

The Compass School
September 13, 2016 Meeting of the School Council
Minutes

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

Date and Time of Meeting: September 13, 2016 6:00 p.m.

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

Others Present: Brandee Lapiskey (BL), Dan Levinson (DL), Abby Colby Cooper (AC), Mike Commendatore (MC), Elisa Lucia (EL)

Presiding Officer: RA

1. Call to Order: Rachel Axelson, Council President, calls the meeting to order at 6:06 PM.
2. Roll Call
3. Adoption of Consent Agenda
 - a. Discussion/vote to approve Consent Agenda (including agenda of this meeting)

RA entertains a motions to adopt the consent agenda.

NG so moved

MS seconds

Discussion: none

Vote to approve consent agenda

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. Yes

4. Approval of minutes (2 minutes)

- a. Discussion/vote to approve minutes from 8.24.16

RA entertains a motion to approve the open session minutes for August 24, 2016

SS so moved

NS seconds

Discussion: none

Vote to approve the open session minutes for August 24, 2016

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. Yes

5. Director's Report (10 minutes)

a. Discussion/vote to accept Director's Report

RA entertains a motion to approve the Director's Report

SS so moved

MS seconds

Discussion: BL discusses the directors report. Discussed certain aspects for more information to give to the council. Investment for the HVAC was a good one decided at the end of the school year. Discussion of the different improvement priorities. Discussion information of the school accountability portion of the charter renewal as well the importance of sharing best practices. How do we prepare for five years from now. We are exceeding a lot of our ratios which is great but how will decisions affect five years from now. Community outreach is a priority this year and already working with outside organizations to support the Compass community. EP has been working with URI and DEM to help create a path from Compass to URI.

Vote to approve the Director's Report

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. Yes

6. Main Street Resources

a. Presentation (12 minutes)

BL giving background on how Compass and Main Street Resources connected and what has progressed since then. Were able to do a site visit. Invite Compass community to a meeting at DL house to discuss and answer questions. This opportunity is a viable option but must consider if there is more budget cuts in the future what would it mean for this program.

b. Q & A (15 minutes)

NG What were some of the big mistakes.hurdles with the other projects? DL The idea of the for profit versus nonprofit. Let's build gardens everywhere, putting it in is the easy part, maintaining is the easy, but hard when people who have been there leave. Partner looks more at the human element and DL is more of systems.

EP In some respects this is truly ideal place because of URI down the road with their new program. One concern I have though is the small local agriculture will feel because of the potential undercut. Master gardens can be your biggest allies.

DL the community is really strong at Compass. The one thing about school gardens is that it is educational but not for profit. Believe that the produce should stay in the cafe. The purpose is that RI schools are buying local foods.

SS just curious what is happening in Bridgeport now? DL Bridgeport we learned to transition to let go. Still getting funding from the community and private funding. They just changed the way it is being run compared to the way it was when it was set up.

BL is looking at this in the idea of do we tweak the existing garden or do we look bigger.

NS Going back to the idea of the produce. We out source our food and at the moment we do not have a kitchen but notice that it says kitchen in the proposal? DL we are about finger food. Wash it and put it out. The idea is that just starting this with Compass and then other schools want to jump on.

RA my major concerns are the garden organization and who would be the main person that would take it on here.

BL the sense that I am getting from teachers is that it is great idea but having a point person outside of the teaching staff that would be working with the kids and the farm. NG discussing what would be the criteria for the job of this point person.

DL need 4 months to do the planning and design of the garden.

NG we had our retreat today where half the staff self selected this as a growth goal.

DL we will have to fundraise for it. It would be good to go into it with 2 years of funding when all is said and done.

BL you don't know what is out there until you look. In terms of state-level funding, BL believes that the Department of Health is a more likely source than RIDE.

c. Discussion/vote to endorse action steps on Strategic Plan

RA entertains a motion to endorse the action steps on the Strategic Plan

SS So moved

MS seconds

Discussion: SS asks the Council to think thoughtfully about the about the long term succession plan. Sustainability is important. . NG could we say that a percentage of funding needs to be secured before we commit. BL the Lattner Foundation is on board as well potential with Newman's Own. DL is waiting for the invite to come to the school.

RA we need to vote on the action steps before we can allocate the money.

PC can we look at it on the half scale or do we need to go all in? BL I think that we can start small.

