



NOTICE OF SPECIAL MEETING OF THE BOARD OF DIRECTORS

04/12/2021 @ 4:05 pm

Virtual Board meeting was held at: Join Zoom Meeting <https://uso2web.zoom.us/j/82669376277?from=addon>

Meeting ID: 828 4248 3765 Passcode: 592851

Please contact 517-580-0020 for additional assistance

Community notification posted at the following locations: Insight Michigan Office; ISMI website

Pursuant of Michigan Open Meetings Act, Act No. 267 of the Public Acts of 1976, being

Sections 15.261 to 15.275 of the Michigan Compiled Laws

AGENDA:

- 1) **Call to Order:** 4:01 pm by Brandon Brice, President Detroit
- 2) **Roll Call:** Jessica AcMoody, Board Member Lansing, James Gambrell, Board Member East Lansing
- 3) **Also Present:** Teresa Boardman (ISMI) Head of School Grand Ledge, Pieter Hoekstra (ISMI) Principal Sault Ste Marie, Gena Sparks (ISMI) AA-Special Programs Lansing, Mary Kimball (ISMI) Title I Coordinator St Johns, Angela Bolen (ISMI) Operations Manager Bath, Shada Biabani (CMU) School Lead Mt. Pleasant, **Todd McIntire (K12) Regional Vice President** Philadelphia, PA, Beth Pawlowski (K12) Manager, Regional Finance Detroit,
- 4) **Missing:** Mike O'Brien Board Member, Mary Markert (K12) Senior Direct Finance,
- 5) **Guests:** Susanna Franks (ISMI Counselor) Grand Rapids, Mike Davis (ISMI Special Ed Teacher) Marquette, Ally Scully (Board Member Applicant) Detroit, Ashley Gray (Board Member Applicant) Bloomfield Hills, Paul Schummer (MDE Consultant) St Clair Shores, Aaron Jackson (Board Member Applicant) Bloomfield Hills, Dr. Rod Green (Consultant, Michigan Association of School Boards) Lansing

6) **Routine Business:**

Approval of the Board Minutes from March 2021.

- I. Motion to approve the March 8, 2021 Minutes: Brandon Brice
- II. Seconded: James Gambrell
- III. Approval: Unanimous

Approval of the Agenda

- I. Motion to approve the April Agenda: Brandon Brice
- II. Seconded: Jessica AcMoody
- III. Approval: Unanimous

Board President Report: Brandon Brice

- **Board Members**

We have a couple of key speakers that are joining us today for public comment. Had an outstanding Retreat for those of you who participated. Thank you, again. We will hear some information today from our consultant on the next step of where we need to go. This is the time we are recruiting new Board Members. Shada will update the Board in her report. There has

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been 4 people that has reached out to join and Brandon will confirm with CMU later in this report. If you have anyone interested in serving on the Board, please let us know. We are trying to get candidates to CMU to get them approved.

Brandon asked Teresa if there will be a vote today on potential Board Members? Teresa said that it was up to the board if they had a chance to review their resumes and credentials. Brandon recommended to table the vote for today. Brandon wants Mike here and there are some questions CMU will have to address as far as the approval status. Board will vote at the May Board Meeting on whoever else is being considered. Brandon wants to give the Board the opportunity to review the candidate's resumes and credentials.

We will now hear from the 3 potential candidates:

1. **Aaron Jackson**, currently works at Cranbrook Educational Community, private K12 School located in Bloomfield Hills, Michigan. Works specifically implementing their Horizon Upper Bound Program. Focuses on first generation college and low-income student's 9th thru 12th grade. Aaron's background expertise is education policy and procedure. Education is in Business and Law. Has an MBA and a JD degree.
2. **Ally Scully**, Government Affairs Professional at Magna International in Detroit. Has a degree in Political Science, passionate about public policy, loves education, and interested in learning educational standards and how they work in Michigan. Volunteers in a lot of political circles in her community.
3. **Ashley Gray, PhD**, Background is in Social Work and all her degrees are in Social Work. She has private practices in Wall Lake and Farmington Hills. She specializes in trauma with couples and young people in foster care. Full-time job is at Waterford Public Schools where she manages the Behavior Department. Works with K-12, any students who causes a disturbance in class let be behavior or academic who are really struggling. Her team of 6 people will work individually with the student and their family and it has been very successful. She enjoys her full-time job at Waterford and her private practice she is trying to grow and hopefully she will have one in every state. She is here to learn more by being on the board and by providing her expertise and services as it related to child development. Understanding education with students, always want to put that first and foremost when talking about a school board. Making sure the child and families are first. She welcomes any feedback or any questions.

