

Meeting Minutes for the Board of Directors
The Experiential School of Greensboro
Tuesday, October 13th, 2020
5:30pm
Virtual/Zoom (details below)

Join Zoom Meeting

Meeting ID: 856 6568 3740

Passcode: 222690

Present: Leila Villaverde, Greg Bush, Roy Carter, Joanna Lower, Jay Hawkins, Yacine Kout, Tracy Shaw, Travis Laughlin, Jeannette Alarcon, Fred Adams

Guests: Kerri Clavette, Jennifer Rogers, Kristen Kevorkian, Amanda Davee Lomax

Leila Villaverde called the meeting to order at 5:32 p.m.

Approval of Agenda

Leila Villaverde called for a motion to approve the Agenda. Jeannette Alarcon motioned to approve the agenda. Roy Carter seconded the motion. All were in favor and the motion carried unanimously.

Approval of September Board Meeting Minutes

Leila Villaverde called for a motion to approve the September meeting minutes. Roy Carter motioned to approve the minutes from September, Travis Laughlin seconded, all were in favor and the motion carried unanimously.

Public Comment – no public comment

Report from Executive Director

Tracy Shaw highlighted from her report that remote learning continues to go well. Surveys went out to faculty and families and the results were interesting. She is paying close attention to Winston Salem/Forsyth and Guilford County district schools. Another survey is going to be sent out with more questions for families and faculty. Enrollment has gone down 355- 345, reasons mostly due to stress of remote learning, managing work and school, and some families choosing to home school.

- 2020-2021 demographics based on self-reporting as entered in PowerSchool:170 male, 175 female; 12% Latino, 30% Black or AA, 2% Asian, 0% American Indian, 46% White, 10% report more than one code; 24% FRL, 77% not FRL.

- Exceptional Children statistics: 57 students in EC with 7 students in process
 - Breakdown of EC by grade level: K-2, 1st-4, 2nd-4, 3rd-11, 4th-11, 5th-10, 6th-5, 7th-4, 8th-5
 - 3/4 House has the highest numbers; there are two EC teachers working in that House.
- EL Statistics: 6 students are classified as EL and 2 Kindergarteners will be screened 3/4 house has highest numbers but 2 EC teachers managing that.

Progress reports went out and were standardized for grades K-2, 3/4, and 5-8, using common language and now reviewing format for report cards. After the start of the reading/literacy and math assessment, the Curriculum Facilitators and group of teachers will be looking at areas of growth and needs for Professional Development. The furniture is moving into the new space next week, and then teachers will be allowed to set up. Tracy Shaw shared that she can not speak enough about the amazing the staff and it is a joy to work with them even with remote, and they are working well together.

Joanna Lower asked about her meeting with the Community Collaborative. Tracy Shaw indicated that they had met and had discussed the work that they had done. She indicated she would be attending meetings once a month unless there was something that they needed her to tend to. She also indicated that a member came to Tea with Tracy to share with other families and a blurb about the Collaborative has been included in the newsletter.

Joanna Lower asked about goal number 2, in terms of connecting students with “field trip” opportunities in the community (and beyond) virtually given remote learning. Tracy Shaw indicated that she had recently spoke to Rodney Dawson at the historical museum about an exhibit of the murals that were created downtown and he has invited a private tour for the faculty and he has sent an email for webinars teachers can attend via a virtual exhibit. The ½ House has been inviting community members, an artist who was involved with Black Lives Matters spoke and a police officer among others. 5/6 House has started having a mystery guest. Tracy indicated the will talk with staff about other possibilities.

Travis Laughlin shared Elsewhere was creating virtual opportunities – elsewhere stories – where artists will be telling their stories but, because it is a downtown entity might be a good connection.

Roy Carter mentioned that while kids are all in their homes, teachers could go to sites, they don't have to be locked in at their desk but could virtually take the kids with them. He would encourage the teachers to think the city as a lab and if the kids can't go, they can take the kids

with them virtually. Tracy Shaw shared that TESH has a UNCG intern that got stuck in France and she is going to put something together for the 3/4 house so they can go to France.

