



**Interdistrict School for Arts and Communication
MEETING OF THE BOARD OF DIRECTORS**

Virtual Meeting through ZOOM*

August 12, 2020 at 5:30pm

New London, CT

*This meeting will be held virtually in accordance with Governor Lamont's Executive Order.
If you would like to attend, please call or email the school for instructions.

Present: C. Jones, H. Doughty, K. Rollins, D. Brailey, S. LaFrance, K. Gregoire, K. Booker, L. Cabrera

Absent: B. Crouch, L. Muller, T. Melendez, R. Muckle

Ex-Officio: N. Spera

Guests: D. Dunning, M. Rivera

Meeting started at 5:43 p.m.

AGENDA

5:30 pm

WELCOME/CALL TO ORDER

Chair C. Jones

- Establishment of Quorum
- Public Comment - None

The Board of Directors welcomes public comment. Individuals or groups may speak for a maximum of three minutes per person/group and twelve minutes per subject. Comments may be made on almost any matter related to the operations of ISAAC. However, comments concerning individual students or staff members shall not be permitted, per Board Policy 9418b "Meeting Conduct"

<https://content.schoolinsites.com/api/documents/5563d916b1d340b2b583313d125b1314.pdf>

5:32 pm

CONSENT AGENDA

- Approval of Minutes from July 8, 2020
 - Motion did not take place because they were not linked to the Board Packet.

5:33 pm

EXECUTIVE DIRECTOR REPORT

Dr. Spera

- COVID-19 Response, Update, Reopening Committees, and Future
 - Deep cleaning all classrooms, removing teachers' desks and moving them to the rooms that will not be used, new fresh paint on every single room, installing all the technology, cafeteria construction expected to be completed by next Monday, furniture expected to arrive soon. Looking to install plexy glass shields on the tables and bathrooms, signs, hand sanitation stations. Curriculum has been written in every subject area. Working on getting curriculum on the website. Students will be able to view these. Families will be able to stay ahead and see what is coming up. Planning for distribution of teacher and student laptops.
 - Working with the charter office. Expected that state assessments will take place in the spring. Although this might happen, they may not count toward school accountability.
 - H. Doughty asked for clarification on testing. Dr. Spera mentioned that the Commissioner wants for testing to occur this year. The commissioner said that he is hoping that the accountability index and how it goes toward school accountability will not happen this year. That the testing solely is like a formative assessment of where our students are. We need to know what gaps exist and the only way to do that is through testing. H. Doughty asked if that would not necessarily go towards our charter renewal in four years. Dr. Spera mentioned that it wouldn't. But that we will be assessing students and reporting assessment data every two months to the state.



- K. Rollins asked if the state has given us the date or month of when the formative assessments would start. Dr. Spera said that we have not been provided with the exact date.
- No summative ratings will be given for teacher evaluations. Schools must submit revisions prior to October 1st for Teacher Development and Evaluation plans.
 - K. Rollins wanted clarification in reference to teacher evaluations. Dr. Spera clarified that it is just the summative ratings which will not take place. They will still be evaluated. Teachers will still write SLOs.
- Creating the 8-day Professional Development plan, which includes COVID-19 training and understanding new initiatives. Very positive communication taking place between staff in the office and families. As students decide not to attend ISAAC, some because of transportation issues, we are working with the wait list to fill their slots. A very strong advisory curriculum was written to ensure that social/emotional needs are included. Regardless of which plan the students choose, the students will get interaction with one another through an advisory program. Continued to discuss planning videos to show to our students and families. The New London Superintendent offered for us to use some of the videos that they are using. These will be important to show our families and students so that they know what to expect when they return to school. Continue working with our medical advisor and Ledge Light Health District with different scenarios.
- Balancing the possible funding versus actual funding; the SSR. The CARE Act: we submitted \$130, what that would be used for. Now there are rumors that NBC 30 reported that there's an extra \$200 plus million dollars coming to districts. So it is hard; what to ensure, what do you do. We don't want to get into financial difficulties, but we also want to ensure that our families and students are safe.
 - K. Gregoire asked if there are supplies that we are having difficulty finding. Is there anything so far in terms of supplies that has become more expensive than anticipated? Dr. Spera mentioned that we hit a homerun yesterday. Before then, we were looking at \$250 per hand touchless sanitizing station. Dr. Spera made a call to a restaurant and asked where they get these from. They connected him with US Foods. They had the hand sanitizing stations for half the price for each. This was a huge cost savings. Plus they deliver right away. Right now Dr. Spera is confident that these things are in place for the start of the school year. Some things, like plexy glass, is something that Dr. Spera would like to place in some places throughout the building, but this is more of a luxury than what is part of the American Pediatrics or what the CDC says is a necessity. K. Gregoire asked if there are any items that the Board members could look for, even ask donations for. Dr. Spera said that D. Dunning could provide the members with the supply list that was given to students. H. Doughty mentioned grants from local organizations, like Kuwanis Club.
- Continue to create, revisit, reimagine the components of what would be a normal start of school and what that looks like. Mrs. Dunning and Ms. Collins and other teacher volunteers have been working on that. Communicating with New London and Waterford Superintendents. They have been very helpful. Working with the Garde Arts administration in preparing the classroom spaces so that they are ready. Those are two of the larger classrooms for us.
 - K. Rollins mentioned that she loved the reopening plan.
- Enrollment: Trying to have a number of 282. That would be 6 more students than what the State requires of us. This is done in anticipation of losing some students before October 1. The number we must report to the state is 276. Mr. Brailey was interested in knowing where are students are



