

## **IDEA Board of Trustees Meeting Minutes for December 16, 2021**

### **In Attendance**

Giz Andargeh  
Edward Dunson  
Candice Durham  
Lakeisha Highsmith  
Tawanda Johnson  
Kelly Nakamoto  
David Owens  
Calvin Snowden  
Sydney Stein  
Nicole McCrae, Principal  
Justin Rydstrom, Executive Director

### **Call to Order**

Dr. Snowden called the meeting to order at 6pm. Ms. Highsmith made a motion to approve the agenda. ??? seconded the motion. The motion was approved.

### **Chair's Remarks**

Dr. Snowden expressed appreciation for the work of the board committees.

### **Open Comment Period**

There were no comments from members of the public.

### **Governance Committee**

Mr. Andargeh presented the report from the Governance Committee, which included the following:

- Some current board members are out of compliance with the board bylaws as they relate to tenure. The bylaws stipulate that members of the board can serve no more than three consecutive three-year terms. This issue will be addressed at a future Governance Committee meeting.
- Results of the Board of Trustees Needs Assessment survey include equal support of these priority needs:
  - Career and technical education
  - Fundraising
  - Legal
  - Procurement

- Ms. Highsmith (?) suggested the need for a succession plan for board members.
- Dr. Snowden said the board should also consider recruiting members from the Deanwood community.
- The survey results also included a recommendation for expanded skills in the governance committee and improvement in board effectiveness through appropriate cultural fit.
- Dr. Snowden asked the board to reflect on the survey questions and results and share their thoughts with Mr. Andargeh to inform a board retreat in the spring.
- Ms. Highsmith suggested that the board consider how to communicate and assess the required commitment from prospective board members. She expressed appreciation for the long-serving board members for their deep contributions to the school.

### **Executive Search Committee**

Ms. Highsmith reported that the committee held a kickoff meeting with WorkMonger to initiate their work together. The committee met with Founder and CEO John Troy, Director of Partnerships Taylor Gonzalez, and Director of Talent Services Sarah Mueller. The conversation focused on building the ideal profile of the candidate and the plan to solicit input from stakeholders, including parents and students. WorkMonger outlined the timeline for the search process, including design selection process and building the pool in January, sourcing and interviews in February, finalist interviews in March, and a selection in April.

### **Finance Committee**

Ms. Nakamoto provided the Finance Committee report, indicating that performance indicators including cash, balance sheet, grants, and forecast all look good at this time.

### **Facilities Committee Report**

Mr. Dunson and Mr. Rydstrom provided the Facilities Committee report, which included the following:

- Phase 1A of the construction project was completed and passed inspection on December 10. This includes early childhood education and prenatal education classrooms in the Educare space, a staff lounge, open meeting rooms, student seating, new bathrooms, laundry room, and janitorial closet.
- The Facilities and Finance Committees proposed a joint motion to approve Phase 1B contract with Corbett Construction in the amount of \$1.8 million to build the student commons, additional restrooms, new kitchen and serving areas, and exterior ADA and kitchen service entrances. The project is expected to be complete in June 2022. The contract has been reviewed by counsel. NAME seconded the motion. The motion was carried unanimously.
- Mr. Dunson recommended that the board consider the importance of facilities management in both future board composition and the next head of school.

The next board meetings will be February 24, April 28, and June 23.