Head of School Report – Teresa Boardman

- Strategic Planning – Dr Green
- **Data-Driven Strategic Planning – Brief Review**
- **Working on our Strategic Plan**
- Choose five comparison districts
- Gather quantitative data
- Gather qualitative data

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- Online survey
- Focus groups
- Developed Report for Retreat
- February 27 Retreat with 17 attendees
- March 1 Implementation Meeting
- April 12 Final Report

Planning Team Retreat

- Environmental scan
- Review current initiatives
- Review the data
- Develop vision, mission, and beliefs
- Develop strategic goal area
- Generate goal area objectives
- “Generate/finalize goal statements
- Identify next steps

Implementation Planning

- Review goal statements
- Finalized first year objectives
- Reviewed timeline
- Assigned responsibility
- Need to develop action plans for each objective
- Will report progress quarterly

Vision

Insight School of Michigan:
An Innovative School Empowering
Students for a Changing World

Mission Statement

Empowering our students to
engage in their education while
creating their path
to post-secondary success

Beliefs

We Believe

- ✓ Every student has the right to a quality education
- ✓ All student can learn

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- ✓ All students have the potential to succeed
- ✓ In cultivating an accepting environment for all
- ✓ In fostering a positive learning experience for all students
- ✓ In embracing diversity, equity, and inclusion for all students, teachers, and the school community
- ✓ In empowering all students by providing the tools and resources to encourage ownership in the learning

Values

Our PACT with our school community
PASSION, ACCOUNTABILITY, COURAGE,
TRUSTWORTHINESS

Goal Area – Academics

Goal Statement: We will improve student growth and academic success

Priority Objectives:

- ✓ Increase real-world application through project-based learning opportunities
- ✓ Incorporate soft skills and character development or social emotional learning (SEL) into the curriculum
- ✓ Improve literacy (reading, writing, speaking, listening) for post-secondary success
- ✓ Provide professional learning regarding best practices for virtual teaching to all staff, including:
 - ✓ Project-based learning
 - ✓ Social-emotion learning
 - ✓ Teaching and assessing literacy skills

Goal Area – Learning Environment

Goal Statement: We will foster an affirming and engaging learning environment.

Priority Objectives:

- Decrease chronic student absenteeism
- Improve student engagement with their own learning pathway
- Improve consistency of the user experience of the online high school
- Develop alternative schedule options to meet the needs of our students
- Enhance effectiveness the Strong Start

Goal Area – Communication

Goal Statement: We will improve communication with all stakeholders.

Priority Objectives:

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- Streamline two-way communication between school and student/families
- Develop centralized two-way communication protocols between administration and staff
- Improve two-way communication between the school and external stakeholders

Goal Area – Operations/Personnel

Goal Statement: We will focus all school operations toward student success.

Priority Objectives:

- Hire and retain quality staff who are well suited for ISMI
- Improve technology support and user experience for staff and students
- Develop quality onboarding opportunities for staff
- Provide ongoing professional development for staff in operation compliance
- Clarity operational expectations for all staff

What do we do next?

Board Approval

- Approve the Strategic Plan
- Administrators develop action plans including timelines, measurements regarding strategies
- Administration reports progress to Board regularly

Approval to accept the Strategic Plan

- I. Motion to approve the Strategic Plan as presented by Dr. Green: Jessica AcMoody
- II. Seconded: James Gambrell
- III. Approval: Unanimous

James Gambrell asked Brandon why the three board member candidates were asked to leave the meeting? Brandon wanted the board members to have an opportunity to view their credentials before there was a vote. They weren't officially members yet. That is why Brandon asked them to leave the meeting.

