05	Comment
Reports from the Board			
6. Budget amendment- Kevin and Tess - There was an error in the proposed budget that looked like we owed the state money. This was wrong.			

<p>When we budgeted for the current year it was based on the prior year (usually pretty accurate). This was based on 2 FTE special ed teachers, only had 1 FTE this year. Was planning on certain amount of revenue from "Act 18" and that was decreased due to this error. The amount held back may end up being less than they held back so far. Overall less expenses means less reimbursement</p> <ul style="list-style-type: none"> - One expense line got missed in the budget proposal this year - teacher retirement fund (\$164,000) this is a significant amount. Fund balance for school still very significant. Hungerford Nichols reduced their monthly fee to offset this cost. Increasing team working for our school. - Overall hoping that with announcement of what per pupil funding will be this year - amount will help offset this. - Lisa stated that due to fund balance being high, we are still planning on going forward with full time music teacher and fixing boiler. - Other than these, other budget items are close to what we budgeted for in June. 				
6.	President's Report Doing well with keeping up with meetings and notes for sub-committees Abby sent e-mail with parents interested in being on sub-committees.	Abby	6:25	Report
7.	Executive Committee Report - Nothing today.	Anne		Report
8.	Finance Committee Report - Already did budget amendment updates.	Kevin		
9.	Secretary's Report -Philip will post on Facebook and invite people to the meeting in January 2023	Amelia		
10.	Ad Hoc Committee Reports .1 Marketing/Advertising- Travis - Working on plan for website, question about how to make sure monthly fee accounted for in budget. Also will be upfront costs. Travis will send summary of what they need to Lisa and Kevin. .2 Strategic Planning Committee- Amber - Met on 21st of Nov. RFP (request for proposals) released on 28th of Nov. asking for submissions by Jan 6th and will be interviewing people to interview for a consultant with strategic planning process.	All	6:34	Report

- Could we also post in the link letter that we are engaging in this process and maybe link to RFP.
 - Lisa will send RFP to the whole board
 - Feel free to pass to people who may be interested.
- .3 Reauthorization- Abby
- Not much movement this month.
 - Sarah and Lisa getting documents together
 - Want to have it together by February.
- .4 Evaluation/Leadership- Amelia
- Have not met since last meeting
 - Plan to meet after the break
 - Will be sending out factors in each domain starting prior to February meeting then each month until June.
- .5 Policy- Travis
- One is required.
- .6 Board Liaison- A Team (Travis), Facilities (Kevin)

Reports to the Board

11.	Executive Director's Report	Lisa	6:51	Report
	Current Significant Updates or Issues			
	<ul style="list-style-type: none"> - Hired additional para to sub for Ms. Mandy and Ms. Abby while she subs for Ms. Benson while Ms. Benson is out on maternity leave - hopefully will then stay on after - Re-posted for special education aide- no luck on this yet. Would work with individual students throughout the day - not be assigned to a single classroom Can pay with ESSER funds. Allow general education paras to focus on other students in the class. - Posted for a third academic interventionist. Meant to be a temporary position for next year to work with kids with COVID learning loss in Math and Reading. Requires teacher certification. Looking for a reading specialist. - Call on Wednesday with Maggie Malone of GRPS to explore the possibility of a "timeshare" music educator and also about music curriculum for this age group as we do not have a music curriculum yet. Still hoping to post for this position this year. - Amber asked about how this will dovetail with the Reggio approach. 			

- Tier 1 Adult SEL- focus of the A Team. 1st event tomorrow. Family team partnering for funding part of it.
- RFP (strategic planning facilitation) was released 11/28 and due 1/6/22. Got some positive feedback about the RFP.
- 54 Kinder apps and 7 for other grades for next school year already. 1 more expo and open house. We have a lot of siblings coming in to the kindergarten class next year.

2. Update on Strategic Plan Implementation

Curriculum-

In the middle of completing Winter Benchmarks. Will have a fall/winter comparison and action steps for presentation after the new year.

Anecdotally, teachers are giving a strong endorsement of our new reading curriculum, as well as the increased focus on teaching phonemic awareness and phonics.

- Large group of 2nd grade students in Tier 2, big change from fall to winter with these kids.
- Ms. Tanya getting training from state of Michigan - strategies for teaching reading to kids with learning disabilities such as dyslexia. Ms. Danielle also signing up for this. Grant funded.

Culture:

Also in a benchmarking period for SEL support- will have a fresh data set soon and our SEL interventionists will have new/adjusted caseloads when we return.

Note: the time for professional learning on Jan 3 will be spent planning as a teaching staff, leadership, and interventionists for academic and SEL TIER II and TIER III goals and plans for the 2nd cycle (we have 3 intervention cycles throughout the year, with SEL and academics mirror each other in process). Jan 17th PD focused on Opportunity Thrive for adult SEL and math instruction.

SAFETY AND SECURITY:

- Doors for mid February

3. Direct Action Updates:

<ul style="list-style-type: none"> - No additional at this time <p>4. Facilities Update</p> <ul style="list-style-type: none"> - Boiler is going to be done in phases- with some of the work beginning as soon as <p>5. Finance Updates-</p> <p>None for this report outside of the amendment discussion tonight</p>			
12.	Family Team Report (Quarterly)		Report
Business			
13.	Old Business (previously moved) .1 N/A	7:07	Action
14.	New Business .1 Budget Amendment Vote 1st- AG 2nd- AJ All- yes .2 Policy updates - will move to January as just received today and have questions on one of them. 1st- 2nd- All-		Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment
	<ul style="list-style-type: none"> - Parent states she is speaking on behalf of a group of parents in the class who are Looking at formal complaints against the teacher as they believe things are happening in her classroom that are causing mental issues for some kids in the class. Sees mental and emotional regression happening with her child. Believes students are "at a breaking point". Really wants her kids to be at GRCDC but feels needs are not being addressed. - Another parent feeling brushed off about academic concerns with her child. Feels her son getting singled out rather than getting help. This is messing with his confidence. Feels he is making himself sick. Also feels may need to exit GRCDC. Worried about her child doing well in sixth grade. - All parents saying they overall like the school and want to make it work for their kids here. 		
16.	Adjourn	Abby	7:23 Action

17. Voted on adjourning to a closed session of board to talk about the issues going on in Ms. Moushey's class that parents publicly commented on tonight
Session started at 7:30pm. Ended session at 8:00pm.

