

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, June 10th, 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
<b>Opening</b>			
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
<b>Reports from the Board</b>			
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. Ad Hoc Committee Reports- .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, .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. Had some feedback on language and alignment - overall good. Will be able to share with the community in the fall. Concepts of measurement/accountability. .3 Reauthorization- NA .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. .5 Policy- Travis - nothing right now, more to come.	All	6:35	Report
<b>Reports to the Board</b>			
11. Executive Director's Report <b>Current Significant Issues:</b>  - 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?**

Present draft, wait until final?

- 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
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Business	
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13. Old Business (previously moved) .1 N/A	6:58	Action
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<p>14. 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> <ol style="list-style-type: none"> <li>1. The Board is aware of a necessary amendment to the contract with the Executive Director.</li> <li>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 &amp; salary. The account will be in the name of the Employee and into a 403b of the Employee &amp; choice.”</li> <li>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.</li> <li>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</li> </ol>		Action
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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