



NOTICE OF SPECIAL MEETING OF THE BOARD OF DIRECTORS

01/11/2021 @ 4:00pm

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: 4:05 pm by Brandon Brice, President

Roll Call: Jennifer Stevens, Jessica AcMoody and James Gambrell

2) Also Present: Teresa Boardman (ISMI), Pieter Hoekstra (ISMI), Gena Sparks (ISMI), Mary Kimball (ISMI), Angela Bolen (ISMI), Todd McIntire (K12), Bonnie Pawlowski (K12) Mary Markert (K12), Linda Diaz (Lumen Impact Group) and Dr. Rod Green (Consultant, Michigan Association of School Boards)

3) Missing: Mike O'Brien, Shada Biabani (CMU) and Mary Kimball (ISMI)

Routine Business:

• Approval of Agenda

I. Motion to approve the January 11, 2021 Agenda: Jessica AcMoody

II. Seconded: Jennifer Stevens

III. Approval: Jennifer Stevens, Jessica AcMoody, and James Gambrell

President's Report Brandon Brice

• Board Development Proposal

First proposal by Lisa Diaz, Lumen Impact Group

Lumen Impact Group supports Insight School of Michigan as individuals and as teams in thinking strategically. LIP helps you define your path forward while forging a cohesive, thriving culture. We arm you with processes and tools that address specific needs and prepare you to achieve groundbreaking impact.

All our efforts are tailored. We customize your experience based on your organization, its mission and team members. We help you decipher how to optimize the obstacles and the opportunities that stand between you and your greatest impact. Through every organization we have supported is unique, the following elements remain consistent:

- We believe feedback is essential to organizational development
- We believe partnerships are a key element in reach8ig and/or exceeding goals.
- We believe taking the time to wrestle through key strategic decision points in a respectful and efficient way is the key to lasting impact and
- We believe the most effective visions are built in collaboration with board leadership, administration and management. Bringing together a mix of perspectives.

Scope of Work

Situational Analysis

With new board member/leadership, the inspire team wants to come together to advance the following:

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities

Act of 1990, Public Law 101-336, 42 USC 12101 et seq or any successor law.

Should you require specific accommodation(s) please contact

Teresa M. Boardman Head of School, prior to the meeting.

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- Generation of a shared understanding of the current state as it relates to Insight's Impact:
- Development of a shared vision of the future state for Insight's impact;
- Expansion of clarity around rolls and responsibilities; and through the work.
- Elevation of the collective power of the team.

One-Day Retreat Facilitated Session

To advance organizational impact, teamwork and a shared vision must be at the heart of any initiative. Organizational success is not about one person, but a team of people collectively working together towards the same target of success. To this end, this facilitated session will include, but not be limited to, the following:

- Development of a shared understanding of Insight's current and desired future state which will involve a deeper dive into the school's current mission and vision.
- Refinement/Development of a shared strategic vision.
- Development of clarity on roles and responsibilities including the development of board member expectations.
- Engagement of team members in working collaboratively through creative and hands-on discussions to advance teamwork.

The process concludes with action planning, which helps the team put in motion the key actions needed to advance progress.

Expected Outcome:

- Development of a shared vision.
- Documented board roles and shared expectations.
- Understanding of who the Insight team is as a collective to capitalize on strengths to support the advancement of the shared vision.

Methodology:

- One preplanning call with board and school leadership.
- One day virtually facilitated session.
- One post-retreat call with board and school leadership.

Investment

The cost associated with the one-day retreat including the pre and post meetings is \$1,500.

Payment Terms

100% will be due upon execution of the agreement.

Team Information

Lisa Diaz, Lumen Impact Group, Founder

Leaders turn to Lisa Diaz when the need to shape ideas into strategies and create an organization culture that unites team and positions them to thrive.

