

INVENT LEARNING HUB

Thursday, September 9th, 2021
5:30PM to 7:00PM

Location: Zoom meeting



September 9, 2021-
ILH Board Meeting (

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 virtually - Natalie Huestis - Present virtually - Kierstin Janik – Present virtually - Paul Whitmore – Present virtually - Meghan Ruesch – Not present - Amber Broughton – Present virtually - Kia Wells – Present virtually - Tyler Ewigleben – Present virtually - Zachary Alexander – Present virtually - Trevor Butler – Present virtually - Cece Zhou – Resigned from board <p><i>9/11 board members = Quorum</i></p> <p><i>Staff Members</i></p> <ul style="list-style-type: none"> - Aleicha Ostler, School Leader - Arion Clanton - Deja Brown
<p>Mission Moment</p>	<p>Student Council</p> <p><i>Core Question 4: Is the school providing the</i></p>	<p><u>Presenting: Arion Clanton</u></p> <p>Mr. Clanton is supporting the students in starting a middle school student council</p>

appropriate conditions for success?

4.7 Is the school climate responsive to the needs of students, staff and families?

Process for students:

- Submit an application
- 3 letters of recommendations
- Acceptance and rejection letters
- Speeches
- Vote

Student council will help with student discipline

Want students to feel like they have a voice in their school and build confidence in the students

Positions: Chair/President, VP and Secretary and 2 board members per grade

Although middle school student council, they will represent the K-5 students, too.

Paul Smith: Clarification – Every class will have board members or just 6,7 and 8?

Arion: Just representation from 6-8th but will represent the whole school.

Tyler: Believe this will increase involvement in the school. Love the idea of a restorative council. Idea: Build in a pipeline program for the younger kids. Maybe in 5th grade it's a Jr. Council. Maybe one of the benefits is they get to speak to the board about their ideas.

Paul S.: Love the idea of the interaction between the council and the board. Do you think there is an opportunity for student council President attend a board meeting?

Mr. Clanton: Would love that and would like the secretary, too.

Paul Smith: You, Aleicha and Mr. Surface think through what would work best.

Kierstin: Idea: Training on what it means to be a leader in the school

Amber: Idea: Southeast neighborhood congress. They get together quarterly. They could attend and see how a neighborhood councils work, too.

Mr. Clanton: There is a student and parent agreement, that maybe we could include something outside of school time like that.

Natalie: Idea: Mock interview practice and build on how this can help them in the future

Overall sentiment: The board is very excited

<p>Briefing / Discussion Items</p> <p>Briefing/ Discussion</p>	<p>Marketing and Recruitment Plan and Feedback</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>2.2 Long-term health: Does the organization demonstrate long-term financial health?</i></p> <p><i>Core Question 4: Is the school providing the appropriate conditions for success?</i></p> <p><i>4.8 Is ongoing communication with students and parents clear and helpful?</i></p>	<p><u>Presenting: Deja Brown</u></p> <p>Paul S.: Before you start, can you help us understand your background/experience?</p> <p>Deja: IU recent grad., Psychology/Arfrican Studies – Interest in social psychology</p> <p>Recruitment Goals:</p> <ul style="list-style-type: none"> - Started with 137 students in June. Goal over the summer was to get 5 students per week for a growth goal to 160 students - Current count 172 students - Retainment goal: >160 students by next count day (February) <p>Paul S.: Clarity around “next” count day</p> <ul style="list-style-type: none"> - Increase Kindergarten Enrollment - Develop and maintain community partnerships <p>Recruitment Strategies</p> <ul style="list-style-type: none"> - Tyler: Was in recruitment before – “Funnel”; Who is at the top, middle and bottom of our funnel? - Deja: Currently in a marketing class to learn more, but will talk about that more later <p>Building Connections (with current and future students):</p> <ul style="list-style-type: none"> - Monthly events - Bi-weekly newsletter - Weekly check-ins via phone - Weekly canvassing - Home visits as needed <p>Marketing Strategies</p> <ul style="list-style-type: none"> - Design + update ILH website - Utilize social media platforms - ILH reviews - Paid advertisements and events - SEO <p>Retention Strategies - Involvement</p> <ul style="list-style-type: none"> - Update website regularly (testimonials)
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- Utilize social media
- Seek direct feedback from families
- Student/Parent Ambassador Program and Council

Would like feedback from board on marketing materials and content. What should I be including?