7:24

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

Phili Strom- PS

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, November 14th, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:00	Action
2. Roll Call Present - A.S., P.S., T. L., S.T., A.F., A.G., A.J., K.D., Lisa Nuyens Absent - Public - Kristy (parent), Jonathan (Family team), 2 more parents showed up as well did not get names.	Abby		Action
3. Approval of Agenda 1st- AF, 2nd - PS All - yes	Abby		Action
4. Approval of Minutes 1st - AJ , 2nd - KD All - yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) - Many schools are not requiring PCR testing anymore. - Another COVID survey - More interaction between family team and board and families more informed about board meetings. - Abby let know about board meeting schedule and minutes from meetings on school website and posted.		6:02	Comment
Reports from the Board			
6. President's Report - Subcommittees have all met - Abby participated in Expo with Stephen and Lisa - awesome turnout. - Lots of people stopped by our table - Gave away bookmarks made by our students.	Abby	6:11	Report
7. Executive Committee Report - No updates.	Anne		Report

8.	Finance Committee Report	Kevin		
	- No updates			
9.	Secretary's Report	Amelia		
	- Anne will post an invitation to board meeting next month.			
10.	Ad Hoc Committee Reports- Need update on leads	-	6:17	Report
	.1 Marketing/Advertising- Travis			
	- Met two times mostly focusing on website stuff.			
	- Audit of current site - what we need to cut or bolster			
	- High level project plan - steps			
	- Anyone in the school community who we could hire professionally?			
	- Threshold for competitive bidding (yes, something over \$10,000).			
	- Trifold for Expo, postcards that had link to videos.			
	- Would like input from strategic planning			
	.2 Strategic Planning Committee- Amber			
	- Next meeting is on Monday.			
	- Met in October - talked about next steps, RFP process.			
	.3 Reauthorization- Abby			
	- Meeting with GRPS and then with our committee			
	- Lisa and Sarah will gather school information			
	- Abby gathering board information.			
	- Need resumes for all board members			
	- Want draft packet in by February - in case anything we need to change			
	- Want to be on agenda for May GRPS board meeting. Lisa and Abby will be at the board meeting.			
	- New leadership at GRPS not as familiar with us.			
	.4 Evaluation/Leadership- Amelia			
	- Met last month, next meeting in Dec.			
	- Lisa picked 3 goals			
	- Will have time to ask questions about factors in each domain starting Feb meeting - May meeting.			
	.5 Policy- Travis			
	- Abby and Travis will touch base on this			
	- Policy meeting with company that updates policy book - Lisa will send invite to Travis.			
	- Updates in Dec. and Spring.			
	.6 Board Liaison- A Team (Travis), Facilities (Kevin)			
	- Quarterly as needed.			
	- No updates currently			

Reports to the Board				
11.	<p>Executive Director's Report</p> <p>Current Significant Updates or Issues</p> <ul style="list-style-type: none"> - Hired 3 day a week para and M/F sub - Hannah - working as a floater. Fits in seamlessly. - Hired M and F substitute every week. Also, long term sub at Aberdeen so very experienced. - Posted for additional para and looking at possibilities for special education para- interviews begin this week - Temporary para to cover surgery and maternity leave. Possibly will become full time if it is a good fit. - Preparing job description for Music Educator - add as a permanent position. Would not use fund balance. Finance committee and strategy committee both on board. Hope to hire someone after winter break. See kids 2x a week. - Preparing for Ms. Benson's maternity leave plan after winter break. Plan is coming together but not all details in place yet. Current staff member will sub. - Interesting listen, if you haven't already: The Daily Podcast: The Nation's Report Card on Remote Learning (NYT) - 36 Kinder apps and 7 for other grades for next school year already opened on November 1st. <p>2. Update on Strategic Plan Implementation</p> <p><u>Curriculum-</u></p> <p>Focus on Tier 2 interventions (classroom teacher in small groups) with consistent, predictable targeted lessons for intervention block when classroom also staffed by para - consistent across all teachers with even more support where needed (2nd grade- Tonya and Sarah push in one hour a day right now). PD day on 11/4 focused exclusively on Tier 2 and Tier 3 interventions (see schedule here). The teacher and interventionist feedback was excellent- that this use of time aligned with our priorities, teacher needs, and specifically planning for each and every student.</p> <p>Teacher Council focusing on walk through tool- used both for leader/coach walk throughs and peer walk throughs. Teacher Council will recommend any additions or</p>	Lisa	6:30	Report

changes to the tool after Nov 30. These tools focus on reading and math, and self awareness and self management.

Both the focused PD Days and the walkthrough tool serve to support our approach to the beginning of the year of not adding anything “new”, but rather using what we have with greater integrity and consistency.

Culture:

We have 2 areas of focus with our culture planning and one significant barrier

Areas of focus:

Tier 1 for adults: this is something the A Team has begun working on and will continue to work on while using Conscious Discipline School Family as our guide

Tier 2 for children: Consistent classroom-based interventions for students in Tier 2 SEL, which includes direction instruction, supportive interventions and progress monitoring.

Barrier: we are wanting to return and/or grown in many ways that bring our dynamic, connected community back into focus. One of those ways is Community Meetings. Staffing has continued to be a big barrier to predictable events and preplanning. We are averaging 3-5 staff out each day. This is not exclusively because of COVID but because of many other illnesses returning and impacting our staff and our families as well

SAFETY AND SECURITY:

- We contracted with the same service as the Early Disco Center for snow removal, with Mr. Trevor doing shoveling and salting
- Our doors are still on order!

3. Direct Action Updates:

- [My goals/priorities for voting on later](#)
- Question: Who is driving the website train?
-

4. Facilities Update

- Back to the Boiler - going to update it (modernize boiler, thermostats in all classrooms) with ESSE funds - need to spend these funds by 2024.

<ul style="list-style-type: none"> - Boiler and elevator will both hopefully be worked on summer of 2023 <p>5. Finance Updates-</p> <p>Budget in December</p> <p>Lisa applied for 3 grants</p> <ul style="list-style-type: none"> - Benchmark test reimbursement grant - School safety grant - for wireless announcement system throughout school. - Mental health grant - for therapist to work with our children 			
12.	Family Team Report - Jonathan	NA	Report
<ul style="list-style-type: none"> - Fall Fest went well - good turnout - ran out of donuts - Wreath sale - pickup is this Wednesday (Nov 16th) - Delivery 9:00 am for those who want to help - Thinking about doing T-shirt orders - Kelly (other family team liaison) now a parapro so Jon is kind of on his own - Approved toiletries in lounge for staff - Lockers for paras to have own locked space (in main office and teachers lounge) because work in several different classrooms. - Budget is still good - waiting on wreath sale funds to know final number. - Turnout in Family team meetings are 10-15. - Last meeting COVID issues got brought up. 			
Business			
13.	Old Business (previously moved) .1 N/A		Action
14.	New Business .1 Vote on Lisa's goals 1st - P.S. 2nd - A.F. All - yes	7:05	Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment
<ul style="list-style-type: none"> - Helpful to know who to direct questions to about COVID policy and to know that board meeting minutes are on line. - Lisa willing to come to a few family team meetings a year so people can ask questions of her - Abby - any family team attender want to be a liaison to the board? - THankful that a lot of consideration goes into supporting teachers 			
16.	Adjourn	Name	7:14 Action

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Abby Sutter- AS

Vice President- Anne Jabara- AJ

Treasurer- Kevin Davis- KD

Secretary- Amelia Grayson- AG

Members at Large:

Stephen Tanner- ST

Amber Fox- AF

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: October 10th, 2022 6:00-7:30 pm, Monday,