- Partnership Update – Paul Schummer
- Status of Partnership Agreement – On-Track- as of February 4, 2020
- MDE, Authorizer, Insight all conducted an independent review and recommendation for each Partnership Agreement Benchmark
- All participants discussed and explained their pre-assessment ratings through collaborative conversations
- Final determination is established by consensus

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Insight School of Michigan Benchmark Results

| 18-Month Benchmark(s) Insight School of Michigan | Benchmark Type | Review Status (Met or Not Met) | | | | |
|---|--|-----------------------------------|---------|---------|---------|---------|
| | | District | Partner | MDE | Final | |
| Date of Structured Conference: February 4, 2020 | | | | | | |
| 1 | Increase overall attendance rate for All Students by 0.5% by the 18-Month Benchmark | Local Outcome | Met | Met | Met | Met |
| 2 | Increase average credits earned by high school students by 0.5% by the 18-Month Benchmark | Local Outcome | Not Met | Not Met | Not Met | Not Met |
| 3 | Increase graduation rate index by 3 points by the 18-Month Benchmark | Local Outcome | Met | Met | Met | Met |
| 4 | The Mean Student Growth Percentile for English Language Arts will increase by 2 points by the 18-Month Benchmark | State Outcome | Met | Met | Met | Met |
| 5 | “The Mean Student Growth Percentile for Math will increase by 2 points by the 18-Month Benchmark | State Outcome | Met | Met | Met | Met |
| 6 | By the 18-Month Benchmark, the Proficiency Percent Met for English Language Arts will increase by 2% or the Proficiency Percent Met for Math will increase by 3% | State Outcome | Not Met | Not Met | Not Met | Not Met |
| 7 | 70% of teachers will implement the district | Process | Met | Met | Met | Met |

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| | | | | | | |
|---|--|---------|-----|-----|-----|-----|
| | curriculum with fidelity by the 18-Month Benchmark | | | | | |
| 8 | 70% of staff will implement the data teams process with fidelity by the 18-Month Benchmark as measured by the data team's reflection tools | Process | Met | Met | Met | Met |
| 9 | 70% of teacher will implement the instructional coaching plan by the 18-Month Benchmark as measured by the instructional coaching team's reporting tools | Process | Met | Met | Met | Met |

Insight School of Michigan Review Summary

| | Count | Percent |
|----------------------------------|------------|---------|
| Process Benchmarks Met: | 3 out of 3 | 100 |
| Local Outcome Benchmarks Met: | 2 out of 3 | 67 |
| State Assessment Benchmarks Met: | 2 out of 3 | 67 |

District Status and Pathway Determinations(s): On Track

District Contest

To reach a final status determination, each district presented the path to improvement to all stakeholders. This section provides context for the decision made and for the recommendations of next steps.

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Insight School of Michigan Leadership Team members including, Head of School Teresa Boardman and Principal Pieter Hoekstra, led a comprehensive presentation that illustrated their progress, obstacles, and remaining barrier. Area of focus included student attendance, credits earned, data protocols, curriculum implementation, instructional coaching, and math and ELA mean student growth percentiles and proficiency targets.

Promising Practices

It is imperative to identify and recognize promising practices that have surfaced during the process. Below is a list of these promising practices that should be reviewed and retained as needed and appropriate.

- Data team utilize data in a variety of ways to achieve intended results
- Reconfiguration to 9-12 and additional support services should lead to an increase in graduation credits attained.
- Targeted instruction in general education and special education, especially in language arts and math
- Curriculum review this Spring
- Student coaching and focus on attendance
- Work with staff on common culture and communication
- Test protocols
- Continue to work with partners (ex. K-12, CMU, Eaton RESA, etc.) and develop new partnerships
- High-quality systems are in place

RGA Collaborative Recommendations

A summary of the collaborative recommendations from all stakeholders is listed below. The Partnership District is encouraged to review and implement these recommendations if they align to the partnership goals and/or benefit the academic and non-academic success of students.

- Leadership Team remain intact
- Increase the overall index score and graduation rate to avoid reidentification as a CSI school
- Dr. Pearson asked Insight leadership to provide the Office of Partnership Districts' Accountability Research & Evaluation (ARE) Unit with their 11th grade scores from 2016-17 to analyze whether a new baseline can be established for continuity of data due to school reconfiguration
- Plan for sustainability and staff retention after 12h funds are no longer available

Next Steps

Upon receiving the Partnership District 18-Month Summary, the institution is encouraged to implement the following steps:

- Review and share the status determination with all stakeholders
- Develop plans and strategies to address the recommendation identified through the RGA process

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- Use the data from the summary report to guide and strengthen the district's continuous improvement efforts
- Celebrate the successes and promising practices noted in the report

What's Next?

- Waiver Results
- Testing Requirements
- 21h Funding
- What does this mean for the Partnership Agreement?