Vote to approve endorse that September action plans one the strategic plan

In favor: 9 Opposed: 0 Abstain: 0

Motion passes. yes

7. Set and vote to appoint committees, committee chairs, and charge (9 minutes)

RA entertain motions to set and vote to appoint committees, committee chairs, and charge

NG so moved

a. Policy: Nicole Saulan

i. Discussion/vote

RA nominates

NS accepts

SS So moved

EP seconds

Discussion: The policy committee is charged with the ongoing review of Compass policies to ensure both compliance with regulations as well as transparent guidance for our school community.

Vote to approve Nicole Saulan as the Chair of the Policy Committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes. Yes

b. Development Michelle Salisbury

i. Discussion/vote

RA nominates

MS accepts

EP motions to approve

LT seconds

Discussion: The development committee is charged with working in conjunction with the Development Director and the School Director to secure short and long-term funding. They will oversee the Vision Dinner, annual fund campaign, and follow up tasks from Foundation relationship building.

Vote to approve Michelle S. as chair of the Development Committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes

c. Finance: Michelle Salisbury

i. Discussion/vote

RA nominates

MS accepts

NG motions to approve

LT seconds

Discussion: The finance committee is charged with overseeing the transition of our new business manager. Additionally this committee will monitor Compass School spending to ensure that it is in alignment with the Council-approved budget.

Vote to approve Michelle S. as chair of the Finance Committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes

d. Learning Committee: Nicole Gardner

i. Discussion/vote

RA nominates

NG Accepts

MS motions to approve

MG seconds

Discussion: The learning committee is charged with visioning a 3-year blended and personalized learning (BPL) roadmap for The Compass School. In doing so, the committee will research and pilot BPL best practices and tools, collaborate with statewide leaders of this initiative, all while gathering and incorporating Compass student and family feedback. The 3 year roadmap will be presented at the April Council meeting for feedback. Revisions will be brought to the May Council meeting for final vote and adoption.

Vote to approve Nicole Gardner as the chair of the Learning Committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes

e. Health/Wellness Rachel Axelson

i. Discussion/vote

SS nominates

RA accepts

NG motions to approve

LT seconds

Discussion: The health/wellness committee is charged with facilitating the Compass School Farm initiative. Along with the Director, this group will serve as the vehicle for engaging Compass families and other volunteers, for collaborating with Main St. Resources to design and build a farm at the Compass School that can serve as a school garden resource center for the state.

Vote to approve Rachel Axelson as chair of the Health/Wellness Committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes

f. Site: Evan Pressier

i. Discussion/vote

RA nominates

EP accepts

LT motions to approve

PC seconds

Discussion: The site committee is charged with identifying the next steps in The Compass School campus facility lifecycle through a research-based approach. One priority is to determine the future use (or non-use) of vacant buildings on campus (i.e. the shed and barn). The second is to co-facilitating the RIDE school construction process for either new construction or barn renovation along with the Director and Business Manager.

Vote to approve Evan Presseir to chair Site committee

In favor: 8 Opposed: 0 Abstain: 1

Motion passes yes

8. Increase nurse sub pay (3 minutes)

b. Discussion/Vote

RA entertains the motions to discuss increases the nurse sub pay

MS so moved

Marissa seconds

Discussion: BL is asking to move to \$ 150 a day

Vote to approve the increase of nurse sub pay from \$125 a day to \$150 a day

In favor: 9 Opposed: 0 Abstain: 0

Motion passes Yes

9. PARCC (10 minutes)

c. Discussion

BL presented a powerpoint showing visuals on the growth from last year to this year. Did not grow much in ELA but did 11% in math.

10. Calendar amendment (180 days) (2 minutes)

a. Discussion/Vote

RA entertain a motions to approve a calendar amendment to add a day

MS so moved

LT seconds

Discussion: none

Vote to approve amendment to the calendar

In favor: 9 Opposed: 0 Abstain: 0

Motion passes yes

11. Save the Bay - Remove council seat requirement from the charter (5 minutes)

a. Discussion/Vote

RA entertain a motions to approve the removal of the council seat requirement from the charter

MS so moved

NG seconds

Discussion: none

Vote to approve the removal of the council seat requirement of Save the Bay representative from the charter.

In favor: 9 Opposed: 0 Abstain: 0

Motion passes Yes

12. Inclusive practices at The Compass School (7 minutes)

BL discussed the first charge of the policy committee on transgender non-discrimination policy using Matt's policy as a guide.

13. Budget amendment Update (7 minutes)

BL There has been a number of changes since we have approved the budget. BL has some ideas about what the money can be spent on. This is coming from the budget approval in June without the new local shares contribution.

