

The Compass School

April 11, 2017 Meeting of the School Council Minutes

Meeting Location: The Compass School, 537 Old North Road, Kingston,
RI 02881

Date and Time of Meeting: April 11, 2017 6:00 p.m.

Members Present: Marisa Gallagher (MG), Rachel Axelson (RA), Nicole Gardner (NG), Polly Cuddy (PC), Linsey Trombino (LT), Nicole Saulan (NS), Susannah Strong (SS), Michelle Salisbury (MS), Evan Preisser (EP)

Others Present: Brandee Lapisky (BL), Mike Commendatore (MC), Elisa Lucia (EL)

Presiding Officer: RA

1. Call to Order Rachel Axelson, Council President, calls the meeting to order at 6:05 PM
2. Roll Call
3. Adoption of Consent Agenda (2 minutes)
 - a. Discussion/vote to approve Consent Agenda (including agenda of this meeting)

RA entertains a motions to adopt the consent agenda.

NS so moved

EP seconds

Discussion: none

Vote to approve consent agenda

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. Yes

4. Public Comment
5. Approval of minutes (2 minutes)

- a. Discussion/vote to approve minutes from 03.21.17

RA entertains a motion to approve the open session minutes for March 21, 2017

NS so moved

NG seconds

Discussion: none

Vote to approve the open session minutes for March 21, 2016

In favor: 9 Opposed: 0 Abstain:

Motion passes. Yes

6. Director's Report (10 minutes)

a. Discussion/vote to approve the Director's Report

BL reviewed the Director's report and invited questions.

EP curious about how much of the courting of these partnerships takes up the director's time.

BL because of the support of Abby there is less time taken away from main daily business as a principal.

NG with the thought ath K1 are staying tech free how does that affect what they are looking for in the Light House application. BL stated that through the application submitted that the emphasis is on personalized blended learning.

RA entertains a motion to approve the Director's Report

NS so moved

PC seconds

Discussion: yes

Vote to approve the Director's Report

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. Yes

7. [Segregation of duties](#) (4 minutes)

a. Discussion/vote to approve updated Segregation of duties

MC gave clarity of the change from Director to Business Manager and Manager was replaced by Director.

RA entertains a motion to approve the updated Segregation of duties

MS so moved

NS seconds

Discussion: none

Vote to approve the updated Segregation of duties

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. Yes

8. Approve Director's evaluation (1 minute)

- a. Vote to approve Director's Mid-Year Evaluation by outside evaluator Joe

Battaglia

RA entertains a motion to approve Director's Mid-Year Evaluation by outside evaluator Joe Battaglia

MS so moved

NS seconds

Discussion: none

Vote to approve the updated Director's Mid-Year Evaluation by outside evaluator Joe Battaglia

In favor: 7 Opposed: 0 Abstain: 2

Motion passes. Yes

9. Council Makeup 2017-2018 (8 minutes)

- a. Teacher Representative
- b. Parent Representative
- c. Community Representative

RA stated that SS will be leaving the council her term is up, PC will be leaving as well and NG will be resigning from her position which will open up a one year and 3 year. MG will need to step down in February for it will make her 6th year.

10. Learning Committee - [Electives Presentation](#) (20 minutes)

BL gave an overview of the list of all the electives that were offered in this pilot year. When checking in with the students and staff there has been positive feedback on the experience. Proposing for next year to keep it still a pilot based on the thought that will be adding Navigator step.

11. Standards Based Progress Reports, Updated parent and staff feedback (15 minutes)

NS received a total 11 people respond, each teacher had 2 students that were part of the trial. Upper school had 8 parents asked and only 2 responded. 10 classroom teachers responded. Families that did not filled out survey was contacted twice but no response. Response was positive but still questions on sending it out to parents information and clarity on the reports. A parent letter will be developed and ready to go out to parents by the end of the school year (before the report goes out) as well at the end of third trimester the standards based progress report will be sent out to all families. Staff meeting where questions and clarity will happen as a staff before the next progress reports.