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:03	Action
2. Roll Call .1 Present: ST, AG, AS, KD, AJ, PS, TL, Lisa Nuyens .2 Absent: AF .3 Guests: Micheal Foster Auditor for Plante Moran, Sana Amash (teacher). Patty Palazak (parent).	Abby		Action
3. Approval of Agenda 1st- AG 2nd- AJ All- aye	Abby		Action
4. Approval of Minutes 1st- PS 2nd- KD All- aye	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes)		6:05	Comment
6. School Audit Report - Micheal Foster from Plante Moran			
Reports from the Board			
7. President's Report Appreciate board members coming to the retreat and putting up subcommittee planning documents. On Board drive there is a Committee notes folder, then subfolder for 2022-2023 school year and then a folder for each subcommittee - please put any notes here.	Abby	6:22	Report
8. Executive Committee Report	Anissa		Report
9. Finance Committee Report - Upcoming committee meeting on Oct 21st	Kevin		
10. Secretary's Report	Amelia		

	<ul style="list-style-type: none">- Amelia will do a Facebook invite and introduce self prior to the next meeting.- Other places to do this other than Facebook?			
11.	Ad Hoc Committee Reports	All	6:28	Report
	.1 Marketing/Advertising- Travis <ul style="list-style-type: none">- No current update to report			
	.2 Strategic Planning Committee- Amber <ul style="list-style-type: none">- Next meeting one week from today.			
	.3 Reauthorization- Abby <ul style="list-style-type: none">- Picked dates for first 3 months of meetings- Lisa has not heard back from GRPS about an initial meeting.			
	.4 Evaluation/Leadership- Amelia <ul style="list-style-type: none">- Meeting on Oct 21st.			
	.5 Policy- Travis			
	.6 Board Liaison- A Team (Travis), Facilities (Kevin) <ul style="list-style-type: none">- Come to these meetings Quarterly. No facilities meeting since Dre started.			
Reports to the Board				
11.	Executive Director's Report	Lisa	6:33	Report
	Current Significant Updates or Issues : <ul style="list-style-type: none">- SEL Interventionist hired, set to start 10/17 (Angela Walters) - great experience behind her. Also Lisa's sister.- Since Lisa related to her, slightly different management chain. Complaints go to Sara, anything Sara is uncomfortable with will go to Abby.- Additional Para for 3 days a week being hired (runner up for SEL interventionist)- Some COVID spread, 2nd classroom outbreak (3 or more related cases in one class). Kids will mask in these classes for 10 days. Rapid test entire class.- Fall Family Fun the weekend of 10/21- still staying away from large inside gatherings - will be outside. Family Team planning.- Family Conference next week- families have a choice of virtual or in person			
2. Update on Strategic Plan Implementation				
Curriculum-				
Our fall diagnostic data has many students identified for tier 2 and tier 3 supports in math and reading. Concentrated in 2nd and 3rd grades. Data breakdown to come- right now,				

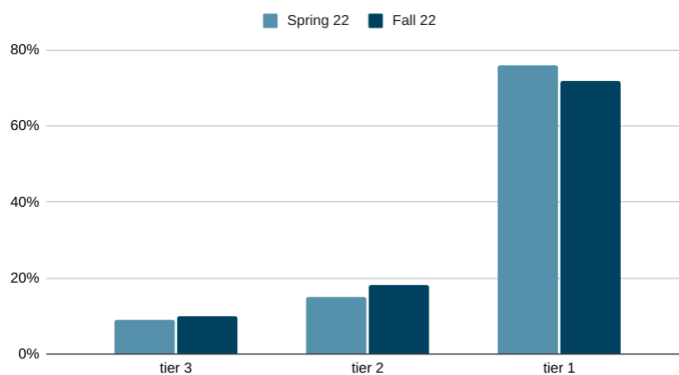
we are determining the right level of support and use of our interventionists.

For grade levels with a high level of need in Tier 2- such as current 2nd grade- Sarah Cooper will be pushing in to classrooms along with the reading interventionist to ensure that the children, even in a larger group, get the support they need.

Culture:

On Friday, 10/4, we had our first “data PD day” where staff could create Tier 2 plans for students in math, reading and SEL. We have really clarified the work for SEL Tier 2, with specific goals and lesson materials. This will help ensure that interventions are delivered with consistency.

Percentage of Students Requiring Tiered Support Schoolwide



SAFETY AND SECURITY:

-On the search for a snow plowing, salting, and shoveling company as our current lawn company is no longer offering shoveling services

3. Direct Action Updates:

- No updates at this time

4. Facilities Update

- No updates at this time

5. Finance Updates- Audit to be presented tonight

12.	Family Team Report (Quarterly)			Report
Business				
13.	Old Business (previously moved) .1 N/A	6:50		Action
14.	New Business .1 Audit Presented - nothing to vote on			Action
Closing				
15.	Public Comment (Please limit comments to 3-5 minutes) - Sana wondered if we should buy snowblowers in case we have trouble hiring a snow service.			Comment
16.	Adjourn	Abby	6:55	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 LaFleur- TL

Phili Strom- PS

GRCDC Board Retreat:
Wednesday Sept. 28th, 2022

Present: Abby Sutter, Amelia Grayson, Anne Jbara, Stephen Tanner, Philip Strom, Travis LaFleur, Kevin Davis, Lisa Nuyens, Sara Cooper

Agenda:

Objectives of Retreat	<ul style="list-style-type: none">- Review/orientate for purpose of the Board (governance v. management)- Organize work groups/committees and set goals- monthly meetings
Agenda for retreat	<ul style="list-style-type: none">- Opening (Lisa and Abby)- Welcome, get food, get settled (15 minutes 5:30-5:45pm)- Purpose/Role of the Board- Governance v. Management- (Abby 5m)<ul style="list-style-type: none">- Communication with staff, community, parents- Subcommittee does the deep dig- reports and makes recommendations to the board- Current committee work overview- short update from each lead- Committee Choices- ideally 2-4 members on each- no more than 3 obligations<ul style="list-style-type: none">- Recruitment- where does this belong?<ul style="list-style-type: none">- Sub-sub with 1 from Market/Strategic plan?- Marketing/Advertising- Travis (L), Steven, Abby- Strategic Planning Committee- Amber (L), Anne, Stephen, Philip- Reauthorization- Abby (L), Amelia, Stephen- Evaluation/Leadership- Amelia (L) and Abby- Policy- Point person- Travis- Finance- Kevin (L), Anne, Philip- Board Liaison- A Team (Travis), Facilities (Kevin)- Goal setting/action planning and meeting schedule for committees. Complete the Planning Doc and set monthly meeting schedule through calendars- at least 3 months out- Closing + Clean Up

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, September 12th, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:04	Action
2. Roll Call .1 Present: KD, AG, TL, PS, AS, AJ, ST, Exec Dir. LN .2 Absent: .3 Guests: Sana Amash	Abby		Action
3. Approval of Agenda 1st- AG 2nd- KD All- yes	Abby		Action
4. Approval of Minutes 1st- AJ 2nd- TL All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) - Some discussion about how many staff students are out for sickness currently. How the beginning of the school year is going.		6:06	Comment
Reports from the Board			
6. President's Report - Need to schedule board retreat - Need to figure out who is on what committee - Tentatively came up with Sept 28th from 5:30 to 7:30pm - Tentatively food from Luna - Several parents are interested in committees. Abby has these names. - All board members need to sign volunteer form (can do on Skyward? Or e-mail Rachel for a electronic copy) - Still need lunch volunteers.	Abby	6:08	Report