Career Fair – Susanna Franks

- 2nd Annual Virtual Career Fair-May 6th
- Topics can include:
 - How did you decide to get into this Career?
 - What is a day in the life of your work like?
 - What education/training was required for their career?
 - What skills do they need to do their job successfully?
 - What is their favorite part about their job?
 - What is the outlook of this job?
 - What is the typical salary?
 - What type of person would be good in this career?
 - Any personal stories?

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HOS Report

Academic report. (Updated LALI and D2L data)

Passing Rate (All)

40%

(Passing Rate Target: 75%)

Change from Previous Year

21%

LALI School View

Report Date: 4/05/2021

Northern

State:

SchoolGroup:

| School Group | Std Count | CWM | CWM YoY | GO Box | GO Box YoY | TSR | TSR YoY | Drop Out Rate | Passing All Courses | Passing All YoY | On-Track for 75% | On-Track YoY | Connect Calls | Connect Calls YoY | Overall Part. YoY | Overall Part. YoY | Overall Growth YoY | Overall Growth YoY | Reading Goal |
|--------------|-----------|-------|---------|--------|------------|-----|---------|---------------|---------------------|-----------------|------------------|--------------|---------------|-------------------|-------------------|-------------------|--------------------|--------------------|--------------|
| HWAM | 2085 | 23.4% | -6.5% | 21% | -10% | 1% | -46% | 36% | 45% | 9% | 72% | 24% | 76% | 35% | 63% | -23% | 50% | -1% | -6% |
| ISM | 735 | 23.5% | -7.5% | 26% | 8% | 26% | -7% | 39% | 40% | 21% | N/A | | 73% | 18% | 65% | -23% | 50% | -3% | N/A |
| MDLVA | 3331 | 25.5% | -8.1% | 24% | -1% | 2% | 1% | 25% | 39% | 4% | 77% | 21% | 80% | 50% | 64% | -25% | 51% | -9% | 4% |
| MVCA | 3022 | 27.4% | -4.5% | 24% | 1% | 0% | -2% | 49% | 36% | 5% | 78% | 16% | 83% | 61% | 64% | -25% | 51% | 1% | -2% |



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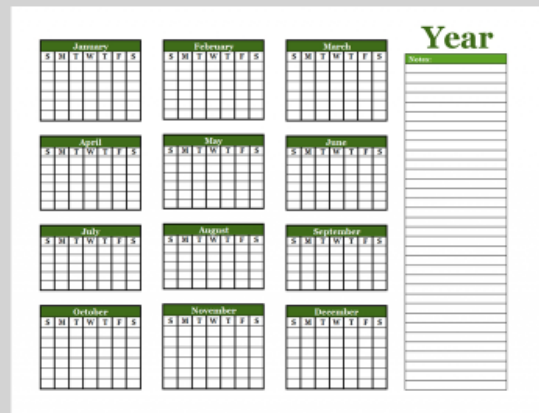
In the Board Packet that was sent last week to the board members there were 3 potential drafts calendars for the 2021-22 school year. Last year the Board was given 3 options and they picked early release with no spring break. This choice was not popular with the staff. Many of our students tend to take the spring break and maybe they will come back, maybe they won't. We were hoping to have the no spring break as a means of keeping students' engagement. Teresa wanted the Board to have the month to review them and ask any questions. Brandon has made the calendar issue a 30-day read so the Board has time to review it and will vote at the May Board Meeting. Todd stated that this should be a staff recommendation on a single calendar. This is not the best way to get the best results to give three options to the Board. The professional staff should be making a single recommendation and then taking input based upon that to make adjustments from the board members. This should be an administrative recommendation with board approval as opposed to a board decision. Todd would strongly encourage the administrative staff to look at the calendars and make a single recommendation to the board. They've got the other options they can look at and shouldn't leave it wide open. That's not effective management strategy. Teresa will look at the calendars and present one version they think is the best at the next board meeting. Jessica stated that staff input is important and should be taken into consideration and more so after board see's the data.

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Administrative staff is also looking at the historical attendance data as part of our partnership agreement. Should have that data in May for the board to review.