School events have been difficult with COVID, but have some ideas to get involvement

Retention Rates;

- Year 1: 91.5%
- Year 2: 84.4% (COVID and no specific focus on retention and recruitment)
- Year 3: Goal is to retain 93%

Enrollment strategies

- SWOT, 5 Whys, Buying Cycle, Pillars of enrollment

Zachary: I do development and marketing for my FT job, Kudos. Happy to work with you on any of this to get ideas or brainstorm on the strategy. We are doing the same thing at my work right now. I have lots of experience with social. Google ads grant: should apply.

Kierstin: How valuable what you do is to the success of the school

Aleicha: Tap Kia to connect you to her sister that does some of this type of work

Paul: I am thrilled to see you in this position. You are well spoken, committed and you have a great energy level. This is an incredibly important role.

Aleicha: Deja is doing a great job and has been pulled into a couple of other things (keeping them limited) like helping with lunch. It's important for her to be part of the school and what's going on so that she can help

Deja: Do a Streamyard?

Zachary: Haven't seen Kierstin's, but happy to do one.

		<p>Aleicha: Would probably need to pick a specific topic?</p> <p>Paul W.: Would be happy to do it. My background is communications if that is helpful.</p>
	<p>Board Member Resignation</p> <p><i>Core Question 3: Is the organization effective and well-run?</i></p> <p><i>3.1 Does the board demonstrate strong governance?</i></p>	<p>Presenting: Paul Smith</p> <p>Cece Zhou resigned</p> <p>Relocated and thought she would be able to continue, but she decided that she probably cannot give the time that she'd need to now that she is settled.</p> <p>Aleicha: She has helped us a lot with marketing and development, she may continue with that as needed</p> <p>Paul: We should backfill that position? Do we have guidelines around transitions?</p> <p>Aleicha: Goal for the governance committee this year is to answer that question.</p>
	<p>Executive Report</p> <p><i>Core Question 1: Is the educational program a success?</i></p> <p><i>1.1. Is the school's attendance rate strong?</i></p>	<p>Presenting: Aleicha Ostler</p> <p>Enrollment</p> <ul style="list-style-type: none"> - July 25th: 180 - July 26th: 115 attended first day - August 4th: 157 - August 25th: 174 - September: 172 <p>Paul S.: Help me understand the disconnect between Deja's numbers and yours?</p> <p>Aleicha: We were looking at the student data base and if students are not enrolled in another school, we have to keep their records. So, they will stay on our roster, but really aren't enrolled.</p> <p>COVID Update</p> <ul style="list-style-type: none"> - 1 staff and 1 student testing positive - 1 week of eLearning - Better defining teacher expectations around if a student has to quarantine and how they complete eLearning <p>Received small safety grant of \$2,500 for playground border and new gate</p> <p>SECS Grant was received for after care program</p> <p>Presented Committee Goals (See Committee Update section)</p>

	<p style="text-align: center;">School Leader Goals</p> <p style="text-align: center;"><i>Core Question 3: Is the organization effective and well-run?</i></p> <p><i>3.4 Is the school leader strong in their academic and organizational leadership?</i></p>	<p>Presenting: Aleicha Ostler</p> <ul style="list-style-type: none"> - Complete teacher compensation plan by Jan 1, 2022 - Put together a school operations manual including front office operations and procedures by the end of the school year - Develop a set of teacher marketing and recruitment strategies by December to be implemented in the spring of 2022 <p>Paul: Who performs the bank reconciliation for the school?</p> <p>Aleicha: Brian</p> <p>Paul W.: That 3rd goal, will that be working with</p> <p>Trevor: Let me know if you need help drafting these items</p> <p>Aleicha: Did the board approve these last year?</p> <p>Motion to approve School Leader Goals: Paul S. 2nd: Zachary</p> <ul style="list-style-type: none"> - Paul Smith – Ay - Natalie Huestis - Ay - Kierstin Janik – Ay - Paul Whitmore – Ay - Amber Broughton – Ay - Zachary Alexander – Ay - Trevor Butler – Ay <p>Motion passed</p>
<p style="text-align: center;">Briefing/ Discussion</p>	<p style="text-align: center;">ILH CQ3 Report</p> <p style="text-align: center;"><i>Core Question 3: Is the organization effective and well-run?</i></p> <p><i>3.1. Does the board demonstrate strong governance oversight?</i></p> <p><i>3.3 Does the school comply with all its governance obligations?</i></p>	<p>Presenting: Paul Smith</p> <p>We got our evaluation last week. We did remarkably well. We had MS or ES on all but 1.</p> <p>As a governing body, the mayors office thinks we are doing</p> <p>Aleicha: The only item we were marked as Approaching Standard in was the diversity of our board. As we recruit, we will want to</p> <p>Zachary: Do we have a board matrix for skills and diversity metric?</p> <p>Aleicha: Yes, the board hasn't seen it, but we do. Maybe we need to have a Governance committee meeting</p> <p>Kierstin: I will talk to Tyler about getting something on the calendar Aleicha, Paul S. want to attend</p>