7.	Executive Committee Report <ul style="list-style-type: none"> - Made up of officers - Abby, Anne, Kevin, Amelia - Only meet if needed 	Anne		Report
8.	Finance Committee Report <ul style="list-style-type: none"> - No new business 	Kevin		
9.	Secretary's Report <ul style="list-style-type: none"> - Facebook introduction of board members - Better board website with our pictures and bios - Amelia will start by introducing herself and board meeting invitation beginning of October. 	Amelia		
10.	Ad Hoc Committee Reports <p>.1 Leader Evaluation</p> <ul style="list-style-type: none"> - Philip needs to be trained - need to meet in October to decide on Lisa's goals for the year. <p>.2 Marketing/Development</p> <ul style="list-style-type: none"> - teacher pictures done - bookmarks done - teacher pictures folder - two teachers have uploaded pictures. - needs to meet with Lisa about new trifold prior to Expo - GRPS expo dates not planned yet. - Travis missed last meeting. Asked what is going on with new website? Need a new meeting to talk about this. <p>.3 Strategic Planning and Reauthorization</p> <ul style="list-style-type: none"> - No new update - have a meeting at the end of the month. Will give an update at the planning retreat. - Board that parent's wrote on during orientation is at Abby's house - she will send a picture of it to that committee. 	All	6:25	Report
Reports to the Board				
11.	Executive Director's Report <p>Current Significant Updates or Issues</p> <ul style="list-style-type: none"> - Finished screening interviews for the SEL interventionist position. 16 candidates, 7 screeners, 3 will be invited to in person interview - REALLY smooth, good start to the school year - So far our COVID protocols seem to be at the right spot- we are fully following CDC/MDHHS guidelines now, with the addition of a COVID positive student or staff member having a negative Rapid test if returning before day 10 of isolation 	Lisa	6:31	Report

- Need PCR to come back to school if have symptoms.
Harder to get this due to government grants ending.
- Our enrollment is at 287 right now, highest it has ever been (full enrollment is 288).

2. Update on Strategic Plan Implementation

Curriculum-

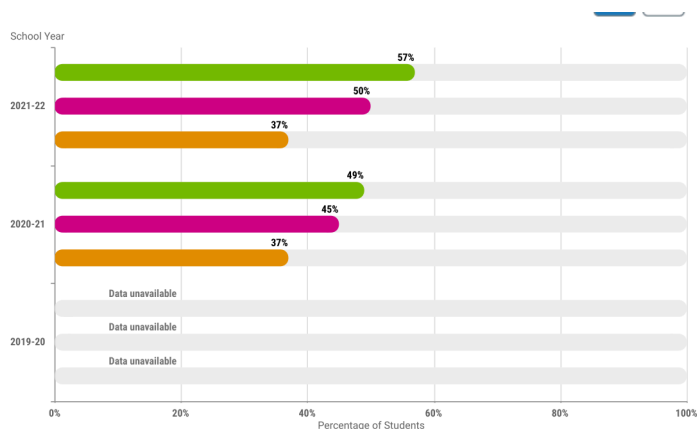
Preliminary Overview of our MSTEP data (greater analysis to come)

OVERVIEW OF OUR MSTEP DATA

green= GRCDC pink= schools with similar demographics

orange=the state of MI

All Students in All Subject Areas Combined



CONTEXT:

- GRCDC is 20 pts above state average
- GRCDC is 8 points above our 2021 average

Comparatively:

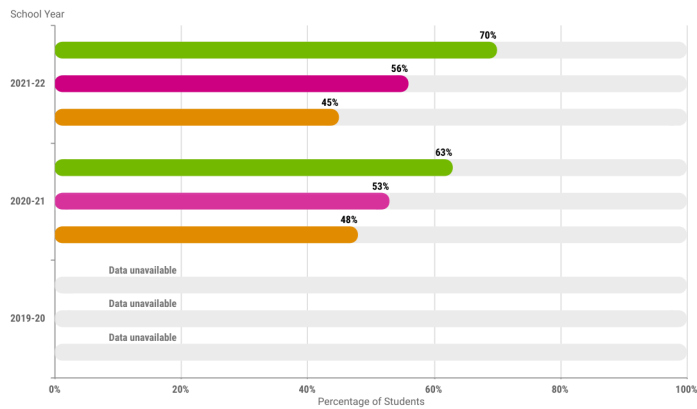
North Park Montessori- GRPS: 40% (GRCDC 17 points above)

CA Frost-GRPS: 43% (GRCDC 14 points above)

River City- NHA: 11% (GRCDC 32 points above)

Breton Downs- EGRPS: 65% (GRCDC 8 points lower)

All Students English Language Arts:



CONTEXT:

- GRCDC is 25 points above the state average
- GRCDC is 7 points above our 2021 average

Comparitively:

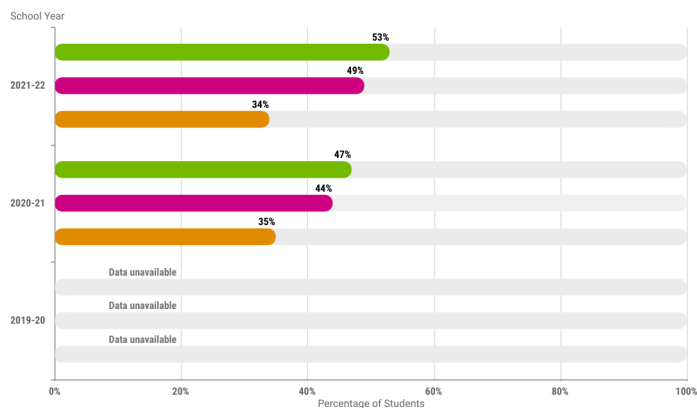
North Park- GRPS: 56% (GRCDC 14 points higher)

CA Frost- GRPS: 55% (GRCDC 15 points higher)

River City- NHA: 19% (GRCDC 51 points higher)

Breton Downs- EGRPS: 73% (GRCDC 3 points lower)

All Students Math:



CONTEXT:

- GRCDC is 19 points above the state average
- GRCDC is 6 points above our 2021 average

Comparitively:

North Park- GRPS: 27% (GRCDC 26 points higher)

CA Frost- GRPS: 35% (GRCDC 18 points higher)

River City- NHA: 8%(GRCDC 45 points higher)

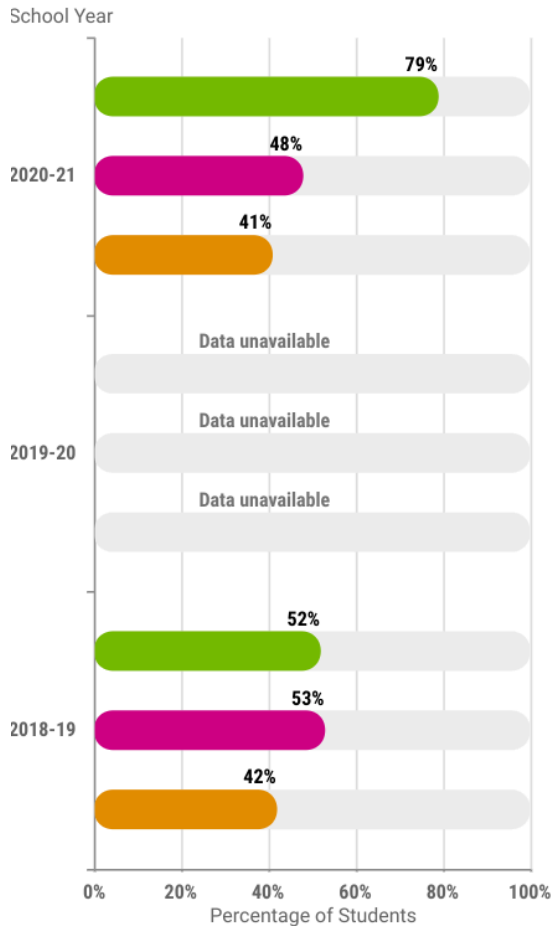
Breton Downs- EGRPS: 63% (GRCDC 10 points lower)

Students who are making progress towards proficiency overall or increasing their score from the previous year

Progress Summary



Percent of students who are making progress towards proficiency or increasing their proficiency in all subjects on the state tests.



