

**Governing Board Meeting Minutes**  
**September 3rd, 2019**

Northpoint Expeditionary Learning Academy  
Room 111 @ 5:00 P.M.

Present:

Rosemary Dixon (RD)  
Gina Sparks (GS)  
Dawn Casey (DC)  
Zoe Kroner (ZK)  
Sharon Felker (SF)  
Melissa Wagoner (MW)

Not Present:

Michael Spreng (MS)  
Kyle Short (KS)  
Sophia Grubert (SG)

Meeting called to order at 5:03

Call to the public - No public present

Approval of the minutes with corrections from August 6, 2019. RD motioned to approve and DC seconded this motion, carried.

Approve of the Agenda - MW noted that the Office from PPD is not here to review the I love You Guys program with us today, but that she will review it with us. MW shared that this is more of an announcement as we will be moving forward with this program.

MW shared a copy of our old emergency guide that she is reading through. And in the end this document (I Love You GUys) will become our new emergency protocol. We will then need to have a drill each month so staff and students become more aware of the steps and procedures. (Document attached of the 5 codes that will be taught).

MW reviewed and shared that she likes that the codes are very clear. There is a poster that has all 4 codes with clear notes of steps to take / who does what. We will get this posted in all of our classrooms. We don't want to scare the students, we hope to prepare them and let them know what to do and where to move to, if needed.

This chart is color coded and each room will also have note cards available to help if needed. DC asked who is training us on this & MW shared that we have an officer that is available and has been here to guide us as well as assist if needed. (Document - attached and breakouts explained)

MW - We have not trained staff as of yet, but we have this planned. I hope to train HS this Friday - and MS next Friday. I want to make sure I know it completely so I am prepared to train and answer staff questions.

Officer arrived a bit late to share the program "I love you guys" school security protocol. The Officer presented two docs, one for parents and one for students. He explained that this is not a new program it has just been formalized into a plan and given directions.

Lockout - Is basically you lock all the outside doors. Business as usual. This means that something outside is going on and you are securing the students safe within the building.. (Situation outside - protect the inside. No one in and no one out. No exceptions).

Lockdown - Lock and secure interior doors. This means that someone or something is already in or about to come in the building. That there is no time to lock the exit doors. So room doors are locked, lights are turned off and students are out of sight. Students should remain silent and the Instructor/Staff should take attendance. (Situation or Threat is inside the building, secure the students within the classroom.)

Evacuate - Would be something like a fire drill, etc. Lead the students to a certain location and take attendance. This could be fire, what not - its followed by a location. All students/staff should go to a certain place or location to check in. (Several locations may be needed) A primary location is best - but if its a fire and the kids are blocked in some way that we know where a 2nd location is, if needed. Empower the teachers to use their best judgement / "what do I need to do to keep the kids safe". Reminder to be honest and to the point - be real. None of these steps are the best or perfect in anyway. This is just plan to hopefully minimize injury and people getting hurt. This is a basic, easy to use and understand plan.

Shelter in place - Usually means something is happening outside. Hurricane, tornado, weather ... hazard outside. Fires and smoke. (Chemical spill, etc.)

Hold - Close and lock classroom door - medical emergency right before a class change, etc. Keeps the path open for people to get in and assist as needed. Teachers keep doing business as usual. This is the same as lock out - carry on as usual. Keep teaching. Keep doing as you were - Just stay inside. Hold in your class and continue calm and as normal. This will help the kids be calm as well.

MW will give this info to the teachers to look at and review. We will note and save questions for review when the officer is back to share and walk through the program with us. Its simple enough that a sub could look at the chart/note cards and understand. This really is a life skill. We are teaching them so they will take this with them and have an idea on what to do outside of the school as well. All this material is free and can be downloaded as needed. It is simple to use and understand.

The last portion of this is the .... Emails or text blasts from parents and students. Having a place for parents to meet the kids and not to rush to the school. We will let you know where to pick up your

kids, etc. Making sure we have all accounted for and what to do about the kids we have not accounted for.

MW will have partial training with staff this Friday we will put out the protocols and then talk about the what ifs, etc.

School Update: Our numbers are good. And all is going pretty well. The MS (Middle School) has a little bit of push back and minor issues. Support Staff & Instructors talked to them about where do you want to go to school and what do you want our school to be? That they have the power to make this better or not. Our 8th grade teachers are wearing out a bit, so what can we change to help them and this environment. We have had some OSS, ISS (Out/In School Suspension) and approx 2 that are making some poor choices. Their parents are informed and involved and sometimes its just not fast enough for the teachers. Which also becomes unfortunate for the others. We hope that this talk today will bring some changes. The gen 8th grade pop has an i dont care attitude. We are addressing this matter as best we can. Outside of the 8th grade all is good. There is a lot of beautiful things going on as well. We have 8th graders taking math down at the HS and a student that was really falling behind and struggling last year is very positive and focused this year.

YC IGA-Dual Enrollment: Allows us to teach college classes on campus. This brings college classes to the students for \$10 instead of \$300. We added a Justice course on campus this year that the kids are excited about. Our biggest issue has been getting the curriculum and the costs with that. We will need to buy the books and we are working on this. We just pay the teacher there regular salary and the students get a college and HS credit.

Adjournment: 6:40