

Meeting Minutes for the Board of Directors
The Experiential School of Greensboro
Tuesday, September 13th, 2022
5:30pm
Virtual/Zoom

Meeting ID: 856 6568 3740
Passcode: 222690

Present: Leila Villaverde, Joanna Lower, Carl Lashley, Greg Bush, Roy Carter, Fred Adams, Tinisha Shaw

Guests: Beth Meyer, Michael Robinson, Caroline Kernahan, Kristen Lowe, Rachel Morton, Kristen Kevorkian, Lexi Roderick, Michelle Bednarek, Amanda Davee Lomax, Andrea McAdoo

Leila Villaverde called the meeting to order at 5:34 pm.

Approval of Agenda

Leila Villaverde called for a motion to approve the agenda. Greg Bush motioned to approve the agenda, Joanna Lower seconded, all were in favor, and the motion carried unanimously.

Approval of July & August Board Meeting Minutes

Leila Villaverde called for a motion to approve all minutes from July and August. Joanna Lower motioned to approve all July and August minutes, Greg Bush seconded, all were in favor and the motion carried unanimously.

Public Comment

There was no public comment.

Report from Executive Director

Tinisha Shaw reported that we welcomed back our students and parents. The first 10 days of school were focused on monitoring attendance, creating systems to manage student data, and update parental contact information. Teachers were required to keep paper copies of attendance and send a list of absences to the front office. The office manager, with the assistance of the school's social worker, began calling parents, confirming commitment, sending attendance notification letters, and enrolling new students from the school lottery. The office manager continues to request records. The school social worker developed a student data form for parents to complete. The form will be used to update information within PowerSchool. This month we also began clarifying with parents and students school policy and procedures. This information was shared via house newsletters and parent letters.

Tinisha Shaw noted interesting numbers for student enrollment and for pending students. She shared that this month there is a focus on data analysis and data collection systems.

School Updates

- There is continuing concern about food insecurity - Students are arriving to school without breakfast or lunch. We have mostly snack-type foods to offer so, Ms. White and Ms. Oliver are looking for grants and other programs to support the food insecurity. Tinisha Shaw noted that Ms. Perry has experience with grant writing and may be able to assist. Information about my hot lunch box and TESSG's free and reduced lunch program has been shared repeatedly but, there are

still a lot of children coming without having breakfast. During an October family night, there will be a station to help families fill out the free and reduced lunch form for my hot lunch box.

- Building Staff Culture: Shared Agreements - There has been work on rebuilding staff culture, shared agreements have been developed. Mr. Abel Hammer is working to create a graphic representation to display in the building of the shared agreements.
- Signed agreements: FERPA, Confidentiality, Sexual Abuse Training, Employee Handbook
- Clarifying attendance, arrival, and dismissal policies for parents and staff - Students are marked tardy at 8:45 am. Also, a clear line has been set that parents cannot pick up early after 2:45 and the front office is closed off at 3:00 to prepare for student departure. There are a lot of moving parts to release the student population at departure.
- Parent concerns about First Student - Addressing issues concerning pick-up/drop-off times
There have been calls every morning and afternoon since the start of the school year about issues with the buses. A way to communicate directly with First Student is being explored because when parents call, they are not getting a response, putting TESG in the middle.
- Swag Sale - Sent in the house newsletter
- Mask Policy (5-7 packs of masks a day) - Students are arriving to school without a mask. We are going through 5-7 packs of masks a day. The policy is out there, it's on our website, door, and in newsletters. Students are to wear masks in the building, and we need to continue to drive this message that we need parents to make sure they have their masks, in book bags for example.
- Proposed Parent Night for October 5, 2022, from 5:00-7:00pm - Parents want to meet staff and staff want to be prepared with sample work for families to see when they come. By that time, the gradebook will set up in PowerSchool. There will also be other resources in place to share too. Covid protocols will be followed.
- Re-envisioning community and family collaboration practices – Tinisha Shaw explained the reason this is necessary is to have a clear policy so that all community and family engagement is equitable and inclusive and communicated through proper TESG channels. She is developing a volunteer application form which is planned to be released on Friday. This will create an approved volunteer list where everyone volunteering in the building can be cleared with background checks and expectations communicated. Clarifying key points/expectations:
 - TESG does not share personal or private of information to students or parents, we must maintain confidentiality.
 - We collaborate, create community together, and events sponsored by TESG and for our students must be communicated to and approved by Tinisha Shaw (Executive Director). Dissemination of information must be from a TESG email (tesgk8.org), TESG's Facebook page, TESG newsletters. This is necessary to be sure there is full access to the entire student body and to make sure all information is accessible.
 - Liability and safety of students also must be considered which is another reason communication about programming or events for TESG students must go through TESG channels. If information is shared outside of TESG channels, it cannot be branded as TESG.
 - Tinisha Shaw shared the way we are going to re-establish a collaborative is by making sure we are communicating and start meeting and setting guidelines on how we are going to communicate with each other. She is open to connecting with parents who want to be involved.

