



Meeting of the Board of Directors

Wednesday September 25, 2024
1:00 P.M.

2424 West Peterson

Meeting Minutes

Members Present:

John Hrisney	X
Charles Hempfling	X
Michelle Cronin	X
Manuj Lal	Absent
Stephen Moy	X
Jyoti Nigam	X
Mark Hansen	Absent
Paula Cripps-Vallejo	X
Marcia Harris	X

Guests Present

Rebecca Creighton: Co-CEO
Chris Shue: Co-CEO
Eric Lindstrom: COO
Michael Stewart: Principal, Passages
Anna Falcon: Director of Human Resources
J. Johnson: ECE Site Manager

1. Call to Order (M. Cronin)

Discussion: M. Cronin called the meeting to order at 1:10 pm
M. Cronin introduced M. Harris and P. Cripps-Vallejo to the group and the team went around the room and introduced themselves.

2. Board Appointments

Discussion: **Board re-confirmation of board terms:** Motion to confirm board terms for M. Harris and P. Cripps-Vallejo. Motion was Approved - unanimous

3. Public Comment

Discussion: N/A

4. Ed Council Report (M. Hansen/M. Stewart)

Discussion: R. Creighton shared that the Education Council (Ed Council) held its first meeting of the year. The purpose of this initial meeting was to establish intentions for the upcoming year which are designed to align with the mission, vision, and strategic goals approved by the board at the end of the last school year.

M. Stewart provided an update, noting that last year's focus was primarily on curriculum development. Moving forward, the focus will shift from curriculum to instructional practices, aiming to enhance the delivery and effectiveness of educational content

5. Principals Report (M. Stewart)

Discussion: M. Stewart reported out that as a part of Charter Renewal we have done some pre-audits on our ELL and SPED supports. It was shared that we have over 30 different home languages spoken at Passages, with the top three being Spanish, Rohingya and Arabic. While our supports for Spanish speaking students is resourced most, we do have two teachers that also speak Arabic. M. Stewart shared that we still struggle to find supports for our Rohingya students, particularly because it's not a written language.

M. Stewart reported that a preliminary SPED audit showed significant improvement:

- SY 23/24 Annual IEPS Completed on time: 96% (SY 22/23 was 67%)
- SY 23/24 Annual IEPS Completed: 100% (SY 22/23 was 100%)
- SY 23/24 Re-evaluations completed on time: 100% (SY22/23 50%)
- SY 23/24 Re-evaluations completed 100% (SY 22/23 was 100%)

M. Stewart reported that Passages 20th day count was 384.

M. Stewart reported that 69.9% of students are multi-language learners.

M. Stewart and R. Creighton shared that the first-week visit from CPS and the Mayor's Office was a success. Feedback included a recommendation to see more classroom instruction in place by the fifth day of the first week. They were pleased to hear about the school's whole-child approach and its partnership with Trellus

6. ECE Report (J. Johnson/R. Creighton)

Discussion: R. Creighton and J. Johnson shared with the Board that we submitted our 2025 Head Start Continuation application and budget. R. Creighton shared that as of November 1, 2024 we will move from a sub-delegate to a Community Partner with Start Early. R. Creighton shared that this would allow additional support from Start Early as our funder and move all governance and the budget to Start Early. R. Creighton shared that we will continue to share information about our HS/EHS program with both the Board of Directors and our Parent Council.

J. Johnson reported that enrollment for HS is 84 of 85 and EHS is 15 of 16, the team expects to be fully enrolled by the first of October

J. Johnson reported that they are in the process of hiring for two vacancies. 1 EHS Teacher and 1 Family Support Specialist.

R. Creighton shared the PIR (Program Information Report) and highlighted areas of strength's and areas of needed improvement.

- Areas of success
 - Health Insurance: HS 87% / EHS 100%
 - Medical Home: HS 92%/ EHS 100%
 - Children with IFSP/IEP receiving services: HS 100% / EHS 100%
- Areas of Challenges
 - Chronic Absenteeism: HS 84%/EHS 71%
 - Up to Date with Immunizations: HS 73% / EHS 62%
 - Dental Exams: HS 53% / EHS: 95%

R. Creighton shared highlights of the 2023/2024 Annual Report

- 80% of students are English Language Learners
- Social emotional development increased from 57% to 79% of students meeting expectations from Fall to Spring
- Physical development increased from 64% to 86% of students meeting expectations from Fall to Spring.
- Language development increased from 43% to 72% of students meeting expectations from Fall to Sp

R. Creighton reported that 85% of our eligible students transition to kindergarten

7. Passages Special Committee (R. Creighton/ C. Shue)

Discussion: C. Shue shared that the special committee has met twice and have a framework for 3 sustainability plans and are on track to make a recommendation to the board by the end of the calendar year. The committee includes M. Hansen, J. Hrisney, M. Stewart, M. Moeller of Focus Strategic Partners, C. Shue and R. Creighton.

8. Passages Budget/Finances (C. Shue)

Discussion: C. Shue presented an overview of the budget for the new school year, which outlined some of the strengths and areas of risk. The planned budget as approved is balanced so staff will need ensure that spending aligns with budget and monitor enrollment levels.

C. Shue shared that so far in Q1, Passages is on track with the budget and spending.



C. Shue shared that the finance team is already well into work with the auditors for the FY24 audit.

9. Consent Agenda

Discussion: Motion to move approve consent agenda made by C. Hempfling and seconded by J. Hrisney

Motion was: Approved- unanimously by M. Cronin, J. Hrisney, M. Harris, P. Cripps-Vallejo, S. Moy, J. Nigam

- a. Approval of July 2024 Meeting Minutes
- b. Approval of 2025 HeadStart Application and Budget

10. On the Horizon

Discussion: M. Stewart shared the following dates

Back to Passages: August 23, 2024

First Day of School: August 26, 2024

Open House: September 4, 2024

11. Adjourn

Discussion: Motion to adjourn meeting at 2:15 made by J. Hrisney and seconded by C. Hempfling

Motion was: Approved- unanimous M. Cronin, M. Harris, P. Cripps-Vallejo, S. Moy, J.Nigam