Key:

CONTEXT:

- GRCDC 38 points above the state average
- GRCDC 27 points above our average in the previous measured year (2019)
- **Comparitively**

North Park-GRPS: 46% (GRCDC 33 points above)

CA Frost- GRPS: 27% (GRCDC 52 points above)

River City- NHA: 21% (GRCDC 58 points above)

Breton Downs EGRPS: 63% (GRCDC 16 points above)

All in all, good news, especially in context of the national news we are hearing about the impact of COVID on learning and test scores

Culture:

- 5th graders are applying for their schoolwide jobs this week. All classrooms have “classroom” jobs but 5th graders can do a job application for a schoolwide job. Lisa posted job descriptions. Had an assembly of 5th graders to discuss this today. They are excited about this.
- With the grant I received from WMLA (West Michigan Leadership Academy), I will be attending a 3 day Conscious Discipline training in October. The rest of the grant will be used to partner with a consultant to inventory and revise our SEL strategies with a lens of cultural responsiveness.
- Our first SEL data round will be at the end of this month
- We have begun collecting [SEL walkthrough data](#) based on teacher actions, student actions, and environmental conditions we would see that would support the development of each individual CASEL competency (**self awareness, self regulation**, social awareness, social skills, responsible decision making) - only focusing on those in bold currently.
- Teachers are going to do Peer to Peer walkthroughs

SAFETY AND SECURITY:

- Parking lot work completed in staff and parent parking lot
- Doors being replaced in October.

3. Direct Action Updates:

- Sana and I met and she is heading up and forming a committee to direct our planning for outdoor classroom space.
- Sana will call a committee meeting for this.

4. Facilities Update

- Elevator will be scheduled summer 2023
- Bumpy transition as the last custodian left with a lot undone. Mr. Trevor was very helpful during this time.

<p>- Andre Earles has begun work as our new custodian. While there is a significant learning curve to this position (Mr. Trevor training), many parts of the school are cleaner than they have been in years. We are lucky to have Andre, or Mr. Dre, with us. If you see him, please give him some encouragement!</p> <p>5. <u>Finance Updates</u>- Audit is complete in draft form. We will have the presentation next month</p> <p>Kevin asked about valuation for the building - Lisa will update the strategy committee about this.</p>			
12.	Family Team Report (Quarterly)		Report
	<ul style="list-style-type: none"> - No update today - Jonathan Kloote is still a rep. For the family team. Kelly was hired as a parapro and trying to find someone to take over her Family Team role but has not found anyone yet. 		
Business			
13.	Old Business (previously moved)	6:52	Action
	.1 N/A		
14.	New Business		Action
	.1 N/A		
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment
	<ul style="list-style-type: none"> - Sana asked about board member pictures on the website. - Lisa will talk to the guy who did staff headshots about doing this. Needs him to do new staff photos already. - Asked about what kind of photos Stephen wants in the teacher photos folder. Basically anything that would look good in a brochure/yearbook. 		
16.	Adjourn	Abby	6:59 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:

Philip Strom - PS

Stephen Tanner- ST

Amber Fox- AF

Travis LaFluer TL

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, August 8, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Anne	6:04	Action
2. Roll Call .1 Present: Anne, Stephen, Phillip, Kevin, Amber, Lisa .2 Absent: Abby, Amelia .3 Guests: Sana	Anne		Action
3. Approval of Agenda 1st- Stephen 2nd- Kevin All-	Anne		Action
4. Approval of Minutes 1st- Stephen 2nd- Kevin All-	Anne		Action
5. Public Comment (Please limit comments to 3-5 minutes) Sana reported that they're back & had a good teacher PD today		6:05	Comment
Reports from the Board			
6. President's Report	NA	6:10	Report
7. Executive Committee Report	Anne		Report
8. Finance Committee Report No new information. Appraisal is in process.	Kevin		
9. Secretary's Report	Amelia		
10. Ad Hoc Committee Reports .1 Leader Evaluation .2 Marketing/Development .3 Strategic Planning Had a meeting in July & reviewed the data from the family survey. Another meeting is scheduled for this week to review additional portions of the data. Stephen shared an article about the new Mary Freebed Children's hospital that is scheduled for construction to start at the end of the school year. A question was raised about a Facilities Committee, which	All	6:20	Report

is made up of staff members. It was suggested that a board member is added to that committee.				
Reports to the Board				
11.	Executive Director's Report	Lisa	6:35	Report
<p>Current Significant Updates or Issues</p> <ul style="list-style-type: none"> - Hired for 3rd grade, 5th grade, 1 para, 1 academic interventionist so far - Still have 1-2 open para positions - SEL interventionist will be posted this week or next - Meeting with Dr. Roby today - Stephen, Annisa & Lisa attended. Dr. Roby and Matthew Breseford attended on behalf of GRPS. Was a getting to know you meeting & learned about their strategic plan. Initial actions steps- 1) show last 5 years of data of % of students who go to GRPS and those who don't where do they go & why? 2) Contact Anya Lusk who took Sharon Pitt's place to start that relationship and to make sure they are on the same timeline as what was in place in the past with Sharon. 3) Make sure our reauthorization goals align with their goals and strategic plan. - Our theme from the year for project work, provocations, inspiration, etc is BLOOMING IN COMMUNITY - I have not yet connected with the appraiser and I know I MUST this week- all of my time at work (and much outside of "work") has been spent ensuring we would be fully and expertly staffed <p>2. Update on Strategic Plan Implementation</p> <p><u>Curriculum-</u></p> <p>Instructional staff had our kick off day today. It was an incredible day of learning and alignment. You can review the slide decks here and here.</p> <p><u>Today, we did the following:</u></p> <ul style="list-style-type: none"> - Co-constructed some meaning around what it means to BLOOM in COMMUNITY - Recommitted to and did a very close read of our Common Purpose (vision) and Core Values document - Ensured are common purpose and core values aligned with GRCDC's goals and strategies for the year (walking our talk) 				

- Spent time within team determining how the team structure can best support the work of the year

Culture:

Our deep focus going into the new year is equity through Tier 1 fidelity. We will be focusing heavily on a few specific tier 1 strategies for SEL:

- Morning Meeting and Closing Circle
- Interactive Modeling and Positive Adult Language
- Classwide Problem Solving Conference
- Conscious Discipline SCHOOL FAMILY routines and structures (meaningful jobs, visual schedule, children and families reflected in the environment, celebration corner and class ritual)

We are planning a return to community meetings this fall, but mindful that COVID level is medium right now in our county, so we are determining a plan that separates K-2 and 3-5 at least for the first half of the year

This year, we will be returning to the 5th Grade Leadership priority, with 5th graders being able to apply for and perform a number of meaningful jobs schoolwide- such as safety patrol and lunch distribution.