LT gave some insight on Newsela system and the benefit for students.

EP brought up the idea of bumping up the development director position.

NG would it be a good idea to talk to staff if there are anything else instructional wise that they would want to put in for potential spending budget.

14. Appoint Jason Smith as auditor (2 minutes)

a. Discussion/Vote

RA entertains a motion to appoint Jason Smith as auditor

MS so moved

LT seconds

Discussion: BL the position went out to bid and Jason who has worked with Compass in the past bide

Vote to approve the appointment of Jason Smith as auditor

In favor: 9 Opposed: 0 Abstain: 0

Motion passes Yes

15. New Business

16. Public Comment

17. Adjourn at 8:05 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.

Director's Report

Provided By: Brandee Lapisky, M.Ed.

Submitted on: 9/8/2016

Council meeting date: 9/13/2016

Enrollment

The enrollment tallies below are updated as of 9/8/16.

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.

Strategic Plan Updates

Charter Renewal: The charter renewal process, though nearly at its end, is not quite yet complete. These are the final steps that will take place before Compass goes before the Council of Elementary and Secondary Education this fall.

- Draft a bylaws revision re: Save the Bay seat on Council (in progress)
- Providing factual corrections to the charter renewal report (complete)
- Meeting with Matt Plain regarding the new charter form (in progress)
- Complete the charter form and return to the charter renewal office (in progress)
- Name The Council of Elementary and Secondary Education as additional insured on the Compass D&O policy (complete)

Of note, The Compass School and Blackstone Academy were the last to be reviewed using the former framework. A new framework is in development currently and Compass will be reviewed using this revised format in the next charter renewal period, five years from now. In the new system, student achievement outcomes are weighted far more so than classroom practices and curriculum.

Development: In the 2015-2016 school year, the development team's efforts yielded \$54,830, exceeding the \$50,000 target set by Council by \$4,830. The \$20,000 development director salary expense brings the net total to \$34,830.

The breakdown is as follows:

- Annual Fund
 - Staff and families: \$21,000
 - Alumni: \$75
 - Vendors: \$300
 - Business prospects: \$300
- Grants
 - Spark grant: \$855
 - Ocean State Charities Trust: \$2,300
 - Legislative grant (sponsored by Teresa Tanzi): \$5,000
 - Lattner grant: \$25,000

I met with Development Director Abby Colby Cooper regarding the Compass Farm project. Her assessment is that a large project like this one will generate attention and cultivate philanthropic interest. While some of the funders' gifts will be directed toward the operation of the project, having such an attraction on campus and part of the Compass package will provide more incentive and interest in capital projects (like new building construction or renovation).

Blended Learning

- FUSE RI: Following a competitive process including interviews, we were selected by The Highlander Institute as a FUSE district. This means means that The Compass School will have access to two highly trained FUSE fellows for a two-year time frame. The intent is for the FUSE fellows to support Compass with our personalized and blended learning initiatives, which have a place on our strategic plan. The well-defined programming at FUSE will provide a strong framework for personalized professional development for our teachers.
- Heidi Vazquez will serve as our school's Personalized Learning Lead Teacher. In this role, she will serve as a liaison to the FUSE coaches. Additionally, she has taken on responsibilities at the state level as well. For example, Heidi will represent The Compass School as a panelist speaker at the statewide "RIDE Powered by Innovation" conference on September 17th.
- The team from Envision has completed the wireless infrastructure upgrades that now include Explorer and Discoverer modulators. We are waiting to do the final sign off on the project until all

Facilities Life Cycle: Current Campus

- Swings have been installed.
- The new HVAC unit has been installed.
- RIDE commissioned Jacobs to complete a statewide facilities assessment. The *draft* results have just arrived and Brandee will provide the full report upon request. The Compass team is in agreement with much of the report, however we will seek clarity on some areas - noted below.
 - The deficiencies outlined in the assessment are divided into 5 priority levels, #1 being the top priority that needs immediate attention.
 - Positive information from the report:
 - The Compass school did not have any priority 1 deficiencies.
 - No deficiencies were found in the modular buildings or the greenhouse.
 - Some of the deficiencies identified in the main building have already been corrected via the HVAC purchase that Council voted to approve at the conclusion of FY16.
 - The following deficiencies should be discussed at the site committee:
 - Priority 1 – Mission Critical Concerns: None
 - Priority 2 – Indirect Impact to Facility Mission:
 - Main building interior paint (we will seek clarification/contest this assessment)
 - HVAC exterior condenser replacement (completed in August 2016)
 - Priority 3 – Short-Term Conditions:
 - Pave parking lot
 - Add flashing beacon to school zone light
 - Replace vinyl tile in the main building

