



NOTICE OF MEETING OF THE BOARD OF DIRECTORS

8/10/2023 @ 5:30 pm

Board meeting held at 526 S. Creyts Suite A. Lansing MI, 48917 and available to the public at:

Join Zoom Meeting <https://us02web.zoom.us/my/tboardman>

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 ISMI Sections 15.261 to 15.275 of the Michigan Compiled Laws

AGENDA: Call to Order: 5:31 pm by James Gambrell, President

- 1) **Roll Call:** Jessica AcMoody Board Member, Aimee West Board Member, and Laura Tegels Board Member,

Also Present: Pieter Hoekstra (ISMI) Principal, Teresa Boardman (ISMI) Head of School, Mary Kimball (ISMI) Title I Coordinator by Zoom, Gena Sparks, (ISMI) Manager Special Programs, Jenifer Charles by Zoom, K12), and Erin Conley, by Zoom CMU. Emmanuel Williams, Prospective Board Member.

Missing: Todd McIntire (K12)

Routine Business

Approval of Minutes from previous Board Meeting June 22

- 1) Motion to approve the June 22 Board Meeting Minutes: James Gambrell
- 2) Seconded: Laura Tegels
- 3) Approval: Unanimous

Approval of the Agenda

- 1) Motion to approve the agenda: James Gambrell
- 2) Seconded: Jessica AcMoody
- 3) Approval: Unanimous

Public Comment (Limited to Agenda Items)

None

New Business:

Board Policy Updates

Policy 2623 – Student Assessment

The policy is legally required and is revised. The policy has been revised to include the provisions of the Office of Educational Assessment and Accountability (OEAA) and the reporting requirements of Michigan Department of Education (MDE).

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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Policy 6325 – Revised policy and legally required.

A minor adjustment has been made to Policy 6325 specifically to recognize that not all federal grants.

contracts are subject to the Davis-Bacon Act (DBA).

All though these deals with specifically to construction alteration and repairs to public buildings, the revision, reflexes current Education Department General Administrative Regulations (EDGAR) and other applicable Grant Regulations provisions and should be adopted to maintain accurate policies since ISMI does receive federal grant funds.

Policy 8400 – Revised policy and legal requirement.

The policy has been updated to reflect current state law and best practices regarding school safety.

The corresponding AG provides specific details regarding Threat Assessment plans.

Motion to approve the Board Policy Updateds

- 1) Motion to approve the Policy updates as presented: Jessica AcMoody
- 2) Seconded: Laura Tegels
- 3) Approval: Unanimous

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Handbook Updates

- **Student Handbook Revisions**

Description of Change	Page Number
Change Date of Handbook on cover page	1
Updated names for Job Titles	4
Added the 2023-2024 Academic Calendar	5 and 6
Changed the school year to 2023-2024	13
Added the new State Testing Schedule	16
Need to remove the four bullet points for "4 credits of English"	21
Added a sentence to the "My Graduation Plan" section	22
Added "homeroom" after CASTLE	23
Added "Grade Level Advisor" to the "Work Permits" section	24
Added "Lease" as another form of POR	44
Updated the school directory information	50
Added "homeroom" after CASTLE	57

COMPANY CONFIDENTIAL 6

Approval of the Student Handbook Updates

- 1) Motion to approve the updates to the Student Handbook: James Gambrell
- 2) Seonded: Aimee West
- 3) Approval: Unanimous

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Computer Disposal

Stride used a rotating system or replacing teacher and staff technology/computers.

Once computers are too old, they are decommissioned from use.

The board needs to authorize Stride to donate or destroy decommissioned computers. All data is wiped and there is no chance of any data being shared or recovered.

Approval to donate or destroy old used computers.

- 1) Motion to approve to donate or destroy old computers: James Gambrell
- 2) Seconded: Laura Tegels
- 3) Approval: Unanimous

Reauthorization Process Review - Erin Conley CMU

The Center for Character School's will be conducting Reauthorization of the school's contract.

Throughout this important time, three fundamental questions are considered:

1. Is the academic program successful?
2. Is organization viable?
3. Is the school demonstration good faith in following the terms of its contract and all applicable law?

What is Reauthorization?

Reauthorization is the process a school goes through, in the academic year preceding its contract term expiration, for a new contract to be issued.

Reauthorization Process

1. Official Correspondence from The Center for Charter Schools
2. On-Site Visitations
3. Submission Requirements
4. School Board Review
5. Contact Finalization

If you would like to see the complete process is located at thecenterforcharters.org/wp-content/uploads/2021/08/ReauthorizationChecklist.pdf

Accreditation Process Review

An accredited school has met the standard and requirements as defined by the schools accrediting organization. The accrediting organization monitors the school on a regular basis to assure it meets the needs of its students and provides quality instruction.

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ISMI is monitored by CMU and Stride. However, Cognia (formally AdvancED) is a recognized independent accreditation agency that offers accreditation. ISMI's current accreditation runs through June 2024.

Conversations with Cognia regarding serving Opportunity Youth.

Enrollment Update

A full breakdown of enrollment by various demographics will be forthcoming for the September Board meeting.

Currently still enrolling and have not reached CAP yet.

527 students enrolled to start fall as of 8/3/2023.

Grad Boost Update

Update on Grad Boost – Summer School

220 students/credit earned.

Eleven additional graduates counted with the class of 2023.

Professional Development

Aug 8-9

- Instructional staff PD
- 230 N Washington Ave (Thanks to James Gambrell)
- Focus on student -based instruction, curriculum, planning, and classroom readiness!

Aug (15) 16-17

- All staff PD
- Novi MI
- CMU Conference
- Two days all staff. Emphasis on culture, process, and team. CPI

- Various additional training/PD
- Student user experience in online learning
- Social emotional Learning
- Special Programs compliance, MKV and Foster, and additional compliance training
- Graduation Plan
- Secondary Content Literacy
- DOK
- DEI

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- Using Data tools, Learning Hub, Stride resource
- Much more

New Staff Update

Staff Attrition

- Five teachers left ISMI.
- Two science, one history, one interventionist
- Two new hires in place
- One science and one history
- Collaborating with recruiter to hire
- All core classes are currently covered

Offers

- 1 Special Education offer
- General Education offers
- Two open positions

New Staff

- Jeannie Holladay
Science Teacher
Rockford, MI
- Jennifer Cox
Social Studies Teacher
Mason, MI
- Rachel LaVair
Special Education Teacher
Sheperd, MI
- Ashley Moore
Special Education Teacher
Royal Oak, MI

Financials

Review the Monthly Financials – Jennifer Charles

- 1) Motion to approve the monthly financials: James Gabrell
- 2) Seconded: Laura Tegels
- 3) Approval: Unanimous

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Approval of the K12 payment

- 1) Motion to approve the K12 payment: \$1,170, 220.82: James Gambrell
- 2) Seconded: Aimee Wise
- 3) Approval: Unanimous

Stride Update – Todd McIntire

Todd was unable to attend the meeting.

Authorizer Comment – Erin Conley CMU

2023 Annual Conference

August 15, 2023

Novi

Registration and waitlists for the conference are closed

NWEA Informational Webinar – What happened to the NWEA site?

August 24, 2023, September 14, 2023, and October 12, 2023, All Virtual

Meeting adjourned at 6:29 pm.

Minutes Certification:

Proposed minutes respectfully submitted,

Teresa M. Boardman

08/14/2023

Board Secretary/Recording Secretary

Date

Approved by the Board of Directors

James Gambrell

9/14/2023

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