2021 – 2022 School Calendar

- 3 potential master calendars for the 2021-2022 school year.
 - One traditional calendar
 - One early release with no spring break
 - One early start date
- Review and make decision at May Board meeting
 - Data on engagement will be presented next month to consider
 - Staff input



CONFIDENTIAL 9

MI Staff Retention initiative

- Adjust current staff salary based on market/competing opportunities
- Base salary + increase with 5-year cap
- Increase incoming salary to entice the BEST teachers for ISMI

General and Special Ed Teacher Salary Increase Proposal 2021

Purpose of exercise:

To level all MI General Ed teachers to a starting salary of \$41,000 and Special Ed teachers to a starting salary of \$43,000 based on market/competing opportunities and to entice the best teachers to our schools.

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Methodology:

Adjust all current teachers' salaries based on the below scale. At 1 year of continuous employment, we added 2.5% to the base. We capped the increases at 5-year tenure.

Regular Ed

| Raise salaries to | |
|-------------------|------------|
| Years' Service | New Salary |
| 0 | 41,000.00 |
| 1 | 42,000.00 |
| 2 | 43,000.00 |
| 3 | 44,152.63 |
| 4 | 45,256.33 |
| 5+ | 46,387.74 |

Special Ed

| Raise salaries to | |
|-------------------|------------|
| Years' Service | New Salary |
| 0 | 43,000.00 |
| 1 | 44,075.00 |
| 2 | 45,176.88 |
| 3 | 46,306.00 |
| 4 | 47,463.95 |
| 5+ | 48,650.55 |

Impact

Annual = \$108k in additional salaries
 Timing = retroactive back to April 4th
 2021 Impact = \$31k (3 months + taxes)

| Tenure | General Ed FTEs | Spec Ed FTEs | Annual Impact | FY21 Impact |
|------------|-----------------|--------------|---------------|-------------|
| (In Years) | | | | |
| New Hires | 7.00 | 2.00 | \$ 11,500 | \$ 3,280 |
| 1 | 2.00 | 1.00 | \$ 12,025 | \$ 3,430 |
| 2 | 4.00 | - | \$ 8,468 | \$ 2,160 |
| 3 | 1.00 | 1.00 | \$ 10,054 | \$ 2,868 |
| 4 | 1.00 | 1.00 | \$ 9,247 | \$ 2,638 |
| 5+ | 9.25 | 3.00 | \$ 56,535 | \$ 16,126 |
| | 24.25 | 8.00 | \$ 107,829 | \$ 30,758 |

Finance

Bonnie presented the Financials for March 2021.

Motion to approve the K12 payment.

- I. Approval of the K12 payment of \$630,146.21: James Gambrell
- II. Seconded: Jessica AcMoody
- III. Approved: Unanimous

K12 Update – Todd McIntire

K12 lobbyist confirmed the governor proposed a 20% budget cut for virtual schools. It's unlikely to get passed in this session. Going to continue to monitor that and if it gets any momentum. They are also



helping us getting out the message about going back to MDE testing requirements. Received very confusing guidance on terms of testing.

1. Students that were fully virtual should not be required to come in for testing. Then they said the schools should do testing. Getting about 30% participation which is fine. We don't want families to feel at risk at any time and want to limit the risk to staff as well. The communication has been to let the families know that testing is optional this year and we will use whatever data we can get. An introductory call was arranged between Brandon and Strides new CEO, James Rhyu. Felt it was productive and James will have an opportunity in the next year or so to come and participate in a Board Meeting and meet other board members. After the pandemic can bring the board to our headquarters in Virginia. We try to do that with every board every year. It gives you an opportunity to observe all the services your receiving.

Authorizer Comment – CMU Shada Biabani

Note: Where people are joining from. Must write down what city they are joining from for the minutes.

- Live Board Meetings resume
- Watch emails for CMU available Webinars for PD
- Shada is sending all board members books that review Open Meeting Act for review

New Board Member Orientation

May 5, 2021 and May 7, 2021 – Webinar

Board Present Roundtable

May 11, May 13, and May 14, 2021 – Webinar

Legislature has passed House Bill 4048, supplemental school aid funding for fiscal 2021. Is everyone receiving the Michigan Policy Update, that come out from Shada's office. It's a legislature update that comes out periodically from her office. If you are interested in receiving it, contact Shada and she will get you on the list.

Board Candidates

We have one open seat and have 3 candidates. It's important that the board encourage anyone that is not nominated to join a committee. The committees are not fully functioning yet but are working on it. Candidates would have to be nominated today if you wanted them to attend the CMU Board of Trustees meeting in June to be appointed. The process is, they apply, Shada meets with them, one or two people from the board should meet with them, make sure the candidate is a good fit. Brandon interjected that the last time he spoke with Shada it was mentioned that even though we are subjective to have five members there could be a partition to take it to the max of 7 or 9. The current contract with CMU says that your board is 5 people.

