

INVENT LEARNING HUB

Thursday, May 13th, 2021
5:30PM to 7:00PM

Location: Zoom meeting

May 13, 2021- ILH
Board Meeting.docx

Meeting Item	Corresponding Indicator	Description
<p>Board Members Present</p>	<p>The Board is comprised of all essential skillsets and all members are contributing</p> <p><i>Core Question 3: Is the organization effective and well-run?</i></p> <p>3.1. Does the board demonstrate strong governance oversight?</p>	<p><i>*Live streamed*</i></p> <p><i>Board Members:</i></p> <ul style="list-style-type: none"> - Paul Smith – Present - Natalie Huestis - Present - Kierstin Janik - Present - Paul Whitmore – Present - Meghan Ruesch – - Amber Broughton – Present - Kia Wells – Present - Tyler Ewigleben – Present - Zachary Alexander – - Trevor Butler – - Cece Zhou – <p><i>7/11 board members = Quorum</i></p> <p><i>Staff Members</i></p> <ul style="list-style-type: none"> - Aleicha Ostler, School Leader - Brian – Financial Advisor

<p>Briefing/ Discussion</p>	<p>Executive Report</p> <p><i>Core Question 2: Is the organization in sound fiscal health?</i></p> <p><i>2.1 A. Short-term health: Does the school demonstrate the ability to pay its obligations in the next 12 months?</i></p> <p><i>2.3. Does the organization demonstrate it has adequate financial management and systems?</i></p>	<p>ESSER Funds</p> <p>Allocated the 1st \$500k</p> <ul style="list-style-type: none"> - 1 Kindergartne position for 1 year - Assistant Director of Academics for 2 years - Custodial Salary 2 years - Custodial start-up needs and supplies for 2 years - Technology clean up and summer audit - IT managed services for 2 years - Office Manager - Replacement texts from loss during pandemic <p>Teacher requests/ideas</p> <ul style="list-style-type: none"> - Laminator - Adding UDL flexible seating - SOAR – Home visit program for kindergarten <p>Admin Ideas</p> <ul style="list-style-type: none"> - Carpet in remaining classrooms - Move to in house bussing - Hire new DT teacher now - Met with marketing group - Interventionist to support learning loss and MTSS - Intervention Curriculum - Design Thinking / Masterspace equipment - Special Area Teacher – Music or PE <p>Paul – Does the bussing cost include the insurance? Aleicha – Yes. Also need to redo the fence in the back to make sure there is a space to keep the bus</p> <p>Things to Consider Long Term</p> <ul style="list-style-type: none"> - Roof - Refinance at some point - Long-term fiscal plan - Old cafeteria made usable <p>Paul: You’ve had the roofing cost priced out? Aleicha: Yes, but asked them to requote as the price of roofing has gone up recently</p> <p>Goal Today:</p> <ul style="list-style-type: none"> - Gather board recommendations - Put together a proposal for funding - Send out to board for feedback prior to board meeting - Full budget approval at June board meeting <p>Tyler: Bussing – What’s the impact on recruiting and retaining students and families? Aleicha: Major pain point for school and parents – Today the bus was 30 minutes late with no notice. Walked the kids out there to get on the bus and then had to bring them back in the school because it wasn’t there. Rude interactions with the bus drivers. No discipline or training for bus drivers. Very inflexible in adding or changing stops. Tyler: What’s been the biggest barrier for hiring before?</p>
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Aleicha: When we did the budget last year that we were at a point where we could expand to a second bus. Just thought it was something we wouldn't do. Reaching out the city to see if we can change the gate.

Tyler: Support but need to think through

Kierstin: Hiring drivers is challenging right now. Any concern with hiring and retaining bus driver(s) and what administrative needs will it take? What if you don't have a bus driver one day?

Aleicha: Would like to hire someone that could do stuff around the school at during the day. I think it is positive that they could build relationships with the kids. Brian – Could you work with me to look at a 10-year forecast comparison for bus in-house or vendor?

Brian – Yes. I would reiterate on the management piece of it. What if on a January morning your 1 bus driver calls in sick?

Aleicha – Could have some back up options and contingency plans.

Amber – Talk to Peggy at SE Community Services. Maybe it could be someone in the area or they could help with the CDL training. Maybe someone with a connection to the school.

Aleicha: And I love when we can get parents to do these things.

Kierstin: Understanding we need to do certain things like a roof - What do you think would make the biggest impact?

Aleicha – We did add a number of additional staff which will make a big impact. But honestly the biggest thing is keeping up the building. The second would be staff. It would help us increase enrollment which would increase \$, which would give us budget to do other things. Brian, do you agree?

