



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

October 14, 2020 at 5:30pm via ZOOM

*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: L. Cabrera, R. Muckle, L. Muller, B. Crouch, D. Brailey, M. Paterson, K. Rollins, T. Wynn-Melendez, K. Rollins

Ex Officio: N. Spera

Guest: T. Collins, D. Dunning, C. Pemberton, Mr. Spellman, L. Bumgardner

**MINUTES**

**\* DRAFT \***

5:30 pm

**WELCOME/CALL TO ORDER**

*Chairman R. Muckle*

- 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"*

5:32 pm

**CONSENT AGENDA**

- Approval of Minutes from September 9, 2020
  - [Board of Directors Minutes - Sept. 9, 2020](#)
    - Moved: R. Muckle; Discussion: None; In Favor: All; Opposed: None
    - The motion carries
- Approval of E-Vote Minutes of ISAAC Educator Development and Performance Plan Approval
  - [Minutes - E-Vote - Sept. 18, 2020](#)
    - Moved: L. Muller; 2nd: B. Crouch; Discussion: None; In Favor: All; Opposed: None
    - The motion carries.
- Motion to reorder the agenda. New Business next item.
  - Moved: B. Crouch; 2nd: L. Miuller; Discussion: None; In Favor: All; Opposed: None
  - The motion carries.

5:35 pm

**NEW BUSINESS**

- Approval of New Board of Director Members
  - The Governance Committee interviewed 3 candidates during the last 2-3 weeks. Two were approved for candidacy and recommendation from the Governance Committee to become members of our Board of Directors: Mr. Spellman & Ms. Bumgardner
  - Motion to accept the two above candidates as members of the board:
    - Moved: R. Muckle; 2nd: T. Melendez; Discussion: None; In Favor: All; Opposed: None; Abstentions: None
    - The motion carries.
- Discussion Regarding Changes to Bylaws - The Governance Committee made a recommendation to incorporate a new position on the Board of Directors as an Emeritus Member. Governance Committee is recommending to the Board that this position be incorporated to the structure of this board. That will require a bylaw change before moving ahead with any nominees or appointments. This will be a non-voting position. The description of this position was provided to all board members.
  - Motion to make the above change to the bylaws.



- Moved: B. Crouch; 2nd: K. Rollins; Discussion: None
- The motion carries.
- Approval of 2/3 votes needed to proceed with recommended changes
  - More than 2/3 voted in favor.

5:40 pm

### **CONFLICT OF INTEREST STATEMENT**

*Chairman R. Muckle*

The Board shall not engage in acts that produce any real or perceived conflicts of interest among the Board or its employees. Connecticut General Statutes require that no Director of the charter school board or employee of the charter school board have a personal or financial interest in the assets, real or personal, of the school. This policy is intended to supplement this statute, as well as any applicable state and federal laws governing conflicts of interest applicable to charter schools. This policy does not override ISAAC's requirement to have teachers employed by ISAAC on its governing council. This policy shall be read annually at a Board meeting and shall be signed by each Director of the Board of Directors.

Prior to this meeting, Dr. Spera provided each member of the Board with an email with the above statement. They should email their approval of the statement, and these will be attached to the statement for record of each board member approval.

5:45 pm

### **EXECUTIVE DIRECTOR**

*Dr. Spera*

- Reopening of School Update, COVID-19 Response Update, and Future
  - Dr. Spera discussed the current status for the school in relation to the number of remote learning students versus the number of hybrid in-person students. Currently the school has over 50% of students in remote learning. This creates challenges for the teachers who have to tackle in-person and remote. Dr. Spera stated that this is similar to teaching two different schools. He has acknowledged that these are stressful times with the staff and has purchased lunch for all staff members in appreciation of their hard work and flexibility. The school will remain in the Hybrid Model (Plan B) through the winter break and most likely the remainder of the school year unless the Governor overrides the decision. Only in the Hybrid Model, can the school ensure the CDC guidelines for social distancing at ISAAC. Due to lower enrollment numbers, in-person cohorts will be combined which will allow for additional times for teachers to support remote learning students. Dr. Spera stated that he will continue to explore options to support the staff.
- October 1 Enrollment Numbers
  - Dr. Spera presented the enrollment data to the Board. Dr. Spera reported that ISAAC is fully funded with 281 students. Full enrollment at ISAAC is 276. NEASC & Charter Renewal Update
  - Dr. Spera has been in contact with the SDE Charter Office throughout the month. Administration has met with officials to update the office on progress. In addition, the delivery of school-wide NEASC surveys will be distributed at the end of the month. Dr. Spera reported that these surveys were approved by SDE Charter Office and will be administered twice a year. Dr. Spera will be the Assistant Chairperson for Plainville High School in mid-November (11/15-11/18).
- ESSER & Coronavirus Funds
  - Dr. Spera reported that the state has allowed districts to reopen their ESSER grants to allow for the incorporation of technology funding that was previously requested by the state. Dr. Spera is moving items from the ESSER grant to the coronavirus funds so that they can purchase all of the technology items as allowed by the grant. The technology funds will be approximately \$48,000 for all of the items needed to upgrade the technology access needed to support instruction during this new wave of teaching and learning in the Hybrid and Remote Learning. The Coronavirus funds will allow for the school to create positions that support the social-emotional wellness of the students through Advisory and for connecting our Spanish speaking families with ISAAC. In addition, all PPE, custodian overtime, a



