

Henderson Inclusion School  
Governance Board Meeting  
April 26, 2023

The Meeting was called to order by Eva Clarke at 6:05 PM

**Attendance:**

Administrators: Stephanie Sibley (Head of School), Sheneal Parker (DOI Lower Campus),

Parents: Bethany Moffi (K0-1st), Michelle Carmell (6-8), Courtney Feely Karp (2-5), Danielle Tierney (6-8)

Community Partners: Nicole Daly, Eva Clarke

Teachers: Brett Nadan-Buresh (9-12), Mary O'Brien (2-5), Elisha McField (6-8), Kathleen Power (K0-1 alternate), Allison Mulkerins (K0-1)

Students: Jordan Nguyen (12)\* late, Bamari Davis (11)\* late

Guest Presenters: Pauline Lugira (Assistant Superintendent BPS)\* left early, Danielle Merdin (7-12 Math Instructional Coach)

Absent: *Vilma Silva (community member)*

**Welcome & Introductions**

Eva Clarke (new co-chair) opened the meeting by welcoming everyone and inviting each person to introduce themselves and their role. Both governing board members and audience introduced themselves.

**Approval of Minutes from last meeting**

Principal Sibley motioned to approve and Mary O. seconded.

**SPC Report/discussion**

Bethany M. gave the report. Two more parents, Danielle Tierney (parent of a 7th grader) and Courtney Feely Karp (parent of 3rd grader) were emergency voted in to bring the number of parent representatives on the Governing Board back to four, matching the number of teacher representatives. SPC has had a number of successful fundraisers recently: selling carnations, partnerships with restaurants, pizza kits. The next one will be held at Chill on Park, more details to follow. During teacher appreciation week, SPC is planning a luncheon on Monday, May 8 and needs confirmation from the Upper School that this will work.

SPC recently hosted a parent community zoom meeting discussing inclusion and

requests the following next steps.

- 1) A community meeting hosted by school administration discussing the topic
- 2) Want to discuss what decisions are run through the Governing Board. During the meeting, language in the [by-laws](#) was reviewed but still want to have discussion around this point.

### **Community Partner Report**

Eva C. gave an update on the school book club. There was one session held and one would be held the week of 5/1. Nicole D. gave an update about working towards establishing a partnership with the One Love Foundation to help educate and support students build healthy relationships.

### **Head of School Report ([slide deck](#))**

Sheneal P. gave a report on the Lower Campus. There have been a number of events and upcoming celebrations at the school (field trips, publishing party, Scholastic book fair, fitness day, welcoming new families). NAEYC is moving forward. Auditors visited on 4/13 and 4/14 and gave positive but unofficial feedback. The official response is expected to be received in about 3 months. Sheneal described what the NAEYC process entails.

Principal Sibley gave updates for the schools and progress made on the goals in our Quality School Plan (QSP). The three areas of focus in the QSP are: the Henderson School Instructional Focus grounded in equitable literacy (instructional focus), culture and climate (community focus), and attendance (community focus).

Brett N. presented an overview of what a Program of Studies is and an overview of why it would be helpful for the school. In the next meeting there will be agenda items the board will need to review from this document. Parent members of the governing board had questions about BPS requirements for high school, MassCore, and the process for creating this document. Answers to these questions and more that were not able to be addressed due to time constraints would be managed via email.

### **Innovation Plan ([slidedeck](#))**

Danielle Merdin gave a presentation outlining the process for renewing and revising our Innovation Plan. Pauline Lugira is the BPS support for the renewal (slidedeck link to be included)process. Revising and renewing our Innovation Plan will take the next year and needs to be ready for a School Committee vote by August 1, 2024. The major steps are:

- 1) Convene stakeholders (teachers, parents, students, community members) to give input around what should be in the plan
- 2) Revision process: a subcommittee dedicated to this task will take the feedback

from stakeholders and revise the plan

- 3) Teacher vote: a teacher vote is required if it changes the working conditions. This step may or may not be necessary
- 4) School committee vote

Questions around what the role of the Governing Board is for this document were asked. In 2019, there was no clear role for the Governing Board and our school did not fully understand the process or the timeline and ran out of time. This is why the [2019 version](#) is much shorter than the [original 2014 plan](#). Bethany M. asked what SPED support we have in the revision process. It is unclear whether Pauline L. has this expertise.

### **Ad Hoc Committees**

Eva C. introduced three ad hoc committees governing board members would populate to work on outside of meetings

- 1) School Based Rules (SBRs): this committee would review existing SBRs and revise them for the upcoming school year. There should be parents, students, and teachers as part of this ad hoc committee.
- 2) Fundraising
- 3) Strengthening and stabilizing enrollment: develop ideas and actions steps for our school community

Principal Sibley motioned to create these committees. Sheneal P. seconded the motion. Members of the Governing Board approved these committees. Membership of the committees will be populated off line.

### **Action Items for Next Meeting**

- Program of Studies (final draft of pieces needed to be approved by Governing Board)
- Inclusion Team Report (MaryFran McAuliffe)
  - Parents want to know if they can join, who is the coach for the team, and who from the district is involved
- Stakeholder Community Meeting around Inclusion
- What specific decisions are run through the Governing Board? Bethany M. wants to have an open discussion during the next meeting.