- Replace HVAC circulating pump (completed in August 2016)
- Replace canopy and mounted building lighting
- Technology
 - Install security access controls
 - Replace network switching
 - Update classroom AV/Multimedia systems
 - Install local sound reinforcement in instructional spaces
 - Install main telecommunications room ground system
 - Network cabling infrastructure is partially outdated and/or needs expansion (Completed in August 2016)
 - Replace security cameras and recording system - add 20 cameras
 - Install a dedicated cooling system in the telecommunications room
- Priority 4 – Long-Term Requirements:
 - Replace exterior wood of the main building
- Priority 5 – General Improvements:
 - Stripe paved parking lot

Facilities Life Cycle: Future Campus

- Brandee filed the Letter of Intent to enter into the new construction/renovation process with RIDE.

Facilities Life Cycle: Compass Farm

- Along with Monique Bosch and Dan Levinson from Main St. Resources, Brandee co-facilitated a garden tour in Connecticut to visit The Green Village Initiative's community farm and school gardens. 10 Compass representatives, including 2 Investigator students, attended the trip.
- A community discussion about the prospective project is scheduled for Friday, 9/9. 19 Compass representatives have RSVP'd to the event to date.
- A representative from the Lattner Foundation will attend the event on 9/9. Reports indicate that the project is of interest to the organization.
- Brandee met with Kateri Collins, a Compass parent, who is willing to facilitate collaboration between West Kingston Elementary and Compass via a garden club. She has already met with the principal who is on board. West Kingston Elementary could emerge as the first partner school for the project; they do not currently have a school garden.

Staff Configuration:

- No progress has been made with this area; it was not yet "green lighted" by Council.

STEAM Pilot

- Hilary Downes Fortune attended trainings with Fab Newport over the summer. One of the sessions focused on 3D printers - all attendees received a 3D printer for their school as part of the training. This new tool will be included in our STEAM pilot this year.
- The Investigators (5th/6th) are the first step to collaborate with this new program. Discoverers (3rd/4th) will participate 2nd trimester and Navigators (7th/8th) 3rd trimester.
- A Compass parent emailed the following message following the first class. "At diner, our daughter described the science experiment today and we debriefed as a family. It was a joyful family moment. Connecting math, technology, and science to Ava's passion for art is gives us hope for her professional future. Thanks!"
- Positive energy abounds in the early stages of the pilot.

Elective Pilot

- This pilot is in early stages of development. More information will be available by the next update.

Assessment

- Explorers are using Aimsweb and Pals for assessment.
- Special Education will continue with Aimsweb.
- 2nd - 8th grade will use iReady. All teachers have log in information and student accounts are prepared. Teachers will have professional development using the new tool on 9/14.

Other Topics

2016-17 Staff Search Updates:

- All vacancies have been filled.
- We've established a mentoring program where all new staff are partnered with a veteran staff member.

Legislative Updates: No information to report at this time.

League of Charter Schools: No information to report at this time.

Budget

- Due to low ridership, one bus has been eliminated from our bussing fleet. This came at a savings to Compass of \$25,000.
- The Lattner Foundation check in the amount of \$25,000 arrived.
- The legislative grant check in the amount of \$5,000 arrived.

- A parent of a Compass graduate donated \$1,000 to the 2016-17 annual fund. In the note, the parents thanked Compass teachers and administration for the “strong foundation” that the school offered their son who has moved on to high school.

Community Outreach

- Kristen Kardos, Compass parent and staff member attended the Clean Air Force convening in Washington DC. She represented Compass, making connections to our school’s mission and also our national legislative representatives.
- I wrote an outreach article that appeared in [The South County Press & Westerly Sun](#) “[Back to School Edition](#)”
- Council member Evan Preisser is working with colleagues at URI on a Compass-URI Connector Path through URI’s North Woods. This would offer a nature path that would ensure a safer travel between our two schools.

PARCC

- The 2016 PARCC results are now available.
- Compass ranked 3rd in the state (for the second year in a row) for ELA scores at both the elementary and middle school levels.
- Our Math scores improved by 11%, more than 2 times the state average.
- I will host two Test Talk with Ms. Brandee sessions on 9/12 and 9/13 for parents.
- More in depth analysis can be found in the [Test Talk presentation](#).