portion of the cafeteria tables and chairs, creation of a classroom on the stage, automated mask break system, and other items will be purchased once approved by the state. Dr. Spera reported that all items and funds must be spent by December 31, 2020.

- ISAAC Educator Development and Performance Plan
  - Dr. Spera reported that school administrators have begun using the evaluation system. Teachers have met with their assigned administrators to develop SLO goals and are receiving written feedback through formal and informal evaluations.
- Executive Director Overarching District Goals and plan for next month's sharing of the ISAAC School Improvement & Performance Plan (SIPP)
  - Dr. Spera presented ISAAC's District Goals for the school year. These goals align with the Action Plan that was written to SDE regarding the four areas of SBAC and school suspension. In addition, Dr. Spera presented goals regarding culture and climate of the students, staff and parents and the professional development according to the evaluation plan. Dr. Spera stated that teacher SLO Goals will align with several of these goals. In addition, Dr. Spera reported that under the new evaluation system, it is a natural alignment for these goals to vertically align with the District to School to Teacher goals as documented in the School Improvement and Performance Plan.

6:00 pm

## COMMITTEE REPORTS

- **ACADEMIC EXCELLENCE** [Oct Minutes](#) *K. Rollins*
- **GOVERNANCE** *Vice-Chair T. Melendez*
  - Approval of Revised Policies as Recommended by Board Council
    - [Student Dress - Revised Policy Series 5000](#)
    - [Policy Regarding Prohibition of Sex Discrimination & Sexual Harassment \(Personnel\) Series 4000](#)
    - [Policy Regarding Prohibition of Sex Discrimination & Sexual Harassment \(Student\) Series 5000](#)
    - [Policy Concerning Use of Face Coverings in School Series C-19](#)
      - Motion to approve the above revised policies.
        - Moved: K. Rollins; 2nd: Crouch; Discussion: None; In Favor: All; Opposed: None; Abstentions: None
      - The motion carries.
  - Board of Director Interview Process and Recommendation for Appointment
    - The process condensed the number of questions from about 40 to 10 questions.
    - Recommendation for Mr. Spellman and Ms. Bumgardner to be members of our Board of Directors.
    - Ms. Bumgardner and Mr. Spellman introduced themselves.
- **FINANCE** *Treasurer L. Muller*
  - [ISAAC Amortization Schedule Remaining term](#)
  - [FY19-20 End of Year Report 6.30.20](#)
  - [Finance Committee Meeting](#)
  - [EFS Expenditure Summary - CarryOver Reserve 06.30.20](#)
- **EXECUTIVE** *Chairman R. Muckle*
  - All Board members were encouraged to make a contribution/donation to ISAAC at some point during the year. This helps when applying for grants to show the board has a financial interest in the school. The goal is that 100% of board members will make a donation.
  - November 14 at Filomena's Restaurant will be the Board Retreat, starting at 8:30 a.m. and concluding by 2:00 p.m.
  - Discussion regarding the future of the Development Committee: Most of the grants have been done by staff. The recommendation of the Executive Committee is that, at least temporarily, the Development Committee could be put aside.
  - Motion to move into Executive Session to Discuss Topics According to FOIA



- Moved: B. Crouch; 2nd: T. Melendez; Discussion: Invite Dr. Spera and Mrs. Dunning; In Favor: All; Opposed: None
- The motion carries

6:32 pm

**EXECUTIVE SESSION**