SAFETY AND SECURITY:

- Considering back door cameras shared with the EDC

3. Direct Action Updates:

- Sana and I met and she is heading up and forming a committee to direct our planning for outdoor classroom space.

4. **Facilities Update-** Brick work happening this week. Painting in the bathrooms.

5. **Finance Updates-** Audit is THIS WEEK

12.	Family Team Report	6:33	Report
Business			
13.	Old Business (previously moved) .1 N/A		Action
14.	New Business .1 .1 Approval of P. Strom to GRCDC BOARD- approved by GRPS on 7/18/22- OATH of Office Stephen motioned to approve & Anne seconded.	6:33	Action
Closing			
15.	Public Comment (Please limit comments to 3-5 minutes)		Comment

Sana asked about Monkey pox. Lisa shared that we will have a monkey pox response plan.			
16.	Adjourn Anne motioned to adjourn & Stephen seconded it.	Name	6:41 Action

School Leadership:

Executive Director- Lisa Nuyens- LN
Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Abby Sutter- AS
Vice President- Anissa Eddie- AE
Treasurer-Kevin Davis-KD

Secretary- Amelia Grayson- AG

Members at Large:

Andrew Brower- AB
Anne Jbara- AJ
Stephen Tanner- ST
Amber Fox- AF
Travis LaFleur- TL

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, July 11th, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:06	Action
2. Roll Call .1 Present: ST, AS, AG, KD, TL, AF, LN .2 Absent: AJ .3 Guests:	Abby		Action
3. Approval of Agenda 1st- AG 2nd- ST All- yes	Abby		Action
4. Approval of Minutes 1st- ST 2nd- AF All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) - Anyone able to attend park get together this past week? No one here did. Steven stopped by towards the end but not many people here. Seemed not well attended. Maybe poor time to do it after 4th of July weekend		6:06	Comment
Reports from the Board			
6. President's Report - Board retreat September/October: - Phillip's appointment to board added to GRPS board meeting this month. - Abby and Travis met with another possible board member (Mallory) - send us all notes from that meeting by e-mail. Both felt she was capable. How strategic should we be with adding new board members? Should we wait until we see what skills we may be lacking on the board going forward post Anissa and Andrew and with Phillip here. (i.e. grant writing experience). Discussion:	Abby	6:07	Report

<ul style="list-style-type: none"> - Amber loves Mallory's early childhood experience and possible countywide connections from her job. Maybe fill some holes that we have with Anissa's absence. Possibly help with recruiting and diversity in incoming kindergarteners. - Per Lisa - what she thinks Anissa brought to the board was really good communication in high stakes environment (i.e. GRPS board) deep relationships in the community that helped us be taken seriously. Maybe need to have possible board members have more involvement in the school community before joining the board (ie. have been on family team, volunteered, come to events). - No person on board who is not a parent of a current student. - Maybe Mallory could be involved in a subcommittee like marketing but not fill board slot yet? - Kate withdrew her name from consideration for board at this time. - Voting on 4 current members to extend through 2025. Andrew's position goes through 2024 (Philip) Annisa's term was through June 2023 (need to fill). Anne, Steven, Amber through June 2023. 				
7.	Executive Committee Report			Report
	<ul style="list-style-type: none"> - Nothing to report 			
8.	Finance Committee Report	Kevin		
	<ul style="list-style-type: none"> - Able to find an appraiser willing to do full report on the building. \$2,800. - Experienced person with good knowledge of the area. - Abby - Time Frame? Kevin - not sure exactly. - Will get details to Lisa. 			
9.	Secretary's Report	Amelia		
10.	Ad Hoc Committee Reports	All	6:22	Report
	.1 Leader Evaluation - Evaluated at last meeting, no meeting since.			
	.2 Marketing/Development			
	No meeting since board last month			
	.3 Strategic planning			
	Meeting this week.			
Reports to the Board				
11.	Executive Director's Report	Lisa	6:23	Report
	Current Significant Updates or Issues			
	<ul style="list-style-type: none"> - We have hired for Ms. Kay's position- meet the new GRCDC studio coordinator HERE 			

- New hire has great experience - including in art, education, and leadership.
- We have 2 classroom teaching positions to fill (Ms Bouwman 4th grade and Ms. Ruth - 2nd grade). Will be contacting finance committee about offering signing bonuses
- Ms Bouwman may come back part time not in a full time teacher roll.
- Will post this week for 2-3 paras - filling Ms. Chloe's roll plus 1-2 more (going to have 7 or 8 paras instead of only 6), SEL interventionist, and contracted/short term (2 years) academic interventionist (using ESSE funds to work on academic impact of COVID specifically on math work).
- Website has "aged out" - template used when made no longer supported. Initial enrollment form also on website and glitchy. Need a new website built. Need to figure out budget for this. Working on a near term (keeping it going) and longer term solution (need to be working well before open enrollment).
- Teacher Contract not yet completed - this is why not a finished calendar. Don't want to give parents a final paper copy until we know how that will impact it.

2. Update on Strategic Plan Implementation

Curriculum-

Sarah and I have put the finishing touches on all the hard work of the Teacher Council, A-Team and full staff to determine the priorities for the School Improvement Plan (Now called Continuous Improvement Plan). We have a math goal, reading goal and SEL goal- each of these goals will align to leader and teacher evaluation, as well as the goals that we will submit for reauthorization this year. This also guides how title funds are spent. You can see the full planning document [here](#). It is very robust, but also fair. The goals are as follows:

Goals:

- For at least 80% of all students to be at Mid or Above Grade Level in Reading.

- For at least 65% of all students to be at Mid or Above Grade Level in Math.
- For at least 75% of all students to reach their Annual Typical Growth Goals in Reading.
- For at least 60% of all students to reach their Annual Typical Growth Goals in Math
- For at least 60% of all students to reach their Annual Stretch Growth Goals in Reading.
- For at least 40% of all students to reach their Annual Stretch Growth Goals in Math.
- Create a culturally responsive, three tiered system of support that identifies no more than 5% of students qualifying for Tier III Social Emotional Learning support by June 2024.
- Create a proactive, three tiered system of support that identifies no more than 7.5% of students qualifying for Tier III Social Emotional Learning support by June 2023.

Culture:

Now that we have used the SEL 3 Tier Cycle of Interventions with the spreadsheets for one year, we are able to analyze our work and plan for improvements and adjustments. Our focus area for this year is strengthening the Tier 1 (school wide) plans that all should be using- professional development in *Conscious Discipline* staff-wide (not only teachers) and refresh of *Responsive Classroom*. In addition, we plan to partner with an equity consultant to help create a culturally responsive menu of Tier 2 interventions and train the teachers accordingly, with time in the calendar devoted to Tier2 planning and training in academics as well as SEL support.

Lisa and Sarah have meeting topics and PD topics set up for the whole 22-23 school year already.

