



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

Virtual Meeting through ZOOM\*

September 9, 2020 at 5:30pm

*New London, CT*

\*This meeting was held virtually in accordance with Governor Lamont's Executive Order.

**Present:** C. Jones, R. Muckle, S. LaFrance, K. Gregoire, K. Rollins, L. Muller, B. Crouch, K. Booker, L. Cabrera, D. Brailey

**Absent:** T. Melendez      **Ex Officio:** N. Spera

**Guests:** T. Collins, D. Dunning, M. Paterson, B. Trost, C. Pemberton, M. Rivera

**MINUTES**

5:30 pm

**WELCOME/CALL TO ORDER**

*Chair C. Jones*

- Establishment of Quorum
- Public Comment

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, August 12, 2020, and August 26, 2020 Special Meeting  
[DRAFT Minutes - BOD Meeting - 7/8/2020](#)

- Motion to approve the July 8, 2020 Board Minutes: R. Muckle
- 2nd K. Gregoire - In Favor: All - Opposed: None
- The motion carries.

[DRAFT Minutes - BOD Meeting - 8/12/2020](#)

- Motion to approve the August 12, 2020 Board Minutes: R. Muckle
- 2nd L. Muller - In Favor: All - Opposed: None
- The motion carries.

[DRAFT Minutes - BOD Special Meeting - 8/26/2020](#)

- Motion to approve the August 26, 2020 Board Minutes: R. Muckle
- 2nd: K. Rollins - In Favor: All - Opposed: None
- The motion carries.

5:33 pm

**EXECUTIVE DIRECTOR**

*Dr. Spera*

- Welcome New Teacher Representative
- Recognition of Ending Terms Board Members
  - Today is the last meeting of three of our members  
Teacher Director, S. LaFrance; 3 years, K. Gregoire; C. Jones
  - Plaques presented to K. Gregoire and C. Jones
    - C. Jones thanked S. LaFrance for her service on the board. He thank K. Gregoire for his service on the Board and in the Development Committee. To Nick, Tanya and Denise, he has always said something has to go. It's been a great run. ISAAC has been very special to him. He is very sad but feels he is leaving ISAAC in a good spot.
- Reopening of School Update, COVID-19 Response Update, and Future



- Teachers did a great job. M. Paterson & L. Lazarou were in the office almost daily over the summer from 8:00-2:00 preparing for the reopening. The flu season will be coming. Some schools have had to shut down.
- Teachers are doing great with office hours. Students with special needs are receiving help this way. But, all students have this opportunity and are taking advantage of it. The Hybrid model is going very well, as well as our Remote Learning Academy.
- NEASC Candidacy Status
  - We are working towards us having the six foundational elements for accreditation. Dr. Spera expressed that he believes that we have the foundational elements for our learning culture which includes ISAAC having a safe environment and a written document describing the core values. Dr. Spera is proud of the work completed for standard 2 which is to have a curriculum written in a common format for all courses at the school. Dr. Spera said that anyone can go on our website and be able to see our curriculum for the entire year.
- Charter Renewal Update
  - No update. Moving forward with our action plan that was submitted and approved by SDE Charter Office.
- Hiring Update
  - Added a Bilingual support staff member to support the bilingual program.
- Coronavirus Funds
  - Dr. Spera reviewed the use of the funds with the board including use of the funds to support line items necessary to operate under the Hybrid Plan including but not limited to: substitutes, bilingual staff support, safety officer, PPE items, electronic boards to support mask breaks and emergency measures, an additional classroom for COVID-19 spacing between the stage and the gymnasium. Dr. Spera stated that although the coronavirus funds did not support the use of funds for technology, the state is allowing schools to use the ESSER funds for technology infrastructure and hardware needs such as improvement in the wifi and internet access throughout ISAAC and the purchase of teacher laptops that allow for virtual instruction with a stylus pen. K. Gregoire asked if these funds help our rainy day fund. Dr. Spera stated that the use of these funds directly support the safety due to COVID-19 and access to the teaching and learning in the Hybrid Model Plan.
- ISAAC Educator Development and Performance Plan Update
  - As discussed at the past board meeting, directors will be voting via email once the document has been completed. Chair Jones stated that this was approved by the board in August for the voting to occur via email. Dr. Spera will be sending the document to the board and will tally the votes and report the results to the entire board. After approval of the document, Dr. Spera will send to the State Department of Education for approval as per the memorandum from Commissioner Cardona on August 11, 2020 entitled Flexibilities for Implementing the CT Guidelines for Educator Evaluation 2017 for the 2020-2021 school year. The document will put ISAAC in compliance with state law for teacher and administrator evaluation.

5:40 pm

## COMMITTEE REPORTS

- **ACADEMIC EXCELLENCE** *K. Rollins*
  - [Academic Excellence September 2020](#)
  - A lot of work was done with curriculum. Kudos to the entire team for getting that done.
  - The Parent/Student Handbook is complete and will be, if it hasn't already been, posted on our website. It will also be translated into Spanish.
  - Our EL program went from 32 to 53 students. Sixth and 7th grade have the most students identified as EL.
  - There are 2 cohorts at the Garde.



- **DEVELOPMENT** *K. Gregoire*
  - K. Gregoire will be creating a reflection document that he will send Dr. Spera and Mr. Muckle based on his thoughts and opinions for the development committee.
- **GOVERNANCE** *R. Muckle*
  - Action on Emeritus Board Member position - To be discussed under New Business
  - Discussion for changing the date for the Board Retreat from September to November. Location to be determined.
  - Board of Directors Recruitment and Interview Update
    - Have 4 people on the radar and are looking to get 2 of them to submit their applications for interviews. Interviews will be occurring towards the end of the month by the Governance Committee.
- **FINANCE** *L. Muller*
  - [Finance Committee Report](#)
  - [Draft of 2020-2021 Proposed Budget](#)
  - Motion to Approval of 2020-2021 ISAAC Budget
    - Moved: L. Muller - 2nd: B. Crouch - In Favor: All - Opposed: None - Abstaining: None
    - The motion carries.
- **EXECUTIVE** *C. Jones*
  - Nothing to report.

6:05 pm

#### NEW BUSINESS

- Motion to approve the Emeritus Board Member position - [Emeritus BOD Member Position Description](#)
  - Moved: B. Crouch - 2nd: L. Muller - In Favor: All - Opposed: None - Abstaining: None
  - The motion carries.
- Motion to Change of Date for Board Retreat from September to November.
  - Moved: R. Muckle - 2nd: L. Muller - Discussion: None - In Favor: All - Opposed: None - Abstaining: None
  - The motion carries.
- Election of Officers (One Candidate per Position) - Discussion on method used to vote for nominated positions (voice vs ballot)
  - Motion to do vote for the positions by voice or show of hands:
    - Moved: B. Crouch - 2nd: K. Rollins - Discussion: None - In Favor: All - Opposed: None - Abstaining: None
    - The motion carries.
  - Treasurer: L. Muller with no opposer - All in favor
  - Secretary: B. Crouch with no opposer - All in favor
  - Vice Chair: T. Melendez with no opposer - All in favor
  - Chair: R. Muckle with no opposer - All in favor
  - Teacher Rep - S. LaFrance had that position. This changes every year. M. Paterson is looking to be the Teacher Rep. - All in favor.

6:28 pm

Motion to adjourn: 6:28 p.m.  
Moved: R. Muckle - 2nd: B. Crouch - All in favor.