



Governing Board Meeting Minutes

September 23, 2020

5:00 PM – 7:00 PM

Join Zoom Meeting <https://us02web.zoom.us/j/82513417490>

Meeting Called to Order

The Highpoint Academy Board of Directors regular monthly board meeting was held virtually on October 28, 2020 and called to order at 5:08 pm by Jane Shirley, HPA Board President.

Members in attendance: Jane Shirley (President), Elise Topliss (Secretary), Mirela Phillips, Laurie Godwin, Michael Fields, Marcus Bratton, Mickale Gilbert

Staff in attendance: Keri Melmed, Carol Meininger, Jill Fitz, Clarissa Barnett, Jessica Ranaletta, Eva Hernandez, Kyle Forsyth

Approval of Minutes

Elise Toplis moved to approve the minutes from the September meeting, Mickale Gilbert seconded and the minutes were approved unanimously. Jane Shirley moved to approve the July minutes, Elise Toplis seconded and the minutes were approved unanimously.

Introductions

New director Michael Fields was welcomed to the board. Laurie Godwin, a nominated candidate was introduced and shared her background and interest in serving on the board. Mirela Phillips motioned to approve Laurie Godwin's nomination, Marcus Bratton seconded and the motion passed unanimously.

Opening Reading & Reflections

"The critical question asked by a visionary company is not "How well are we doing?" or "How can we do well?" or "How well do we have to perform to meet the competition?"

Board members shared their thoughts and insights in response to this prompt as it relates to remote work and learning and how we will measure our progress and success in these unprecedented times:

Governance 2.0

Board broke into small groups to implement a process from *The 7 Norms of Collaboration* and begin the process of creating working agreements together. The group came back together and shared the following items for consideration:

- Speak your truth
- Open Communication
- Be visible online and in person
- Be willing to learn from others
- Ask questions with an open mind
- Nimble and realistic

- Push to be as connected as possible to the day to day work at PPA
- Help celebrate HPA, be our cheerleader in public
- Be inclusive when making decisions
- Be curious
- Be mindful of the pulse of the school
- Commit to preparation and follow up between meetings
- Addressing board shortfalls. Who will be responsible for assessing current state, needed changes?

Vision & Strategy

HPA Executive Director, Keri Melmed, shared the most recent data on student learning loss. Intermediate grades are performing better than predicted, while primary grades are showing greater loss than predicted and Specials are performing better than predicted. Teachers are responding by: reteaching/pacing, utilizing small groups, conducting 1:1 check-ins with students and targeting instruction to identified needs.

The school is communicating regularly with families and recently conducted a survey to get information about how families were perceiving and experiencing the current learning options:

- 81% of families indicate online learning is getting easier
- 93% of families report their child has a good relationship with their teacher
- 61% of families are not comfortable with full in-person
- 70% of families are comfortable with a hybrid model

The current plans include bringing in more students for in-person learning using a hybrid model that includes alternating days in the building.

Financials

Carol Meininger provided an overview of the current financial statements and answered questions from the board. The board also reviewed a proposed change to the finance policy which would eliminate the need for a second signature on approved transactions over \$5000 that were recurring over the year. Mickale Gilbert motioned to approve the change, Michael Fields seconded. The motion was unanimously approved.

Adjourn

The regular monthly board meeting was adjourned at 6:59 pm.