Yacine Kout asked about the survey results for remote learning. Tracy Shaw reported that family responses were split 50/50 regarding going to plan A, face-to-face. The majority of families preferred a hybrid/small group option. The majority of faculty said “no” to plan A, face-to-face. And the faculty were split 50/50 regarding hybrid/small group option. There were a wide range of concerns in the comments related to schedules, routines, child care, meeting the needs of diverse learners... Tracy Shaw indicated that we need to ask some more specific questions now to get a better sense of where people are. Joanna Lower asked if we offered a hybrid model, what options were there for families who were not willing to send their children. Tracy Shaw indicated to continue to offer a virtual option. It seems the larger districts are banking on not everyone sending students back. Leila Villaverde indicated Guilford County was not going to open until Covid was under 5% and under 3% is lower risk but, with there has been pressure from the governor because he indicated schools could open. However, plan A does not require social and teachers in the state are being vocal about this risk. Tracy Shaw recognized that there is much to take into account and there are still unknowns with the virus itself. Jay Hawkins asked with the small dip in enrollment, how does this impact our ADM. The dip happened after the 20 day mark and this year schools are not penalized. However, Leila Villaverde indicated that the hiccup is it has not been make clear if charters would be held harmless. Tracy Shaw indicated that had read that we are okay. We’d have state funds for 355 but, not local funds so, in regards to our policies we may want to put a caveat in admissions that we can admit beyond the 20 day mark if the numbers were greater and if the state wasn’t providing grace. Roy Carter added one point to all the decision making, parent and teachers, no matter what the state does – they are operating on business, we have business and ethics, we are doing for the teachers and students. While we are aware of what is happening in the greater sphere, we are not bound by it. We are not acting to follow their lead, we will follow what is best for our families and students, make decisions from that standpoint. We are a smart group and can read and understand policy, and because we are one school and have a better understanding of the magnitude for our staff, we have a greater responsibility to be responsive.

Standing Committee Reports

- Curriculum Committee report - none
- Finance Committee report - none
- Grievance Committee report -none

Leila Villaverde provided an update on the budget. The accounting firm had not calculated our ADM for sure and will revisit budget to actuals. Good news is that we have about \$20,000 from

forfeitures (e.g. parking tickets). Where there are expenses over what was budgeted, are in areas related to remote learning. There is nothing of concern. Local funds are still not in which is not unusual at this point in the year. All is good.

Old Business

1. Board Officer elections

Re-electing board officers - president, vice president, treasurer, and secretary. Jeannette Alarcon is rolling off and Jay Hawkins was graciously willing to step in as Vice President. Gratitude and thanks was expressed for Jeannette Alarcon's service. Jeannette Alarcon expressed appreciation for the opportunity. Leila Villaverde called for a motion to approve board officers. Roy Carter motioned, Greg Bush seconded, all were in favor and the motion carried.

New Business

1. Policy revisions – There are a few policies that needed to be addressed.

There were several grievance policies and the attorney suggested we condense to one and wherever else mentioned we refer to the one policy. The new grievance policy, 123 follows a multi-step process and allows us to receive consultation from our attorney at any point in the process. The Employee code of conduct policy, 418 has a new confidentiality policy, 418a that requires a separate signature attestation. Leila Villaverde consulted with several schools, some had the confidentiality policy within the staff handbook and staff signed the whole handbook, while others had a separate signature for just the confidentiality policy within the staff handbook. Having a separate signature within the handbook is recommended for TESH at this time.

Yacine Kout asked about the grievance process and what if the Executive Director had a grievance. Leila Villaverde explained in that case the Attorney would be asked to serve as the Grievance Coordinator

In reference to policy 507 Yacine Kout asked about the possibility of ongoing enrollment or the continuous adding of students should there be more openings. Leila Villaverde indicated we could revisit this policy but explained that without financial need it can disrupt community building and knowledge acquisition and production, and our methodology may be significantly different from where the student may be coming from. Also state funding does not come in at that point, only partial funding. So there are a host of factors to consider. It does not mean we don't reconsider it year by year. Roy Carter clarified that if we adjusted to allow for students to be enrolled after the first 20 days it would not be a standard practice but, consideration to the state of the current context and as a response. Leila Villaverde concurred. The policy revision would allow for that.

Policy 405e addresses the process for current staff to any apply for a position within TESH. If a candidate is applying for an administrative position, the board will follow its policy for hiring.

Leila Villaverde called for a motion to accept the changes in the policies discussed. Joanna Lower motioned, Jay Hawkins seconded, all were in favor, and the motion carried unanimously. Leila Villaverde indicated that she will take the policy revisions and make sure the employee and family handbook align. She also indicated there may be tweaks needed in the future.

2. Motion to go into closed session to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

Leila Villaverde asked for a motion to go into closed session to prevent the disclosure of information that is privileged or confidential pursuant to the law of the State of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes. Joanna Lower motioned that we go into closed session for the reasons mentioned, Travis Laughlin seconded, all were in favor and the motion carried unanimously. Leila Villaverde escorted guests to a waiting room. We entered closed session at 6:14 p.m. and exited at 7:06 p.m.

Leila Villaverde called for a motion to vote on the decisions made during closed session. Roy Carter motioned, Joanna Lower seconded, all were in favor and the motion carried unanimously.

Announcements - none

Leila Villaverde called for a motion to adjourn the meeting. Jeannette Alarcon motioned to adjourn, Roy Carter seconded, all were in favor, and the motion carried unanimously. Leila Villaverde adjourned the meeting at 7:07 pm.