coming from. We still have parents transporting their students to and from ISAAC. Close to 50% of our families want the hybrid model. The least favorite what the “whole” model.

- Remote Learning - over a third of our families in each grade. A total of 103. Some call and change because they are undecided.
- Class average will be 11 or 12 students per cohort.
 - K. Rollins mentioned that the slide shared in the Power Point presentation that broke down the towns, that would be great to keep in our minutes since that was on the agenda for Academic Excellence.
- NEASC Candidacy Status
 - We are an official candidate school. The key foundation elements is what we are working on. Staff has worked very hard over the summer, especially D. Dunning and T. Collins who have taken a great leadership role with that work. Veteran and new teachers are expressing their excitement about having a curriculum, knowing what they will be teaching every day.
- Charter Renewal Update - We got an extension to a fourth year. Hopeful that in 2024 we will be prepared for both groups, the charter renewal and the NEASC groups, to come in at the same time and look at the same things. People are seeing that this school is “ready to explode.” This school is ready to go to that other level. It will be so special and amazing and our students will benefit so much for that. Dr. Spera says he believes we are going to be a sought after school. Submitted another action plan update, which Dr. Spera will forward to K. Rollins.
- Hiring Update
 - Still have a couple of open positions. Continue interviewing for some that are mandatory. We had a recent resignation for a Special Education position. We are trying to recruit someone because this is a vital need. Also trying to hire someone bilingual to support our bilingual program.
 - Mr. Booker did a great job of reaching some our community partners, especially in the Old Lyme/Stonington region. Lyme/Old Lyme how can we connect our two community schools and have them work together. Exploring ways that even our students could attend a school like the Old Lyme High School, possibly in the future.
 - K. Rollins asked for clarification on open positions being SpEd & Bilingual only. Dr. Spera mentioned that that is correct.
 - Karen asked about teacher evaluations. Would there be something done to let teachers know how they are doing.
 - The evaluation and formative will still be done. They will still do SLOs. Just the end-of-year rating is the only thing that is off for this school year.
 - Had hired someone for Art Teacher, who ended up singing up with another district. Right now, since we are going hybrid, we will not need to hire a second Art Teacher, but when we go back to full in person, we will definitely need this teacher in order we want to do in reference to expand the arts. We received the resignation of a SpEd Teacher. Shifting some people, with the help with S. LaFrance. Our organization chart still looks the same. The need for the Bilingual Education Assistant is that now we are a bilingual program since we have over 20 students who are speaking the same language and are identified as an English Learners. That qualifies us for additional funding through a grant.
 - Our Head Custodian, Tino Rodriguez, has been an absolute rock star. When he became solo, he was here every day doing the work alone. Now he has two other people working with him. Tino has been a blessing to us. He has done an excellent, excellent job.



