

Notre Dame de la Baie Academy
Board of Education Regular Meeting
November 8, 2022
WEBSITE

11 of 12 Directors present
2 Corporate Members present

6 of 6 Staff present
Staff Liaison present
Student Liaison present

CALL TO ORDER

The meeting was called to order by Chair, Alisa Conway at 4:00.

PRAYER

MISSION STATEMENT read

Motion made and seconded to accept and approve the August 23, 2022 minutes. Motion carried.

Motion made and seconded to accept and approve the October 12, 2022 Business meeting minutes.

WPCP Notice: Choice Parent Attendance

- No parents were in attendance for this fall meeting.

Admissions Report

- November 3 was a very successful Preview Night
- Vocations Fair November 9 & 10
- 28 families registered but didn't attend. They still registered with intent to attend.
- Five 8th graders from Pilgrim Lutheran have applied.
- GRACE Shadow Days are scheduled in October and November
- Outreach through advertising in Stroll Ledgeview Magazine for families in that area. The magazine also has a 'student feature' each month for a student from those families.
- Parent Ambassador Club - seeking a parent of each grade school with an affiliation who can act as a bridge between NDA and those school families.
- Beside shadow days, what other ways can we bring more students in the school.
- More and more, 'students' are making the decision of which school to attend.
- It would be helpful for someone (families, parents, board members) to contact and share interest in students thinking about NDA.
- Would like to implement an All School Assembly for GRACE students - taking it on the road.

Motion made and seconded to accept and approve the Consent Agenda of November 8, 2022. Motion carried.

LIVE REPORTS & INFORMATION

Student Liaison

- FallFest week was successful. The Service focus was for the blind and visually impaired, having raised \$1,500. Awareness was spread, and a parent talked about having Stargardt, a genetic eye disorder that causes progressive vision loss.
- Morning announcements are doing a good job getting the word out about NDA happenings.
- Student Government is heading the 'Cards for Veterans' cause.
- Documentary for Veterans Day will be held during Advisory on November 9.

Faculty/Staff Liaison

- Staff Council is reviewing the Handbook for consolidation.
- Also reviewing the onboarding process.

(Staff & Student portion concludes)

Live Reports: Administration & Board Committees

Principal's Report

Academic Affairs Team - Academic Awards to be revamped.

- Service Plans - allows students more time
- Course selections held in January
- More virtual appointments with counselors are happening to help with student schedules.
- How to reduce absentees
- Student Government wrote an NDA student prayer; yet to determine how to use it. Would this be the official school prayer?
- Acquiring data to access funding to help students
- Growing the IB Careers Program
- Student Services is meeting all students who failed first quarter
- Lots of excitement with the fall sports season
- School has a really great rhythm happening
- Soccer team received a wide 'wish of good luck' for the state tournament from alumni of NDA and predecessor soccer alumni.
- Hispanic Outreach - 1st Outreach event was held on Saturday, Nov. 5, giving families an opportunity to learn more about the school, take a tour, and to feel comfortable at NDA. It was a small but good turnout.
- The same event will be held again at a different time of day, in the afternoon.

Associate Principal's Report

- Lots of renewed energy. We have new clubs and activities to meet the needs of the students.
- New moderators are helping out.
- Students were very creative during FallFest.
- Band started a Future Tritons program to rebuild the program and engage younger students.
- Choir is also starting a Future Tritons program. This is the first line of Ambassadorship.
- Implementing an adult mentorship program for the struggling students.

- The Future's program is currently not listed on the website. Who should be the face of the Future Tritons Program?
 - Administrative level decision to discuss with the coaches to reach out to the young students. Also need to market to the Admissions and Performing Arts.

School Safety Drill Report

- The School Safety Drill Plan is to be signed by the Board Chair, President and Committee Rep.

NDA Audit Summary

Review of the Audit.

- Clean and unqualified opinion.
- No difficulties in performing the audit.
- Next Audit begins 11/21/22 for WPCP and NSNP
- \$10,909 to educate every student.

Board Formation Report

The committee vetted names of potential members and assigned contact.

- Two directors are leaving in 2023; four leave in 2024. Plans are to return to 15 members.
- Pass names along to the board chair or a member of the Board Formation Committee.

BOARD DISCUSSIONS

Questions/Issues from Consent Agenda Items

- The boiler project contract was signed
- The new garage is completed, and now occupied.
- Electrical work for the boiler has begun in the hallways, without disturbance to the classes.
- Preferred vendor list will be used for future bids

Issues needing clarification in BOE Triton Times

- None

Discussion Issues:

Board Retreat Follow up

- **How to program for different groups of students**
 - Reviewed Graph slide for information
- **Emergent bilingual students**
 - We have more students with greater need
 - Data is new this year
 - Identifying students that have learning needs and EL needs
- **Special needs students: Tier I, Tier II, Tier III**
 - Tier 1: Students that have test anxiety, ADHD, etc., and can be cared for in the classroom

- Tier 2: Students who need support care outside the classroom
- Tier 3: Students with autism or the like, and need a great deal of support; i.e., one on one support.
- **Funding Personnel and ongoing training needs**
 - Since NDA cannot deny admission with WPCP, the Principal will have a hard conversation with families if we cannot meet their needs.
 - If a student still comes to NDA and we have told them we cannot meet their needs, then DPI rules state that such a student would need to be expelled on the first day of school.
 - Where can the public school fill in gaps for special needs?
 - EB training will be made available to teachers
 - Need a clear picture of what services we can provide. Be transparent and honest about what we can and cannot do.
 - What is needed:
 - A full-time EB teacher
 - Have clear language in publications if we cannot meet a student's needs; that NDA would need to expel the student on the first day of school as stated by DPI.
 - The final statement will need BOE approval before Christmas.
- **Class sizes and number served**
 - Estimate 287 in Choice in 2028-29.
- Reviewing our philosophy regarding the admissions process and who we can or cannot serve.

Motion made and seconded to approve the spirit of the conversation regarding the philosophy, and to include the statement: *Once a student has accepted the Choice voucher, the student is considered to be enrolled in the school and the school's policies apply. Once a Choice student is enrolled in a Choice school, the school may enforce its policies related to expulsion, if applicable. Motion carried.*

Strategic Plan - Year 1

Board Captains and Board Strategic Plan

- The Board "owns" the Strategic Plan.
- 17 Captains are needed with the responsibility to keep the board informed

ADJOURNMENT

The Regular Meeting adjourned at 6:21 p.m. and moved into Executive Session.

Respectfully submitted, Char Dunlap Executive Assistant to the President

NEXT MEETING - February 14, 2023