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Second Proposal by Dr. Rod Green, Consultant, Michigan Association of School Boards

Data-Driven Strategic Planning – One Day with other stakeholders

Pre-Planning	Analysis Needs Assessment	Strategic Formulation	Implementation Planning Feb 27	Documentation
Identify Process	Gather Quantitative Data	Development of Vision, Mission, Beliefs	Goals Teams Board	MASB Final Report
Project Scope	Gather Qualitative Data	Strategic Goal Development	Action Plans Administration	
Analysis of Previous Work				
				
	MASB	Continuous	Support	

Planning the Work

Comparison Academies or Districts

Gather quantitative data

- Gather qualitative data
 - Online survey
 - Focus groups
- Develop Report for Retreat
- Retreat Feb 27 – 8:30am to 3:30pm
- Implementation Meeting - March 2-3?
- Board Approval

Included Services

- Templates for Press Releases
- Templates for Invitations
 - Input Sessions
 - Electronic Input
 - Planning Retreat
- Meeting Updates

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Planning Team Retreat

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

Implementation Planning (More for Administration 3 hrs. workshop)

- Finalize goal statements if necessary
- Finalize first year objectives
- Calendar first year objectives
- Develop action plans
- Develop a board monitoring process

Approval Phase

- Summary reports presented
- Approval of strategic plan
- Implementation and action plans
- Progress monitoring

Cost

\$ 8,300 includes survey, focus groups, development of the report, retreat, and implementation.
Takes approximately two months.

Discussion regarding both proposals.

Motion to approve the Board Development Proposals between Lisa Diaz or Dr Rod Green.

- I. Approval to adopt the selection of today's facilitators for the Retreat or Strategic Plan by Jessica AcMoody
 - II. Second: James Gambrell
 - III. Roll Call – Lisa Diaz Proposal:
 - Brandon Brice No
 - James Gambrell Abstain
 - Jessica AcMoody No
 - Jennifer Stevens Abstain
 - Mike O'Brien – AbsentVote: 2-2 Tie
- Roll Call – Dr. Rod Green Proposal
- Brandon Brice Yes
 - James Gambrell Yes
 - Jennifer Stevens Abstain
 - Jessica AcMoody No
 - Mike O'Brien - Absent
- Vote 3- 1 Approved

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Jennifer will send Brandon her initial question and he will email Dr. Green her question before we approve the contract, even though it's been voted on.

Spring Development Retreat – February 27, 2021.

Head of School Report Teresa Boardman

Update the board on an initiative we took up over the holidays. Holiday of Hope, we reached out to our families who were on reduced lunch status not free status. Many of our free status student are homeless or have other support that allow them a little bit more resources that sometimes that group of students are on reduced lunch don't have the same amount of support. ISMI staff supported six students through the Holiday of Hope initiative. Courtney Ferris, ISMI social worker, along with the student support team, identified students. Identified specific needs that could be supported above and beyond the existing supports of the school. We had more staff interest than expected. ISMI would like to expand this program next year, including the involvement of board and other stakeholders. We had one high school girl ask us for under garments. To ask for under garments as a high school girl shows the need of some of these high school students are going through. We told her that we would get her under garments and not make that a Holiday of Hope item. Some of the items given to the six students were boots, coats, books, school item, and Taco Bell gift cards. It was our first time do it and it was very successful. We would like to expand the program next year and hopefully by then to include the board and other community stakeholders if we have more time in planning it.

HOS Update – Academics

Course Passing Rates - Current

11/22	11/29	12/6	12/13	12/20	12/27	1/3	1/10
55.4%	54.4%	51.0%	48.9%	50.2%	51.1%	51.2%	54.0%

Students Passing All Courses – Current

11/22	11/29	12/6	12/13	12/20	12/27	1/3	1/10
31%	32%	30%	28%	27%	28%	28%	33%

Staffing

Currently openings for staff:

- 2 Math
- 2 ELA
- 1 Social Studies
- 1 Special Education
- 1 Long term sub for Math to cover a teacher on FMLA

ISMI transition to Newrow

Pieter gave a quick overview of the transition to Newrow starting next semester. Switching from Black Board Connect to Newrow. Newrow is a “camera first” platform.

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Partnership

With the spring closure of all Michigan schools and subsequent suspension of the 2020 statewide assessments as a result of the public health pandemic, the Michigan Department of Education (MDE) received a waiver from the requirements to identify schools for comprehensive support and improvement (CSI), additional targeted support (ATS), and targeted support and improvement (TSI) supports based on data from the 2019-20 school year.

Following the waiver offspring 2020 statewide assessments, Michigan school index results for the 2019-20 school year will not be calculated and, as such, no new CSI, TSI, or ATS school identifications will be made using 2019-20 school year data.

School identified for CSI supports based on 2016-17 school; year data will remain in the current CSI cohort and continue receiving the respective supports.

Special Education

Special Education Operational Compliance School. This score represents the current compliance status of your special education department against K12 standards. 15 is a perfect score.