Brian – Yes. We can use freed up funds to do other things.

Kia: Like the idea of the interventionist as we all know about the set back with COVID. Also like the teacher for PE or music. Would help with the retention of families.

Aleicha: The board specifically asked me to ask the teachers what they would like to see. Any thoughts on it?

Tyler: It's such a small amount of the overall fund that it would be a good engagement piece for them. Support it

Paul S: Agree – Bad to ask and then it's reasonable and not give it to them. It's one thing to get this gift, but the LT concerns me. What about years 3, 4, 5, etc. What happens when the 2 year funds run out? I would like to see how you expect to pay for these things for the next 10 years

Tyler: What Kia said makes sense – Could be a short-term

		<p>investment and don't need them long term and that person transitions into something else. Hoping there is not a long-term need for this intervention, just for COVID catch up.</p> <p>Natalie: See value in all that's been shared. Understanding the limits of the funding would definitely give me more information to give me an opinion. Would like more info on the busing and would like to see what other vendor options there are.</p> <p>Aleicha: Durham is one of the other vendors. I have called them 5x and I can't get them to call me back. IPS uses a vendor I have not reached out to, but will. So what I'm hearing is need to do a cost analysis for busing. Before adding positions in this budget will look 2+ years out on if we could keep these people in our budget. I will make a recommendation on the rest and talk in June.</p> <p>Paul W.: Works – Would like to read it with the details.</p>
<p>Briefing/ Discussion</p>	<p>Budget</p> <p><i>Core Question 2.0 Is the organization in sound fiscal health?</i></p> <p><i>2.1 A. Short-term health: Does the school demonstrate the ability to pay its obligations in the next 12 months?</i></p> <p><i>2.2 Long-term health: Does the organization demonstrate long term financial health?</i></p> <p><i>2.3. Does the organization demonstrate it has adequate financial management and systems?</i></p>	<p>Brian presenting Excel sheet</p> <p>Not a refined formal budget but have gone through a lot of detail on it.</p> <p>Brian reviews Projected, Budget Total Rev. around \$2M Next year significant jump to \$2.57M</p> <p>Planning on average enrollment of 160 students</p> <p>Estimate that we will receive \$8,211 per student</p> <p>Charter innovation grant estimate: \$1,000 / student unrestricted</p> <p>CARES Act Fund: \$803k – Federal dollars intended to help with pandemic needs</p> <p>Round 3 of federal dollars will be \$1,111,000</p> <p>Brian: What we are thinking about is how do we best use these funds to stabilize us in the future. Feeling confident about being set up for the next 5 years.</p> <p>Tyler: 160 student – Love it. But how do we get there? And how can we use the funding to help us get there? Most schools were impacted by COVID on enrollment and we are at 130 students right now. How do we invest correctly to help us get there?</p> <p>Brian: It is such a critical number. We have to have an understanding of what our budget means putting 160. Rely on Aleicha and this team for the enrollment projections. We need to be confident in it. If we are at 140, we have a \$240k hole to plug in</p>

this budget and I want the board to understand that.

Aleicha: Part of the salary budget is an hourly person that is a recruiter. Would like to hire them June 1. We need feet on the ground exposing people and getting people in the door. Once we can get a parent to talk to us we have good luck getting them to enroll.

Kierstin: Hire June 1?

Aleicha: Would like to but understand that is close. Would like to reach out to a few people I have in mind.

Natalie: Round 2 and Round 3 you only put in ½ for the budget, right? So we have flexibility the next year.

Aleicha: We actually have to tell them up front how we are using the funds. We could do an amendment but need to have a plan now.

Brian: Good question but we should be able to make an adjustment if we needed to. Other funds could be shifted as well.

Natalie: Noticed a few line items were 0's. Are those intentional? Like field trips.

Brian: Some of those things will need to be filled in to finish out the budget. Not significant items.

Pau S: It bothers me that you say you may be will find a parent or find someone out there for recruitment. This is important and they aren't trained or professional. Are there other schools that are doing this? Is there best practices. We have to get this one right.

Aleicha: We do have 2 nights a week where we have staff members going door to door. We have event nights. We are doing things.

Paul S.: What results are those things getting?

Aleicha: I don't know what is best. A professional person, a parent that other parents can hear their story? I need to continue to be involved.

Paul S; Absolutely need someone- Do we spend more money here?

Aleicha: Maybe it is a salaried position

Paul S: Others?

Paul W.: Need to invest here. I think finding someone that can convey someone's passion about the school and I think it's worth spending the money on.

Kierstin: Need someone that has the skills to recruit, story tell and connect with families.