<p>Action Items</p>	<p>Fruit and Veggie Program</p> <p>Core Question 1: Is the education program a success?</p> <p><i>1.4 Is the school providing an equitable education to all students?</i></p>	<p>Presenting: Aleicha Ostler</p> <p>Receiving a grant for this, but can only use it for up to 6th grade. Need to use some money to cover the costs for 7th and 8th grade</p> <p>It would cost less than \$2,000 to</p> <p>Paul S.: Could we use Rachel’s parent’s donation of \$10,000 for that? We’ll find the money somewhere, but that would be an easy way to cover it without changing any plans.</p> <p>Aleicha: Yes</p> <p>Zachary: Was the Chambers gift restricted?</p> <p>Aleicha: No</p> <p>Zachary: Would be nice to demonstrate to them when you thank them, “This is a picture of an 8th grader that got your gift”. Anthem Foundation does grants for healthy lifestyles and healthy eating. Maybe can apply in the future?</p> <p>Paul S.: We can pass today and start tomorrow. Waiting for a grant, we may have to wait for a long time.</p> <p>Kierstin: Idea to educate the</p> <p>Aleicha: Required of the grant</p> <p>Motion to approve cost of 7-8th grade fruit and veggie costs: Paul S. 2nd: Paul W.</p> <ul style="list-style-type: none"> - Paul Smith – Ay - Natalie Huestis - Ay - Kierstin Janik – Ay - Paul Whitmore – Ay - Amber Broughton – Ay - Zachary Alexander – Ay - Trevor Butler – Ay <p>Motion passed</p>
<p>Action Items</p>	<p>\$10,000 Chambers Family Donation</p> <p><i>Core Question 2: Is the organization in sound fiscal health?</i></p>	<p>Presenting: Aleicha Ostler</p> <p>Motion to approve acceptance of grant: Paul W. 2nd: Amber</p> <ul style="list-style-type: none"> - Paul Smith – Ay - Natalie Huestis - Ay - Kierstin Janik – Ay - Paul Whitmore – Ay

		<ul style="list-style-type: none"> - Amber Broughton – Ay - Zachary Alexander – Ay - Trevor Butler – Ay <p>Motion passed</p> <p>Zachary: Not a bad practice to have the board approve, but we should probably determine at what levels and why we would approve grants or charitable giving. Something to talk about at the development meeting</p>
<p>Committees</p>	<p>Sub-Committees</p> <p><i>Core Question 3: Is the organization effective and well-run?</i></p> <p><i>3.1. Does the board demonstrate strong governance oversight?</i></p> <p><i>3.4 Is the school leader strong in their academic and organizational leadership?</i></p>	<p>Goals for each committee were established</p> <p>Finance: Trevor Butler</p> <ul style="list-style-type: none"> - During the 2021-2022 school year the finance committee will use information from the facilities committee to develop a finance plan to support the work needed on the facility <p>Governance: Tyler E.</p> <ul style="list-style-type: none"> - During the 2021-2022 school year the governance committee will develop a timeline of board member terms and recruitment plan of action based on those timelines <p>Facilities: Paul Smith</p> <ul style="list-style-type: none"> - During the 2021-2022 school year the finance committee will use information from the facilities committee to develop a finance plan to support the work needed on the facility <p>Development: Zach Alexander</p> <ul style="list-style-type: none"> - During the 2021-2022 school year the development committee will create a grants tracker and development plan for ILH

Meeting end: 6:46 PM