



# Lighthouse Academies of Northwest Indiana

## Minutes

### LANWI October 2017 Board Meeting

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#### **Date and Time**

Monday October 16, 2017 at 5:30 PM

#### **Location**

Gary Lighthouse Upper Academy

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#### **Directors Present**

E. Harvey (remote), K. Ward McDuffie, M. Maxwell, N. Lucas, R. Daniels, Y. Irons-Johnson

#### **Directors Absent**

L. Heard, N. Barksdale

#### **Guests Present**

C. Ginty, C. Jackson, J. Beasley (remote), L. Harris, M. Rea, T. Dobson

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

The meeting was called to order at 5:45pm.

K. Ward McDuffie called a meeting of the board of directors of Lighthouse Academies of Northwest Indiana to order on Monday Oct 16, 2017 @ 5:45 PM at Gary Lighthouse Upper Academy.

#### **B. Approve Minutes**

Yvette Irons-Johnson moved to accept the minutes for the September 2017 minutes which was seconded by Rita Daniels.

Yvette Irons-Johnson moved to accept the minutes for the Emergency Board Meeting October 3, 2017, which was seconded by Rita Daniels.

Y. Irons-Johnson made a motion to approve minutes from the LANWI September 2017 Board Meeting on 09-18-17.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Y. Irons-Johnson	Aye
N. Barksdale	Absent
N. Lucas	Absent
E. Harvey	Aye
M. Maxwell	Aye
K. Ward McDuffie	Aye
L. Heard	Absent
R. Daniels	Aye

**C. Record Attendance and Guests**

**II. Finance**

**A. East Chicago**

Tina Dodson stated that East Chicago will improve in their Title I income in 16 days. There is an Innovation Grant for schools with a "C" or better.

Y. Irons-Johnson made a motion to A motion was made to pay the bills for East Chicago for the months of July, August, and September by Yvette Irons-Johnson.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

R. Daniels	Aye
L. Heard	Absent
N. Barksdale	Absent
M. Maxwell	Aye
Y. Irons-Johnson	Aye
N. Lucas	Aye
K. Ward McDuffie	Aye
E. Harvey	Aye

**B. Gary**

Y. Irons-Johnson made a motion to A motion was made to pay the bills for the months of July, August and September of 2017 for Gary LHA.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

R. Daniels	Aye
E. Harvey	Aye
L. Heard	Absent
Y. Irons-Johnson	Aye
N. Lucas	Aye
N. Barksdale	Absent
K. Ward McDuffie	Aye
M. Maxwell	Aye

**C. Controllers Report**

Tina Dodson presented the financial reports for all of the schools. She stated that East Chicago will improve in their Title I income in 16 days. There is an Innovation Grant for schools with a "C" or better.

Yvette Irons-Johnson questioned a check that was paid out to another LHA entity. A copy of the check was presented to the board and has been paid out.

### III. Governance

#### A. Human Resource Update

It was reported that 2 teachers were moved to Title I Specialist at K2. There are open positions across the network and LHC is working to support the schools in finding the best teachers. There are two part-time working at 41st building. They work 1/2 day in DTL and the other half in the classroom. Dr. McDuffie stated that this can be difficult. Sarah Gallagher stated that these positions will last for the rest of the school year. They recognized that the teachers they have will benefit from the expertise. It would be two teachers in those classrooms.

Lynise Harris stated that research on child management is looking at best practice. A lot of schools are growing their own talent. This is where they are in comparison to the rest of the State. Both teachers are magnet teachers and are placed in Core classes. The teachers have support.

Dr. McDuffie stated that she met a student who expressed her concerns about the turnover of good teachers in her school.

#### B. Revised Student Code of Conduct Committee Report

Mrs. Irons-Johnson spoke about the Code of Conduct and the meeting with the staff and parents. Hoping that the new code will take place in the next school year. Sarah Gallagher stated that they are working on the tier program that will be presented at the next board meeting.

#### C. Bylaw Revision

Dr. McDuffie stated that some of the by-laws need to be looked at again and revised and have them ready for the board meeting in November. Yvette Irons-Johnson suggested that we present at the December Meeting.

R. Daniels made a motion to have the revised By-laws presented at the December Board Meeting.

Y. Irons-Johnson seconded the motion.

The board **VOTED** to approve the motion.

##### Roll Call

N. Barksdale	Absent
Y. Irons-Johnson	Aye
E. Harvey	Aye
N. Lucas	Aye
R. Daniels	Aye
K. Ward McDuffie	Aye
L. Heard	Absent
M. Maxwell	Aye

#### D. Adopt Policy Re: Informing Students of Revised Code of Conduct and Consequences for Their Behavior

Mrs. Jackson stated that she has not addressed the new policy with the students and parents but she has discussed it with her staff. Mr. Ofrion stated also that they have not spoken with students but did inform the staff. Mrs. Beasley stated that she has not informed the students. they are just doing business as usual. Mr. Bly stated that they sent out messages to the parents and did address each grade level in a "Town Hall Meeting" atmosphere. Dr. Kay expressed that she attended the town hall meeting along with two other board members, Mrs. Maxwell and Mrs. Lewis and she thought the meeting was informative.

#### E. Adopt Policy

Sarah Gallagher is planning to have the document ready to distribute it to the board at the November meeting. Dr. Kay McDuffie stated that there is a Student Code of Conduct already in place. Dr. Kay McDuffie gave an example of an incident and what should be done since the restorative process is no longer in place. The Principals should now be allowed to send the child home a certain number of days. Yvette Irons-Johnson made a motion that we allow the Principals to send children home a certain number of days. Marvin stated that there may be some problem with some consistency among the school with this policy. Yvette stated that there would be inconsistencies due to different grade levels. Sarah Gallagher stated that there are some grey areas within the schools that can be worked around. She also stated that she has no intention of overriding any decisions. Sarah Gallagher stated that she would like to be in the loop with every decision made. She gave an example of an incident on the bus. Yvette Irons-Johnson stated that she is in agreement with Sarah Gallagher being in the loop. Rita stated that in the code of conduct handbook already in place will address the issues that Marvin is concerned with.