12. Charge the Policy Committee with creating a Chromebook policy

RA charges the policy committee with creating a chromebook policy

13. Special Education Director Hiring Committee (7 minutes)

- a. Discussion/vote to appoint members to the Special Education Director Hiring Committee

Heidi Gernan, Teacher, Beth Robinson, Justin Bailes, Linsey Trombino, Brandee Lapisky. BL will petition for a teacher to join the committee for self nomination to make sure that compass staff will be represented.

*RA entertains a motion to appoint members to the Special Education Director Hiring Committee
MS so moved*

NS seconds

Discussion: none

Vote to appoint members to the Special Education Director Hiring Committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes. Yes

14. New Business

15. Public Comment

16. Adjourn 7:28 pm

The public is welcome to any meeting of the School Council or its subcommittees. If communication assistance (readers/interpreters/captions) or any other accommodations are needed to ensure equal participation, please contact the Student Service Coordinator, Julie Wynsen at (401) 788-8322 at least two (2) business days prior to the meeting.

Any changes in the agenda will be posted on The Compass School's website and place of business, and will be electronically filed with the secretary of state at least forty-eight (48) hours in advance of the meeting.

Policy Committee Meeting Report

By Nicole Salaun

Discussion of Child Abuse Policy/Protocol:

- Diane edited and revised the existing student-parent handbook protocol for Child Abuse/Neglect along with the Child Abuse/Neglect Policy
- Slight changes of wording were reviewed/edited by committee, then put into student-parent handbook
- Policy and protocol are in staff handbook

Discussion of Student-Parent Handbook:

- Addition of Transgender Non-Discrimination Policy to handbook
- Addition of Shared Food from Home Guidelines to handbook
- Slight change of wording to Drop-Off/Pick-Up Procedures, School Nutrition Program and Student Health sections
- Drop-Off/Pick-Up Procedures and School Nutrition, reinforcement with staff

Discussion of Chromebook Policy:

- We had an open discussion about developing a Chromebook Policy
- We reviewed the model policy from North Kingstown
- We are requesting Council charge us with developing a Chromebook Policy due to the need for the school to have one in place for next year

Site Committee Meeting Report

By Evan Preisser

1. The Site Committee Chair (Preisser), along with Christine Heart Skaggs, Brandee Lapisky, Mike Commendatore, and Ron Stevenson (project leader from Saccoccio & Associates) met with members of the Compass Faculty and Staff on 3/29 to answer questions about the barn/middle school feasibility study and get suggestions for items that should be included in the plans.
2. Discussions regarding how best to highlight the historical importance of the seed sorter are ongoing.

Learning Committee Report

Submitted by Nikki Gardner

The Learning Committee met on March 17, 2017. The main focus of the meeting centered around our proposal for electives for the middle school (grades 5-8) next year. The group came to consensus that the program should be offered for grades 5-8 and that for next year we would offer separate electives to Investigators and Navigators as scheduling is too tricky to figure out for next school year. Details are to be included in April's Elective Presentation to the council. The committee also discussed if we were to have mission-specific goals for charter renewal, which is not a requirement, what would they be?

Health/Safety/Farm Launch Committee Report

Submitted by Rachel Axelson

Farmer hiring update: Our offer of employment was accepted and the farmer will begin April 10, 2017

Volunteer Day: Over 50 people participated in our second volunteer day program - excellent progress was made on the Gazebrary and the tables and stools. Next volunteer day will focus on preparing for Eco-Fair and constructing raised garden beds.

Summer programming: We discussed what summer programming might look like (weeks, age of children, duration of program, cost, activities)

Greenhouse: Aphids to continue to persist, members of the committee taking measures to rid them

Compost Bids: Committee will sell compost bins as a fundraiser at Eco-Fair

Director's Report

Provided By: Brandee Lapisky, M.Ed.