We will be continuing our contract and collaboration with *Opportunity Thrive*, both for full staff development as well as one on one coaching as needed or desired. 3 teachers taken advantage of this.

Business			
13.	Old Business (previously moved) .1 N/A	7:04	Action
14.	New Business .1 Renewal of Term for AS, AG, TL, KD (expire 6/30/22, now, and 6/30/25) 1st- AF 2nd- ST All - yes .2 Discussion and vote on Officer positions <i>President- Nomination:</i> 1st- AG nominated Abby Sutter (AS) 2nd- ST In favor of nominee - AF - Abby is doing a great job. AS - would like to be president again for one more year. Call to vote: # votes for AS (6) with one person absent. Nothing against <i>Vice President- Nomination:</i> 1st- ST nominated Anne Jbara (AJ) 2nd- AS Anne is absent but let AS know she would like to accept the role of vice president. Nothing against Call to vote: # Votes for (6) with one person absent <i>Treasurer: Nomination:</i> 1st- AS nominated Kevin Davis (KD) 2nd - AF		Action

KD is doing a great job!

Nothing against

Call to vote: # votes for (6) one absent

Secretary: Nomination:

1st- AS nominates Amelia Grayson (AG)

2nd- AF

Doing a great job!

Nothing against

Call to vote: # votes for (6) with one absent

Elections July 2022	President	Vice President	Treasurer	Secretar
Kevin-KD	AS	AJ	KD	AG
Amber-AF	AS	AJ	KD	AG
Amelia-AG	AS	AJ	KD	AG
Anne-AJ	N/A	N/A	N/A	N/A
Travis-TL	AS	AJ	KD	AG
Abby-AS	AS	AJ	KD	AG

Stephen-ST	AS	AJ	KD	AG

.3 Oath of Office for new Fiscal year said by all board members at 7:12 pm
"I do solemnly swear (or affirm) that I will support the Constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of Board of Directors for the Grand Rapids Child Discovery Center..... according to the best of my ability."

.4 Annual Policy book legal items including adoption

<https://mail.google.com/mail/u/0?ui=2&ik=ebacc6fa4e&attid=0.1&permmsgid=msg-f:1738068699727937122&th=181edc4612823e62&view=att&disp=safe&realattid=181edc3b1dfc2d696071>

1st- AF 2nd - ST All- yes

.5 Regular Board meetings 2022-2023 - 2nd monday of each month
Special 2nd June meeting date for Budget approval- 6/21/23

Closing				
15.	Public Comment (Please limit comments to 3-5 minutes)			Comment
16.	Adjourn	Abby	7:18	Action

School Leadership:

Executive Director- Lisa Nuyens - LN
Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

Executive Committee-

President- Abby Sutter- AS
Vice President- Anissa Eddie- AE
Treasurer- Kevin Davis- KD
Secretary- Amelia Grayson- AG

Andrew Brower- AB

Anne Jbara- AJ
Stephen Tanner- ST
Amber Fox- AF
Travis LaFleur - TL

GRCDC Board Members:

Members at Large:

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Special Budget Approval Meeting

Date: 6:00-6:30 pm, Monday, June 22, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda		Person	Time	Purpose
Opening				
1.	Call to Order	Abby	6:04	Action
2.	Roll Call .1 Present: AJ, TLF, KD, AG, AS, AB, LN .2 Absent: AE, ST, AF .3 Guests: Philip Strom	Abby		Action
3.	Approval of Agenda 1st - AG 2nd - AJ All - aye	Abby		Action
4.	Public Comment (Please limit comments to 3-5 minutes) <ul style="list-style-type: none"> - Anne Jabara - took kids to "storytime in the park" last night. Give out free books and ice cream. There were elementary schools with tables of information there. There are also park events at MLK park etc. May be a good place to market our school. - Sent Philip's info to GRPS board and that will hopefully get passed in July GRPS board meeting then we can vote on him at August meeting. - Philip introduced himself to Andrew B. That is whose term he will be replacing. - Lisa - looked up storytime in the park. Contact is GVSU professor who is a parent here. Lisa will e-mail her to see what we need to do to set up a table there. 		6:05	Comment
Business				
5.	Old Business (previously moved)			Action

.1 N/A				
6.	New Business	Abby	6:08	Action
	.1 Vote to finalize 2021-2022 Budget Vote to discuss: 1st - AB 2nd - KD Vote on Budget amendment and closing out 2021-2022 budget itself: AJ - yea TLF - yea AB - yea KD - yea AS - yea AS - yea "cool beans" .2 Vote on preliminary 2022-2023 Budget Motion to discuss: 1st - AB 2nd - KD Lisa - don't have a great idea of what teacher pay will be as this is still being discussed between GRPS and the union. Lisa made a phone call to GRPS to see if any idea and was told "we are not even close" AJ - yes TLF - yes AB - yes KD - yes AG - yes AS - yes			

Closing				
7.	Public Comment (Please limit comments to 3-5 minutes)			Comment
	Thank you so much to Andrew for being part of the board and mentoring so many people. Andrew happy that we have "adults on the board" who will be able to work on strategy moving forward instead of just "surviving" Lisa - thank you to Andrew for supporting her and keeping her accountable as a leader. He gave so generously of his time even after his kids left the school. You left us in such a strong place - both as a board and the financial health of the school. Kevin plans to stalk Andrew :) We all have your number!			
8.	Adjourn	Name	6:15	Action

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Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday, June 13, 2022

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

Location: Grand Rapids Child Discovery Center

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

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	6:04	Action
2. Roll Call .1 Present: ST, AS, AG, AE, KD, AF, TLF, AJ, LN .2 Absent: AB .3 Guests: Philip Strom, Katie	Abby		Action
3. Approval of Agenda 1st- AD 2nd- AF All- yes	Abby		Action
4. Approval of Minutes 1st- ST 2nd- AJ All- yes	Abby		Action
5. Public Comment (Please limit comments to 3-5 minutes) Anissa is happy that we are doing some safety upgrades - especially to Discovery Care doors - getting replaced. Kevin and Maria - both in law enforcement helping with safety assessment		6:07	Comment
Reports from the Board			
6. President's Report - Laid out what is coming up for board. Budget meeting on 6/22, swearing in new board members. - After July will get a little less busy. - Philip and Katie both here tonight are interested in becoming part of the board. - Philip has already turned in all paperwork (resume, letter of intent) and completed and interview with Annisa and Abby and has applied to be on the board - Abby will reach out for members able to do interviews of other possible board members.	Abby	6:09	Report
7. Executive Committee Report	Anissa		Report

<p>Policies - not sure how to change lottery to help with increasing economic/racial diversity in school - have consulted charter organizations about legality. Specifically Mark Weinburg at the Charter institute - he stated that although this is legal in other states “that is not the case in Michigan. We don’t even call them lotteries, our law calls them “random selection drawings”. Also that we “could potentially discuss the concept of a weighted random selection drawing with” GRPS, our authorizer, but he would “not recommend being the test case on this in Michigan” .Seems this is not the way to go at this point and that outreach and advertising our school to the population we are hoping ot attract is a better idea.</p> <ul style="list-style-type: none">- Pleasure speaking with Philip during his interview. Executive committee recommends Philip for joining the board. Brings board and legal experience and experience with equity - specifically working with the city.				
8.	Finance Committee Report	Kevin		
	- Nothing additional to report			
9.	Secretary’s Report	Amelia		
	- Nothing to report			
10.	Ad Hoc Committee Reports	All	6:15	Report
	.1 Leader Evaluation			
	- We are doing this tonight after the meeting in a closed session.			
	.2 Marketing/Development			
	- Did get Ms. Kay to sign a release to own Narwhal logo that she created for us - so GRCDC owns the logo now and can use as we decide.			
	.3 Strategic Planning			
	- Met May 19th.			
	- Got questions into family survey given this spring to get input from families as what they are looking for			
	- Kevin had a lead on building appraisal - trying to lock down people who would do this. Have a list of 5-6 names that we still need to contact. Then will give list to Lisa once more complete.			
	- This committee with dovetail with our reauthorization as well - these committees will work together			
	- Connection with marketing committee			
	- Connect with new superintendent of GRPS? Gave her space when she started right as COVID descended.			