Current Operation Compliance Score: 15.00 If 5-day remediated audit previous compliance score 0.
 Previous School Year Operation Compliance Score: 15.00 2019-2020

Special Education File Compliance Score: This score represents the current compliance status of your special education files. 15 is a perfect score.

Current File Compliance Score: 14.13 If 5-day remediated audit previous compliance score 13.51.
 Previous School Year File Compliance Score 13.53 2019-2020.

Compliance Item Scores	
14.25 -15	Exceed Expectation
13.5 - 14.24	Meets Expectations
10 - 13.49	Meets Some Expectations
9.99	Needs Development Coaching

Special Education Academic Compliance Score. This score represents the% of goals and present levels of performance (PLOPS) that are correctly reported and tracked throughout the IEP academic cycle. Evaluation to ER to PLOP to Goals to Progress Report. 15 is a perfect score.

Current Academic Compliance Score: 13.5. If 5-day remediated score, previous compliance score 13.11.
 Previous School Year Academic Compliance Score 12.84 2019-2020.

Average SE File Audit Score: This scores an average of the Operational Compliance, Academic Compliance and File compliance scores and is the score reported for RYG and PMO.

Current Average SE File Audit Score 14.21. If 5-day remediated score, previous compliance score 13.87.
 Previous School Year Average Compliance Score 13.79 2019-2020.

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Finance – courses charges follow up

Course with Materials

ELA – 9, 10, American Literature, British Literature.

HIS – World History, U.S. History, Economics.

Math – Algebra1 and Geometry.

Charter Contract with CMU states specifies that we will provide materials and the price list included at that time does not indicate optional for some courses, so they would be required for the courses for which students are enrolled. Shipping Information – which includes that schools cannot ship to some students and not others.

<http://k12inc.shrepoint.com/sites/OOS/coursesmaterials/Pages/Student-Materials-and-Reclamations.aspx>.

Finance

Bonnie reviewed the Finance Packet for January 2021.

Review of Finance Packet and K12 Price List - There are no changes to the K12 Price List

Motion to approve the K12 payment.

- I. Approval of the K12 payment of \$1,244,687.16: Jennifer Stevens
- II. Seconded: Jessica AcMoody
- III. Approved: Unanimous

Governance/Administration

- By-Laws were emailed – were there any questions
Read the By-Laws.
- Did not name committee members last month meeting.
If there is a committee you would like to chair, let Brandon know. May have to double up until we grow.

Program & Curriculum

K-12 Update -Todd McIntire

Will continue to conduct audit of the cyber-attack that was done. Should have a report out soon that will determine what additional step that need to be taken. Ensure that all those steps will be taken. Getting ready to kick off the re-registration process for the next year and our registration team is conducting this week and next with the schools to ensure that all those steps are in place. This is a pretty routine process for Insight of Michigan but a critical part of our beginning of the 2021 school year. We get student to re-register first, then open registration to additional students outside and establishes the marketing materials any changes to the school that can be used to make sure as many as possible to fill the school. Academics is critical as the first semester is ending. Tracking academic progress making sure the schools moving forward with respect to the middle of the year. Testing and ensuring growth by the end of the year.

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Authorizers Report Shada Biabani emailed – presented by Teresa Boardman

- Watch emails for CMU available Webinars for PD
- Governor order extends use of virtual meetings through the end of March 2021 currently
- Shada is sending all board members books that review Open Meeting Act for review

Fund Development/Strategic Initiatives

- Strategic Plan
Table Fund Development until we speak with our facilitator. That is a big part of what it’s going to be, and Brandon doesn’t want to put anything in motion before going through the facilitator first. Still need a Fund Development/Strategic Chair. If you have an interest in this committee let Brandon know.
Motion requested to table Fund Development/Strategic Plan until February Board Meeting.
 - I. Motion to table Fund Development/Strategic Plan until February’s Meeting: Jessica AcMoody
 - II. Seconded: Jennifer Stevens
 - III. Unanimous Vote

General Information

New Business - None

Public Comment - None

Can the agenda be sent out sooner? Teresa can send the Agenda not Financials out the Friday before Monday’s meeting.

Brandon adjourned the meeting at 5:45pm
Next Meeting: February 8, 2021 at 4:00pm

Minutes Certification:

Proposed minutes respectfully submitted,

<i>Teresa M. Boardman</i>	01/20/2021
Board Secretary/Recording Secretary	Date
Approved by the Board of Directors	
Jessica AcMoody via Zoom	02/08/2020