Submitted on: 4/6/17

Council meeting date: 4/11/17

Enrollment

The enrollment tallies below are updated as of 4/6/17 .

Step Levels	Grade	Enrollment (Actual by grade)	Enrollment (Actual by step)
Explorers	K	18	36
	1	18	
Adventurers	2	19	19
Discoverers	3	19	38
	4	19	
Investigators	5	19	38
	6	19	
Navigators	7	19	37
	8	18	
Total Enrollment	K-8	168	168

*Note that The Compass School is fully enrolled and our population has stayed stable with no transfer students in or out since the 1st day of school.

Strategic Plan Updates

Development:

- Abby Colby Cooper’s role as Development Director has been vital this year. The development work that we’re doing now is exploding at a pace that would be unmanageable for the Director alone to manage. We are barely keeping up with opportunities at our current staffing capacity (Abby works 10 hours per week and I dedicate work to development while also serving as the school’s sole administrator).
- Context:
 - When I interviewed for the Compass Director position in June of 2015, one of the interview questions that I was asked to prepare in advance was, “Charter schools often struggle with budgetary and human resource constraints when delivering on their mission. Can you describe your greatest success in creatively sourcing and managing both types of resources to achieve a significant outcome?”
 - My actions now reflect the same message that I relayed in the interview. The best way to approach this work is to think of our operating budget as our skeleton, to package our current programs and design future programs that are mission-aligned and also attractive from an outside funder standpoint.
 - This effort broadens the scope of our work, but at the same time brings in expanded resources. Over the last (almost) 2 years, we’ve developed relationships with the following funders and partners to bring additional resources to Compass.
 - Color coding key:
 - Green: Funder/partner has confirmed resource commitment.
 - Blue: The process with the funder/partner is in development and confirmation is anticipated.
 - Orange: We are just beginning conversations with this partner/funder, but there is interest and the partnership is promising.
 - Relationships: Relationship management is an important portion of the development work, but it is also time-consuming. That being said, there hasn’t been any times where we have not seen a return on investment.

Project		
Mission: Sustainability Efforts/Farm	Facilities: Compass Barn	Instruction: Blended Learning
<p>Lattner Foundation</p> <p>Main St. Resources</p> <p>URI Master Gardeners</p> <p>Project Green Schools</p>	<p>Lattner Foundation</p> <p>1772 Foundation</p>	<p>Highlander FUSE</p> <p>RIDE: Lighthouse Grant</p>

<p>US Department of Agriculture</p> <p>RI Dept of Environmental Management: LASA</p> <p>Boston Bruins Foundation</p> <p>Walmart</p> <p>Newman's Own Foundation</p>		
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- Relationship with Project Green Schools
 - Following Student Voice and Leadership's strong impact at the RI Statehouse, the organization's Director, Robin Organ asked Compass to please apply for the Green Up New England Challenge.
 - The relationship with Project Green Schools is budding. The director has said statements like, "I try to help schools build a small component of green work into their curriculum. At Compass, it is already intricately woven through your curriculum and your culture. You are a model and I think we're going to do great things together."
 - I have shared the Compass curriculum dashboard and greenhouse curriculum with Robin to begin the best practice sharing.

- Boston Bruins Green Up New England Challenge Winner - Community Impact Category
 - [Link to the Compass School Application](#)
 - The Narragansett Times times responded to [our press release](#). I did an interview on 4/6/17 that will run the week of 4/17 with a photo, quotes and content from the press release.
 - Commissioner Wagner highlighted Compass' award in the "Commissioner's Field Memo" on 3-31-17
 - In response to the Commissioner's Field Memo, colleagues from around RI (though not from the Washington County area) have reached out with messages like the one below:
 - Hi Brandee!
 - I saw the write up in the Commissioner's Memo about your Green Up award! Sounds like good things are happening at The Compass School!!