- Talked about ESSE funds and how boiler is not as urgent as we thought - this gives us some breathing room.
- Again discussed how we can use lottery to help keep school diverse. Hard to do this within the law - need to focus on recruitment instead.

Abby explained what the reauthorization means. Abby and Lisa explained what the benefits of being authorized by GRPS are. Teachers part of GREA union and have that salary protection and insurance. They include us as part of expos, we do not advertise against them.

Reports to the Board

11. Executive Director's Report

Lisa

6:26

Report

Current Significant Issues:

- 3 in person (stage 2) interviews for Ms. Kay's role this week. Have done phone interviews previously - all very qualified with art and leadership experience.
- Para/interventionist hiring will not begin until later in the summer.
- State of the School: [view here](#)
 - *"I've been reflecting on our conversation and just watched the State of the School Address - which was incredibly helpful and felt really spoke to many of the concerns I surfaced. Thank you for putting that together - such a great point of communication and connection. It was great."- parent of a 4th grader*
- John Helmholtz transitioned to private sector, Sharron Pitts (general counsel and head of HR) officially/fully retired. They both were both very helpful with reauthorization in the past. Who will comprise the Reauthorization committee, as we should begin the process of connection and relationship soon- as the formal process typically kicks off in September
- Will meet with Matthew Beresford and new general counsel over the summer.
- Also talked about meeting with Dr. Roby (new superintendent). Matthew also gave us some dates for this meeting.

Update on Strategic Plan Implementation

Curriculum- EOY data due to the state and to be posted on our website based on the goals we set this year.

2021-2022 goals were:

- 30% increase in proficiency (grade level) in reading
- 15% increase in proficiency (grade level) in math
- 6% decrease in students identified as “high risk” for internalizing behaviors

The data summary schoolwide can be found [here](#).

- 24% increase in proficiency in reading (didn't hit the goal, but the overall % is solid)
- 33% increase in proficiency in math (doubled the goal)
- 19% decrease in students identified as high risk for internalizing behaviors

The A Team and TC are already hard at work analyzing the data and creating a solid school improvement plan and action plan. Some holes in both reading and math growth that Lisa and Sarah believe are related to COVID. We know that 2 areas of focus for next year in both reading and math will be Tier 1 fidelity and Tier 2 consistency/focus (Sana and Molly were very consistent and followed curriculum and all students got to Tier one by end of year- encouraged other teachers to do the same). Further, Sarah and I are studying research and literature to understand how COVID has impacted our students' learning and informed responses to what we are seeing.

Amber asked if families have access to the data of reading and math growth etc.? What do we do when families want to leave? Do they meet with Lisa?

Lisa: not all families meet with Lisa before leaving, often when they do they change their minds. Lisa tries to have a conversation with anyone who is considering leaving. Lisa realizes it is always a hard decision to make.

Board members can have parents reach out to Lisa if they hear of someone contemplating leaving the school so she can answer questions. .

Stephen: Did we send out reminders to families about I ready being available through July 28th? This will be coming.

Culture: No new reporting here

SAFETY AND SECURITY:

- Still plans to improve Doors, walkways, plumbing, cosmetic upgrades to bathrooms before kids come back. Family team is helping pick out some cosmetic upgrades.

3. Direct Action Updates:

- **None at this time**

4. Facilities Update

5. Finance Updates-

12.	Family Team Report (Quarterly) - none today.		Report
Business			
13.	Old Business (previously moved) .1 N/A	6:50	Action
14.	New Business .1 Vote on new Board Member - Philip Strom - Philip thanked Anissa and Abby for interviewing him. Thanked us for getting word out on needing new board members where he could see it. Huge thank you to teachers and public servants. Looks forward to being part of a community that works on equity. Open to questions. Vote to approve Philip: 1st- AE 2nd- AF All- aye Will do interviews with other interested board members this month and hopefully vote in July. Thank you for being here Katie - look forward to getting to get to know you better. .2 2022-2023 Budget - Gone over at an earlier budget meeting. Do not vote on until the special June 22, 2022 budget meeting. .3 Executive Leader Evaluation - move to closed session		Action

Closing				
15.	Public Comment (Please limit comments to 3-5 minutes)	Comment		
	<ul style="list-style-type: none"> - Katie introduced herself - Katie is an MBA, works in logistics, no board experience but feels she could bring business experience to the board and really loves this community. - Abby reminds board about nominating documents prior to July meeting. - Thank you to Anissa and Andrew for their service on the board. 			
16.	Adjourn	Abby	7:02	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- Anissa Eddie- AE

Treasurer-Kevin Davis-KD

Secretary- Amelia Grayson- AG

Members at Large:

Andrew Brower- AB

Anne Jbara- AJ

Stephen Tanner- ST

Amber Fox- AF

Travis LaFluer

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Grand Rapids Child Discovery Center

Board of Directors Budget Meeting

Date: Monday June 13, 2022 5:30pm- Special Budget Meeting	Posng Address: 409 Lafayette Ave SE, Grand Rapids, MI 49503
Location: Grand Rapids Child Discovery Center	Publication: http://grcdc.org/

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Abby	5:38	Action
2. Roll Call .1 Present - TLF, AF, AJ, AS, KD, ST, AG, LH, AE .2 Absent - AB .e Guests	Abby		Action
3. Approval of Agenda 1st - ST 2nd - AE	Abby		Action

5. Public Comment (Please limit comments to 3-5 minutes)	5:40 Comment
8. Finance Committee <div style="text-align: right;">5:40 pm Kevin</div> .1 Presented budget amendment for fiscal year 2021 to 2022 Kevin presented the document "General Fund Appropriation Amendment II" For fiscal year 2021-2022 <ul style="list-style-type: none"> - Lisa Nuyens gave context on why we have a large fund - trying to decide steps forward as far as keeping or selling building - decision on that will decide how much and what money we want to pour into the building. - Have been able to have a culture of being able to fund whatever teachers need as long as it is reasonable. .2. Present Budget proposal for fiscal year 2022-2023 Kevin presented General Fund Appropriation Proposal for fiscal year 2022-2023 .3. Questions and Discussion	

- All questions were answered by the presentation and Lisa's extra questions. No further questions asked.
- We will vote on this at special budget meeting on June 22, 2022

9. Adjourn 6:04 pm