Academic Goals Focus for the Month

This month was focused on data collection, PowerSchool, and training on gradebook. Tinisha Shaw recognized the PowerSchool form was prematurely sent out in some Houses. It is not set up yet so there

is nothing there. Currently finishing up baseline data. The conference room is being reorganized into a space for PLC meetings and there will be a focus on the academic community.

Current attendance is 95%.

Next Month's Goals

- Create a schedule for house PLC meetings
- Training for staff for PowerSchool Pro Gradebook
- October 5th Parent Night 5:00-7:00pm.
- Complete the volunteer application to be distributed
- Looking into placing a phone in every house with intercom capability.
- NCCJ supports for our middle school students. Connecting with them and other community organizations for mentorship middle school students.

Leila Villaverde asked in relation to food insecurity if TESS was continuing to work with Backpack Beginnings and suggested we reach out to Out of the Garden. Tinisha Shaw confirmed that we were in partnership with Backpack Beginnings, and she would inquire about Out of the Garden.

Joanna Lower noted that Travis Laughlin had asked about school-wide communication and requested that Board Members be added to the school-wide communication list serv. Joanna Lower also asked about what to expect in terms of school-wide communication considering the shift with most weekly communication coming from Houses. Tinisha Shaw shared that school-wide communication would go out from her when there were policy changes or news that was relevant to the whole school. Otherwise, communications would come from the Houses. Roy Carter suggested from an organizational systems perspective that a communication plan be created for the various levels of communication (i.e. teacher to family, intersystem, etc., including information on social information, safety protocols, internal emergency codes, etc.). He noted this is not a burning need, since communication was being shared, but suggested over the next months working towards a plan for different levels of internal and external communication for the organization to be developed. Tinisha Shaw agreed with Roy Carter and explained that she pushed forward for Houses to send out newsletters to engage families and create some structure. She shared that she planned to send out the application for volunteers as a school-wide communication. She also noted that she has been very clear with staff about communication expectations and recognized the benefit of creating a communication plan. Joanna Lower suggested that when the school-wide communication comes out to share the volunteer application and the Oct 5 Family Night information, to add a note that informs families that school-wide communication will come out as needed/intermittently and to rely on most communication coming from weekly House newsletters. Joanna Lower also confirmed Board Members are to be on the school-wide communication list serv.

Standing Committee Reports

There were no standing committee reports.

Old Business

There was no old business.

Leila Villaverde explained to the guests that next she would be calling for a motion to go into closed session. Guests are welcome to leave, or they will be put into a waiting room and invited to return to the meeting once we are back in open session. Leila Villaverde thanked guests for coming and reminded them of the mask mandate.

New Business

1. Leila Villaverde called for a 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. Roy Carter motion to go into closed session for the reasons stated, Joanna Lower seconded, all were in favor and the motion carried unanimously. We entered closed session at 6:07 pm and returned to open session at 7:10 pm.

Leila Villaverde invited the guests to return to open session.

Announcements

1. Leila Villaverde shared that masks continue and to continue that messaging.
2. Joanna Lower shared that the swag sale had launched and run through September 26. Teachers can choose any one item (or deduct the highest priced item from their total if they order more than one item) and Ms. White is helping with the facilitation of student swag scholarships. The product should arrive mid-October.

Leila Villaverde called for a motion to adjourn. Roy Carter motioned to adjourn the meeting, Joanna Lower seconded, all were in favor and the motion carried. Leila Villaverde adjourned the meeting at 7:12 pm.