- Walmart: Development Survey

- I surveyed The Compass Community about their opinions regarding accepting donations from corporate organizations, like Walmart, who might be interested in funding our mission's work.
 - A [download of the survey responses](#) is available here (color copies with charts are available via Google Forms).
 - In summary, the majority school community is in favor of accepting donations from corporate organizations like Walmart provided that the conditions have been considered.
- Newman's Own Foundation: The Newman's Own Foundation has an invite-only application process. The Compass School was just invited to apply. The application will go live this July.
 - Whole Kids Foundation: Whole Kids Foundation sent out a correspondence similar to what we've been messaging: many organizations do not fund in the 1st year of applying, but are interested and may invite you to apply in the future if they deem your project a strong one. [Click here for the Whole Kids Foundation response.](#)
 - United Natural Foods: United Natural Foods called me in response to our business solicitation. After a 5 minute phone conversation, they decided to fund us in the amount of \$1,000 and to also follow up with a site visit to learn more about the program.
 - STEAM Funding: We are actively pursuing STEAM funding and have identified the following organizations for applications. Each of the following organizations lists STEAM as a project that they fund. We continue to research funding this important program.
 - [Max and Victoria Dreyfus Foundation](#)
 - [Verizon](#)
 - [Stanley Black & Decker](#)

Blended Learning

- [Blended and Personalized Learning Conference](#): 3 Compass representatives (Nikki Gardner, Heidi Vazquez and I) attended the Highlander Institute's Blended and Personalized Learning Conference on March 31, 2017.
- Lighthouse Grant: RIDE is soliciting a Request for Proposals for the [Lighthouse Grant](#). More information is below:
 - **What is a Lighthouse School?** A "Lighthouse School" is a place where amazing education is already happening, where the school community is committed to personalized learning, and where--with just a little additional support--personalized learning can be brought to scale schoolwide. In Rhode

Island, our Lighthouse Schools will be models of how learning can be personalized within the walls of your typical school building.

- **Why Are We Launching This Challenge Grant?** Rhode Island is already leading the nation in personalized learning, with many schools in our state piloting new educational strategies. We have schools that are assessing students based on mastery of content rather than the amount of hours they've been in school; others that are helping students to apply their classroom learning in real world situations; others that are supporting students in co-designing their own K-12 experience; and more. What we need now are local schools that are showing what it looks like to take these elements of personalized learning to scale schoolwide.
- **Who is Eligible?** The Lighthouse Schools Challenge Grant supports schools in expanding their work to make personalized learning accessible to all students in their schools. It provides an infusion of financial support and strategic partnership that schools need to take their work to the next level to best support all the students in their schools. Becoming a Lighthouse School also means emerging as a leader in the state--one that will play a critical role in helping to bring personalized learning to scale across Rhode Island. Lighthouse Schools will act as thought partners and mentors for others looking to be more personalized, in their districts as well as across the state.
- **How are Lighthouse Schools Funded?** To support this work, Lighthouse Schools will be given additional strategic and financial support (200k over two years) to implement their plans and shift toward a full-school personalized model over a two year time horizon (for the 2017-18 and 2018-19 school year).

Facilities Life Cycle: Current Campus

- We have solicited bids for the engineering of the access road. Information is being compiled. We will seek external funding for this project, which will likely cost in the range of \$30,000 - \$50,000.

Facilities Life Cycle: Future Campus

- We await the results of the feasibility study, which we anticipate having by June. The feasibility project with Saccoccio and Associates is on target.

Facilities Life Cycle: Compass Farm

- The 1st build the farm workshop was a success!
- We hired a farmer! Kati Marginal will begin on a Tues-Fri 8:00-1pm schedule.
 - [Kati's Cover Letter](#)
 - [Kati's Resume](#)

Other Topics

Surveyworks: The Compass School is among the top 10 schools in the state in all areas of [Surveyworks participation](#): student, teachers, and parents.