		<p>Natalie: Would be happy to help with formulating the job. Kierstin is right, needs to be a good storyteller and diverse skillset.</p> <p>Paul S: Will have 2,000 new employees at the new government center. Opportunity like this to connect with those employees.</p> <p>Aleicha: Thank you for brining this up. Was keeping it to a lower position but I think you are right and agree. It’s a place to invest. It needs to be a really strong job description of skills we need.</p> <p>Kierstin: Social media and targeted connection</p> <p>Natalie: Recruitment, but retention as well</p> <p>Tyler: Recruitment has been on Aleicha’s shoulders – That’s not realistic as we grow. This maybe is the time to invest and have someone to do this more full-time. Supportive to hire someone that has the skills when we say we need to grow by 34%. That’s a big increase, but doable if focused on it. Also, 160 is not the ceiling</p> <p>Brian: Agree – It wouldn’t take much for that position to pay for itself. We were at 147 and will have an additional classroom, so I don’t think it’s a crazy grow. 34% sounds like a lot, but I think it’s realistic.</p> <p>Paul S.: Same thought process on the invest in the LT needs. This would be a LT investment in enrollment and funds. So what’s the action items?</p> <p>Aleicha: Approving the salary items, knowing we will likely add on a bit for expanding the recruitment role.</p> <ul style="list-style-type: none"> - Board members support <p>Kierstin: Will give you some comp. data and comparators for comms./marketing role</p>
<p>Briefing/ Discussion</p>	<p>Other Updates</p> <p><i>Core Question 4: Is the school providing appropriate conditions for success?</i></p> <p><i>4.7 Is the school climate responsive to needs of students, staff and families?</i></p>	<p>COVID: Do not plan to do e-learning next year</p> <ul style="list-style-type: none"> - Will continue to do rapid tests - Will likely have to continue with masks - Need to determine where do we stand with vaccinations? <p>Career Fair – Pathways</p> <ul style="list-style-type: none"> - Next week - Students will complete their pathways plan <p>Learning Loss Grants</p> <ul style="list-style-type: none"> - \$150 million reserved for partnerships with community groups to combat student learning loss from COVID - Kia has helped in writing the grant for her HS students to come over and tutor the ILH students - SE Community Services after school program

		<p>Partnership with SE Community Services</p> <ul style="list-style-type: none"> - Parent workshops - Summer camp for 30+ students - Looking at them having a liaison in our school to help connect families to them
	<p>Pay increase <i>Core Question 4: Is the school providing appropriate conditions for success</i></p> <p>4.5. Has the school developed adequate human resource systems and deployed its staff effectively?</p>	<ul style="list-style-type: none"> - Looking to give a pay increase – Will discuss in later meeting
	<p>OEI Updates <i>Core Question 2.0</i> <i>Is the organization in sound fiscal health?</i></p> <p>2.1 A. <i>Short-term health: Does the school demonstrate the ability to pay its obligations in the next 12 months?</i></p> <p>2.2 <i>Long-term health: Does the organization demonstrate long term financial health?</i></p> <p>2.3. <i>Does the organization demonstrate it has adequate financial management and systems?</i></p>	<p>All board members need to sign off that they have seen all OEI ratings</p> <p>Aleicha reviewed ratings:</p> <ul style="list-style-type: none"> - 2.1 MS - 2.2 ES - 2.3 Not Rated <p>Will email to everyone to review further</p>
	<p>Board Self-Evaluation</p> <p><i>Core Question 3: Is the organization effective and well-run?</i></p> <p>3.1. <i>Does the board demonstrate strong governance oversight?</i></p> <p>3.2. <i>Does the board utilize appropriate structures and tools to execute against its strategic vision?</i></p>	<p>Will send to the group to do self-evaluations</p>

Committees	Sub-Committees	
	<p data-bbox="396 176 737 281"><i>Core Question 3: Is the organization effective and well-run?</i></p> <p data-bbox="370 327 760 394"><i>3.1. Does the board demonstrate strong governance oversight?</i></p>	<p data-bbox="764 100 1430 132">Finance: Updates included with Brian's review of budget</p> <p data-bbox="764 174 915 205">Governance:</p> <ul data-bbox="813 212 1479 275" style="list-style-type: none"> - Paul, Aleicha and Tyler met – On track with Aleicha's evaluation <p data-bbox="764 317 1159 348">Academic Excellence: No updates</p> <p data-bbox="764 390 1016 422">Facilities: No updates</p> <p data-bbox="764 464 1073 495">Development: No updates</p> <p data-bbox="764 537 1149 569">Will be adding Policy Committee</p>

Meeting end: 7:10 PM