- The committee wants to make sure the dates for the formative assessments are put on the calendar once we hear when they should take place.
- **DEVELOPMENT** *K. Gregoire*
 - The meeting did not take place due to power issues. Working on the calendar of opportunities for this upcoming year. Will get the school supply list from Dr. Spera and will start shopping around. Talked about a friends group. A sort of ISAAC club, dragon nation extension, for the purpose of getting some more money in the door and give them some recognition around the building.
- **GOVERNANCE** *H. Doughty*

4000 Series Second Read: [Second Read Series 4000 Policies.docx](#)

 - Motion to approve 4000 Series: K. Gregoire
 - 2nd: K. Rollins
 - Discussion: None
 - In Favor: All
 - Opposed: None
 - The motion carries

COVID-19 Policies (one read only):
<https://drive.google.com/drive/folders/1x5Bc3RcvvUooWWjQPHO352YMBkbr7n-I?usp=sharing>

 - The Governance recommends naming the above Pandemic Policies rather than COVID-19 Policies, in case there is another pandemic we can use the policies rather than updating them. No discussion. Will recommend to approve these as the Pandemic Policies, except for the FMLA policy which specifically ends on December 30th.
 - Motion to approve the ammendments to the policies as recommended by Shipman & Goodwin, calling them the Pandemic Policies, with the exception of the FMLA Policy: H. Doughty
 - 2nd: K. Rollins
 - Discussion: None
 - In Favor: All
 - Opposed: None
 - The motion carries.

Executive Comm Nominations:
https://docs.google.com/document/d/1-Q2dIMQSW_2aviy3rsh7T1WZ8IORkcwqeuGR-VKdijk/edit?usp=sharing

Dr. Spera and C. Pemberton will create some kind of system for board members to vote. They will run that, have a tabulation and come back toward the end of next month's meeting to announce who the new officers of the Executive Committee will be.

September board retreat date reminder: September 26, 2020. Most likely remote.
- **FINANCE** *L. Muller*
 - [Minutes Finance Committee](#)
 - [June 30 Financials](#)
 - [Proposed Fiscal Year 20-21 Budget](#)
 - A Budget Workshop is coming up next Monday.
 - The link for the finance stuff was not correct for this month, but the correct link will be provided. Will save the report for when we have the Budget Workshop.
 - H. Doughty asked Dr. Spera to provide the board, prior to the Budget Workshop, his proposed spending of the CARE Act's money, since they have only heard what we want to spend but have not seen it written.
- **EXECUTIVE** *C. Jones*
 - Discussed streamlining some communication. The Executive Director will do the following:



- In lieu of the weekly Executive Director Report to the board, he will do one report to the board, which he will share at the board meeting and a second report to be provided electronically to all board members.
 - K. Gregoire asked if that has any impact on any written agreement between Dr. Spera and the board or anything contractually. Was that just sort of a verbal agreement or a sort of a non contract of the weekly, does anything need to be changed?
 - C. Jones believes that it is in his contract that there will be a weekly report. Will go into Executive Session to discuss a personnel matter and will cover that then.

6:05 pm

NEW BUSINESS

- ISAAC Educator Development and Performance Plan
 - Dr. Spera made a motion that the ISAAC Educator Development and Performance Plan document will be approved by the Board through electronic means in the upcoming weeks.
 - Moved: K. Rollins
 - 2nd: D. Brailey
 - Discussion: H. Doughty mentioned that they might have to check the by-laws, might not be able to do that. C. Jones mentioned that by definition they are not voting. They are approving it now in lieu of having another meeting.
 - In Favor: All
 - Opposed: None
 - Abstaining: None
 - The motion carries.
- Possible Executive Session to Discuss Personnel Issue
 - Motion to go into Executive Session.
 - Moved: H. Doughty
 - K. Gregoire asked if anyone is invited. C. Jones mentioned that no one is invited at this time. Later, will invite Dr. Spera.
 - 6:31 p.m.

6:30 pm

ADJOURNMENT

Chair C. Jones

- *Motion was made to adjourn the meeting at 6:35 pm by K. Gregoire and Doughty seconded*