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CMU does allow 7 or rare cases 9 people on a board but there's a process and it doesn't happen overnight. You would have to do a contract amendment. Todd stated that even though the by-laws state the Board can be 5-9 members. Wouldn't the by-laws govern? Shada said yes. Brandon stated looking at the committee structure and looking at the Strategic Plan it would be hard to do with just 5 people. Shada said that is where your committees come in to play. CMU Board of Trustees must approve any increase of the size of your board. Todd asked Shada, since the by-laws state 5-9 members why is that considered an increase? Each board is set at a certain number and yours happens to be 5. It can be increased, Todd said the amended by-laws are included in the contract, so where in the contract does it override those by-laws? Shada doesn't know the answer but she knows that the board is set at 5. Shada did talk to Orlando, who is the Director of Governance at CMU and asked about this and he said if they want their board to be more than 5 people, there are steps they will have to go through. What they are going to do is get your committees filled out and have enough people. Todd said should have the board attorney look at the contract. Todd recommends that the board nominates all three candidates and sort it out afterwards. Todd is looking at the contract and every reference that he sees says 5-9 members. Doesn't see anywhere that it limits the board to 5 members. Brandon recommends that the three candidates are nominated today to start the process and if Orlando has a challenge, he can call Brandon direct. We can't push the committee structure if we don't have members to do it. Shada stated they don't have to be board members to sit on the committee. You can bring anyone one in to be on a committee and we encourage that because it gives you a pipeline for additional board members. According to the by-laws that Brandon read, it's given this body 5-9 it didn't say just 9. If we nominate candidates to the board that means they're in process for board consideration. Don't need to nominate committee members. If we are within our guidelines, that says 5-9 than Brandon would like to hear from Orlando if there is authority written in the by-laws what is the push back? The Board of Trustees is going to be looking for reasonable assurance that you can keep those seats filled. If they authorize seven board members and you only have four and you can't keep it filled, then that's not good. Todd indicated that the by-laws state that the quorum changes depending on the number of members you have. So if you have 5 the quorum is 3, if you have 7 the quorum is 4. If you have a vacant seat the quorum just changes. It doesn't seem that an obstacle that can't be overcome. Brandon recommends that the three candidates be nominated today, Shada and Brandon will discuss with Orlando to make sure we are complying. Shada suggested the board discuss they want to increase the board. Shada wanted to clarify the charter says you can have 5, 7, or 9 board members but that number is included in the authorizing resolution. Any adjustments require the Board of Trustees to approve it so you would have to submit a resolution requesting that change be made. The submission of the resolution will start the process. You would have to have a yes vote by a quorum. The quorum number is 3 yes votes because you have a 5-member board.

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Teresa M. Boardman Head of School, prior to the meeting.
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Insight School of Michigan
526 Creyts Rd Ste A Lansing, MI 48917
517-580-0020
<http://mi.insightschools.net/>



Approval to increase the Board Members

- I. Motion to expanding the number of Board Members from 5 to 7: Jessica AcMoody
 - II. Seconded: No second motion. Motion does not pass
- Absence: Mike O'Brien
 Motion has been tabled until May or Special Open Board Meeting on April 29/30.

Special Board Meeting on April 29/30 for voting on increasing the board and board candidates.
 Brandon will notify Teresa when the Special Board Meeting will be.

Public Comment

Michael Davis, teacher at Insight School of Michigan, excited to be at the meeting and wanted to share some staff insight. He wanted to say what a wonderful job our administration has been doing. He was not a fan of the change in calendar, saying not sure it works for me. I looked at the attendance for the year and I was really surprised to see, having spring break did have students come to school more. The theory you don't have spring break to still come to school. Mike stated he was wrong and thank the admiration staying strong.

Motion to adjourn by Jessica AcMoody
 Seconded by James Gambrell

Meeting adjourned 5:59 pm.

Next Board Meeting May 10, 2021 at 4:00 pm.

Minutes Certification:

Proposed minutes respectfully submitted,

Teresa M. Boardman

04/20/2021

 Board Secretary/Recording Secretary

 Date

Approved by the Board of Directors

 Jessica AcMoody

 4/29/2021

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