SPRINGWATER ENVIRONMENTAL SCIENCES SCHOOL

BOARD OF DIRECTORS

**MEETING AGENDA**

December 13, 2023

6:00pm

Held via Zoom

**Call to Order:** 6:05pm

**Members Present:** Nathalie Doherty, Sarah Head, Jessica Henrickson, Andy Edmundson, Melly Murphy, Lissa Hettervig

**Members Absent:** Chris Sugg

**Non-Voting Member Present:** Greg Mylet

**Community Present:** None

**Approval of Board Meeting Minutes**

**MOTION TO APPROVE NOVEMBER 11, 2023, MEETING MINUTES- APPROVED BY ALL**

**Revisit Lottery Drawing (including April’s email)**

Greg presented the idea of the lottery revision. April submitted comment. We had a discussion around this formerly. April’s concerns - Family moves out of district but does not have to submit a new application so remains on the preferred in-district list. Long already established wait lists would provide no incentive for new families to apply. The wait list would get very lengthy if added to every year. Multiple administrative/data tracking issues.

Greg said that if an applicant is planning on re-enrolling, we would provide a date that they need to reach out by. The applicant will reenter the lottery at a lower position if we didn’t hear back by the specified date. Andy said first step to find agreement on do we want families that have consistently registered to get rewarded by maintaining a place. If they don’t get in the first year, if you would like to stay on the list need to let us know.

Sarah questioned the equity component. Sarah stated that it doesn’t serve new families. It does reward people that wait. Will kick this discussion to the January meeting. Nathalie will check if it is even possible. We may also want community comment.

**Vision Session Planning Ahead of Meeting**

The board’s vision session is January 9th at 5-8pm. Nathalie suggests a potluck or takeout. The board settled on takeout. Nathalie will get the board goals out as soon as possible. Sarah recommends an end time to prevent getting bogged down.

**Preparation for Principal’s Evaluation**

Sarah presented the purpose, board process and proposed timeline.

The Board and the Principal/Director shall meet biennially in executive or public session for the purpose of performance evaluation of the Principal/Director. The purpose of the evaluation process will be to determine the Board’s intent to extend or not extend this Contract.

The Board will review and approve the proposed evaluation standards. The Director will update the Board on progress towards reaching goals that were set following the previous self-evaluation. The Board will elicit feedback from the school community in order to gain insights that can inform the evaluation process. Compiled feedback will be shared with the Board. Individual Board members will use the approved standards and principles to evaluate the Principal/Director. The Board will meet in executive session to discuss individual evaluations and develop the Board’s official evaluation. Unless requested by the Director to meet in public session, the Board will meet with the Director in executive session to share the evaluation document. The Board shall prepare a written document for the school community that accurately shares the general results of the evaluation. The following timeline will be implemented:

December:

* Approve proposed evaluation standards
* Approve timeline for evaluation.

January:

* Approve community survey questions and distribution plan
* Director provides self-evaluation based on set goals
* Presentation of evaluation guidelines and principles

February:

* Community feedback compiled and shared with Board
* Evaluation packets are distributed to Board members

March:

* Board meets in executive session and compiles individual comments and ratings into an official document

April:

* Board meets with Director and shares official board evaluation
* Community facing document created and distributed to share the Board’s evaluation

**MOTION TO APPROVE TIMELINE FOR THE PRINCIPAL EVALUATION - APPROVED BY ALL**

Sarah presented the performance evaluation standards:

Standard 1: VISIONARY LEADERSHIP

The Director is an educational leader who integrates principles of cultural competency and equitable practice and promotes the success of every student by facilitating the development, articulation, implementation and stewardship of a vision of learning that is shared by all.

Standard 2: POLICY AND GOVERNANCE

The superintendent works with the board to identify, prioritize and follow policies and governance procedures that maximize the goal of ensuring a high-quality education for every student. The superintendent follows and enforces policies with fidelity and equity, promoting transparency, trust and organizational fairness. The superintendent values the importance of a healthy working relationship with the board and enlists the board’s support for organizational goals.

Standard 3: COMMUNICATIONS AND COMMUNITY RELATIONS

The Director integrates principles of cultural competency and equitable practice and promotes the success of every student by understanding, responding to and influencing the larger political, social, economic, legal and cultural context. The Director establishes effective two-way communications and engagement with students, staff, parents, media and the community, responding to feedback and building support for and engagement with the charter school.

Standard 4: EFFECTIVE MANAGEMENT

The Director integrates principles of cultural competency and equitable practice and promotes the success of every student by ensuring management of the organization, operation and resources for a safe, efficient and effective learning environment.

Standard 5: Curriculum Planning/Development

This standard addresses the superintendent’s skills in staying up to date in curriculum, teaching, learning and testing theories. It requires the superintendent to make sound recommendations for learning technologies.

Standard 6: INSTRUCTIONAL LEADERSHIP

The Director integrates principles of cultural competency/equitable practice and promotes the success of every student by sustaining a positive school culture conducive to student learning and staff professional growth.

Standard 7: RESOURCE MANAGEMENT

The superintendent effectively organizes and manages operational aspects of the district including finance, human resources, food services, transportation, maintenance and facilities so that students can attend and learn in quality environments staffed by quality professionals.

Standard 8: ETHICAL LEADERSHIP

The superintendent integrates principles of cultural competency and equitable practice and promotes the success of every student by acting with integrity, fairness and in an ethical manner.

**MOTION TO APPROVE ALL EIGHT STANDARDS FOR EVALUATION - APPROVED BY ALL**

**Literacy Coach Hiring Recommendation in Relation to Early Literacy Grant**

Recommending hiring Diana Brainerd as a part time position. We can do backwards funding. Eventually the Board will have to approve this position. This will be a 0.4 position.

**MOTION TO APPROVE GREG’S RECOMMENDATION TO HIRE DIANA BRAINERD AS A LITERACY COACH AT 0.4 FTE - APPROVED BY ALL**

**Public Comment**

No public comment at this time.

**Updates**

**Facilities**

The portable roof will hopefully be replaced over the break.

**Fundraising**

No update.

**Budget**

Checking: $363,272.92

Savings: $866,661.42

**Public Comment**

No public comment at this time.

**Adjourn at 7:13pm**