

1/9/18 Kreiva Board of Directors meeting

Board Present Members: Jessica, Amy, Nicole, Peter, Erin

Non-Voting Board Members Present: Michelle, Tal

1. Greetings - Jessica, acting chair, started meeting at 6:05
2. Reading - Jessica - Tedx Toronto - Everyday Leadership talk by Drew Dudley
3. Review of agenda - Molly additional items: Removal of item from closed session - Molly is not Programs and services Team
4. Review of Minutes - Amy motion to approve, Jessica 2nd - All approve
5. Review of website - Johann Wrede
  - Created and ready for plan to enhance and change.
  - Designed to raise awareness,
  - Funders,'
  - Keep families informed
  - On landing page: left is for new parents, right is important
  - Can have, blog posts become summarized and can send out content in newsletter email.
  - reaction: cleaner, brighter
  - Barr Foundation sending a professional photographer, to Kreiva and photos can be used on the website.
  - Need new headshots for all. Should be a consistent look.
  - Should we add contact on board members?
  - Need to add new board members.
  - FAQ - reorganized into Q&A format.
  - Forms and files are also in other locations.
  - Kylene "There a will be too many board minutes. Can we put them on their own page." Johann will work with 'Amy on where to publish minutes.
  - Tal asked if they could use zip files. Johann-yes.
  - Learning Targets. Michelle has new files.
  - Info sessions scheduled into widget calendar. Will need to look at how to separate events.
  - Kylene asked to have an online admission form. Johann-advisable to do that a
  - Michelle - SIS has an online admission option. Johann - that would work. . .
  - Johann recommends updating detailed instruction for admission.
  - Tal said we still need paper app for some families.
  - Blog Categories: weekly Updates & Board minutes
  - Wix doesn't have tabs so there will be extra formatting. Families can link blog posts right to social media.
  - Support Us Section, Targeting, large donors, families, corporate Sponsorship.'
  - Molly will send more accurate numbers on what we get per student vs a public school.

Managing Website: .

- Teachers and others can post to blog without editing website.
- Kylene wants to edit posts before they go live.
- Johann will look at workflow options.
- Needs a little clean up: - current content needs moved over

6. Public Comment:

- Kara.- from Policy committee, . Who do we work with to avoid duplication Michelle-me. Use list she gave the committee Kara would like copy of handbook. Nicole, will be taking over committee from Jake. Kara - will there be transcripts - Michelle - will be report
- Kara- what is happening with guidance counselor? Kylene and Michelle: interviews being held and will discuss in later closed meeting.
- Kara - Manchester schools will switch 5th grade to middle school.

7. Report by Director of Operations: Tal Bayer

- Enrollment up to 98.
- Perspective students up to 17.
- See report
- For those involved in drug use will need to take drug class. Tal researching.
- Peter- what is reintegration process after suspension? -Tal students write a paper. Interview with Tal and student.
- Peter- will guidance person help going forward? Tal-yes. He has worked in this for years at former school.
- Need sign. Limits per city regs. Tal wants lights. Alderman need to approve.
- Sports : Need
- Molly- Needed to issue return of CSP grant. Tal; we have not, issued check. Kylene: will need a week and a board member to sign check. Tal will push to make it happen. Jessica asked to add action item for next month to make sure it happened.

8. Director of Curriculum 4 Culture report: Michelle Mathieu

- see, report.
- Attendance can be taken in SIS. Should be good to go by next week. Behavior logs will also be in system. Should be able to put next session in system.
- Basketball is in 2nd place over holiday.
- Theater will have first performance in April.
- Molly concerned with providing Hi SÉT during school time. Michelle will research.
- Exhibition - Mayor may come. Looking to attract WMUR to show student film.
- Tech policy. Should board approve? - Molly said no. It's student facing. - Amy agree
- Molly suggested Creating group to train on SIS So Michelle dosen't get all questions. Michelle agreed.
- Peter asked how incidents happened so far. Michelle says there has been emails with follow up after. Tal says there is a concern about putting some in email. SIS will make it, secure, show, patterns and communicate better.

9. and 10. covered in Michelle's report.

11. Molly: 501c3 on hold until the lawyers receive check.

12. Up to 7. Jessica-need, to solve communication. Need pictures and bios from new board members, to Amy. Amy will send to Kylene:

13 a. Jake not here. Nicole taking over

13 b. Molly: staff asking Molly for money to buy things. There is Petty cash. Kylene; that was redeposited. Molly: buy a new bank box and get petty cash. - Molly propose motion that once the bank credit card is issued Tal should be able to make purchase without board approval. Kylene asked if that includes the supplies for teachers. Molly suggests \$250 and logged immediately. Motion: We are granting Director of Operations & Services up to \$250 at his discretion without board approval on the condition that it's logged. All approve passed.

13 c. no report. Michelle said it was in line with previous role that is no longer. Molly - should we rename to Culture and Curriculum Team Lead. Will be amendment to by-laws. Will go on next month's agenda, Michelle and Tal will make proposal for next. board meeting. They will make sure they realign with new Job Descriptions.

13 d. No report. Need plan of action to assign lead.

14. Jessica moves to go into closed session. All vote yes.

- Student concern: Board will respond to parent. Michelle will get info to parent on Monday.

- Discussion about, staff. performance. Jessica moves to close. Amy 2nds. All approve.