Y. Irons-Johnson made a motion to have the Principals at every school to make the decision regarding discipline and to make sure that Sarah Gallagher is aware of that decision.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

N. Lucas	Aye
Y. Irons-Johnson	Aye
N. Barksdale	Absent
R. Daniels	Aye
L. Heard	Absent
E. Harvey	Aye
K. Ward McDuffie	Aye
M. Maxwell	Aye

**F. Adopt Policy Re: Curriculum Changes (Notification provided to the Board of Director)**

Dr. Kay McDuffie stated that the math and reading program will be changed. Yvette Irons-Johnson motioned that the board must be notified that of any curricular changes.

Y. Irons-Johnson made a motion to adopt a policy of informing the board of any curriculum changes before that action is taken.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

N. Lucas	Aye
E. Harvey	Aye
R. Daniels	Aye
N. Barksdale	Absent
L. Heard	Absent
M. Maxwell	Aye
Y. Irons-Johnson	Aye
K. Ward McDuffie	Aye

**G. Adopt Policy Re:Hiring/Dismissal of Administrators (Notification provided to the Board of Directors)**

Dr. Kay McDuffie stated that the board should be notified of any personal changes before they take place. Dr. Kay McDuffie also stated that there should be a policy in place of the hiring and dismissal of personal which should also be presented to the board.

Y. Irons-Johnson made a motion to have a policy in place to address the hiring and dismissal of personnel and present that information to the board before action is taken.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

E. Harvey	Aye
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L. Heard	Absent
K. Ward McDuffie	Aye
Y. Irons-Johnson	Aye
N. Barksdale	Absent
N. Lucas	Aye
R. Daniels	Aye
M. Maxwell	Aye

**H. Adopt Whistle Blower Policy**

Dr. Kay gave the definition of the "Whistle Blower" act. Her concern were the anonymous letters that Ball State has received. She stated how much better this could have been if staff could voice their concerns openly. She spoke about a court case regarding this issue. She feels that if a teacher knows something they should be able to feel that they can report without them getting their jobs taken.

Y. Irons-Johnson made a motion to Motion that the board establish the Whistle Blower Policy for Lighthouse Charter Schools for the 18-19 school year and thereafter.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Y. Irons-Johnson	Aye
L. Heard	Absent
E. Harvey	Aye
R. Daniels	Aye
K. Ward McDuffie	Aye
M. Maxwell	Aye
N. Lucas	Aye
N. Barksdale	Absent

**IV. Operations Reports**

**A. PRINCIPAL REPORTS**

Mrs. Beasley stated that attendance at E.C. is holding steady. Doing their first round of testing. Oct 30, literacy night.

Mr. Oferio stated that the attendance is holding steady 90 -93. There are doing some problem solving with parents who are not bringing their children to school. They have offered the Director of School Culture, and a Kindergarten teacher positions. Still need a second grade teacher and one Interventionist. Had grandparents day with 60 grandparents in september, and planning trunk or treat at the end of the month.

Mrs. Jackson stated that the attendance is at 96%. Incentives were put in for students to get to class on Mondays. Mrs. Jackson stated that they now have a math person for intervention in math, BTL teacher for math, ELA for 5th grade and DTL's. Parent teacher conferences are this week and so is spirit week. The staff was able to go to Indy to see how the Eureka program works with the students. It was inspiring. The math block was changed using Eureka. She also saw a creativity day where the teachers brought in arts infused projects for the day. She wants to start small and is excited with introducing this to her teachers. Feels that arts infusion will be great. Will have a Eureka night for the parents.

Mr. Bly stated that attendance is above 711 and growing. 8th and 9th grade figures are not accurate in the system. . Stated that he put in a helpdesk ticket regarding the numbers. This year they have omitted "D" grades to raise the expectations of the students so they are working harder to obtain the "C". Keeping up with the teachers to make sure they are keeping track. Overall the grades are doing better. Recognize that the students are not doing well on the ACT. If you have a high GPA and a low ACT your options for college are better. He announced that 195 "A" "B" honor roll students. Continuing to push the students to not get "C". Honor Roll Breakfast Wednesday and Thursday. College week went well and exciting for the students. Trying to find ways to make that experience happen. Spoke about the Mayor's visit. She was able to see the classrooms.

Dr. Kay stated that 195 is low considering the student population. We could do better.

**B. RVP REPORT**

Sarah Gallegher spoke about curriculum and planning. She also spoke about the Eureka math development. English and Language Arts teachers worked with planning with the teacher from the Bronx school. 5th grade teachers also worked with her and the high school teachers. All students have completed their NWA scores. They are working with network data guy to get those pieces of information regarding testing. Student development. The rates in elementary classroom is doing fine. Close to having 75% of students at the high school accepted to college.

Yvette Irons-Johnson stated that having Arts infused in the programs is a good thing. This is what Lighthouse was designed around.

**V. Closing Items**

**A. Public Comments**

**B. Executive Session**

**C. Adjourn Meeting**

yvette move to adjourn at 7:13pm

Y. Irons-Johnson made a motion to adjourn the meeting.

R. Daniels seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

N. Barksdale Absent

R. Daniels Aye

Y. Irons-Johnson Aye

N. Lucas Aye

K. Ward McDuffie Aye

M. Maxwell Aye

L. Heard Absent

E. Harvey Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:13 PM.

Respectfully Submitted,

K. Ward McDuffie

**D. Next Meeting**