



# Henderson Inclusion School

## Governance Board Meetings SY2223

*The mission of the Dr. William Henderson K-12 Inclusion School is to serve students with diverse racial, ethnic, linguistic, socio-economic, and ability backgrounds from early childhood through and beyond Grade 12 in an inclusive setting that offers meaningful access to a rigorous, well-rounded curriculum and ensures a pathway to postgraduate success for every student.*

Instructional Focus SY2223:

Educators will layer multiple enabling and complex texts to engage students in grade-level, cognitively demanding written tasks and teach students how to use protocols for daily reading, writing, and inclusive peer-to-peer discussions. This work will foster independent, self-motivated learners, culturally-affirmed learners across content areas.

Resources: Governance Board [Revised Bylaws](#), [Roberts Rules](#), Quality School Plan (QSP), [HGB Norms](#)

### Members:

Administrators:

Sheneal Parker (Director of Instruction), Stephanie Sibley (Interim Head of School)

Teachers	Parents	Students	Community Partners
(K-1) Alison Mulkerrins	K0-1: Jess Butler	Bamari Davis (11th grade)	Vilma Silva The Possible Zone
Mary O'Brien (2 - 5)	2 - 5: Courtney Feeley Karp	Jordan Nguyen (12th grade)	Eva Clarke Life Church, Dorchester
Elisha McField (6 - 8)	4th - 8th: Michelle Carmell Danielle Tierney		Nicole Daley, Community Member
Brett Nadan-Buresh (9-12)	9th-12th: TBD		

Meetings

[October 26, 2022](#)



[November 30, 2022](#)

[December 21, 2022](#)

[January 4, 2023](#)

[March 22, 2023](#)

[April 26, 2023](#)

[May 24, 2023](#)

[June 14, 2023 \(Canceled and rescheduled\)](#)

[June 26, 2023](#)

## June 26, 2023

### Agenda

Time	Items	Notes
5	Welcome & Introductions	<b>Norms for Working Together</b> <ul style="list-style-type: none"> <li>• Listen to understand</li> <li>• Watch (share) airtime</li> <li>• Be fully present (start and end on time; silence electronics, avoid digital distractions)</li> <li>• What's learned here, leaves here</li> <li>• Support one another's learning</li> <li>• Honor all voices; invite different perspectives</li> <li>• <b>Disagree at the table; agree in the hallway</b></li> <li>• Focus on concrete outcomes</li> </ul>
2 min	Approve Minutes	<a href="#">HGB May 24 Minutes</a>
10 min	School Parent Council Report	
5 min	Student Representative Report	
5 min	Community Partners' Report	
25 min	DI & Head of School Report - Dr. Parker, Stephanie Sibley <ul style="list-style-type: none"> <li>• New K0/K1 Classroom -Dr. Parker</li> <li>• Program of Studies- Brett Nadan Buresh, Stephanie Sibley</li> <li>• IPT Follow up-Letrice Beasley</li> </ul> Action Items <ul style="list-style-type: none"> <li>• Promotion Requirements</li> <li>• Program of Studies (endorsement)</li> </ul>	<a href="#">June Slide Deck</a>
10 min	Ad Hoc Committee Updates <ul style="list-style-type: none"> <li>• School-based Rules- EMcField</li> <li>• Fundraising &amp; Partnerships</li> <li>• Strategic Plan for Stabilizing and Increasing Enrollment</li> </ul>	

	Action Items Uniform Policy	
5 min	Agenda Items for Next Meeting Meeting Dates for SY23-24 <ul style="list-style-type: none"> <li>• Wednesdays at 6 p.m.</li> <li>• 90 min</li> <li>• Monthly starting in Sept.</li> <li>• Mix between in-person &amp; virtual</li> </ul>	<a href="#">Governance Board Timeline</a>
50 min	Head of School Search- Eva Clarke <ul style="list-style-type: none"> <li>○ Proposed revised language in By-Laws for Board Authority in Hiring HOS.</li> <li>○ Discussion of Draft Job Description</li> <li>○ Proposal for Screening Committee Composition</li> <li>○ Presentation &amp; discussion of data and feedback from town halls and surveys about vision for HOS &amp; single vs. Co-principal leadership model</li> </ul> Action Items (Bylaw Revisions) <ul style="list-style-type: none"> <li>○ By-laws Revision</li> <li>○ Single Head of School vs. Co-Head of School</li> <li>○ Screening Committee Composition</li> </ul>	<a href="#">SSC Manual</a> <a href="#">Updated Innovation Plan (2019)</a> <a href="#">By Laws Template</a> <a href="#">Lila Frederick ByLaws</a>

## June 14, 2023 (CANCELED & RESCHEDULED)

### Agenda

Time	Items	Notes
5	Welcome & Introductions	<b>Norms for Working Together</b> <ul style="list-style-type: none"> <li>• Listen to understand</li> <li>• Watch (share) airtime</li> <li>• Be fully present (start and end on time; silence electronics, avoid digital distractions)</li> <li>• What's learned here, leaves here</li> <li>• Support one another's learning</li> <li>• Honor all voices; invite different perspectives</li> <li>• <b>Disagree at the table; agree in the hallway</b></li> <li>• Focus on concrete outcomes</li> </ul>
2 min	Approve Minutes	<a href="#">HGB May 24 Minutes</a>
10 min	School Parent Council Report	
5 min	Student Representative Report	
5 min	Community Partners' Report	
25 min	DI & Head of School Report <ul style="list-style-type: none"> <li>• New K0/K1 Classroom</li> <li>• Program of Studies</li> <li>• IPT Follow up</li> </ul> Action Items <ul style="list-style-type: none"> <li>• Promotion Requirements</li> <li>• Program of Studies (endorsement)</li> </ul>	June Slide Deck <a href="#">Promotion Requirements</a> (Brett Nadan-Buresh)
25 min	By-Laws Revision Proposal <ul style="list-style-type: none"> <li>• Short Term               <ul style="list-style-type: none"> <li>◦ Autonomous Schools' Board Authority</li> <li>◦ Personnel Selection Committee</li> </ul> </li> <li>• SY2023-24               <ul style="list-style-type: none"> <li>◦ When will this happen?</li> </ul> </li> </ul> Action Items (Bylaw Revisions)	<a href="#">SSC Manual</a>

	<ul style="list-style-type: none"><li>○ Autonomous Schools' Board Authority</li><li>○ Personnel Selection Committee</li></ul>	
5 min	Ad Hoc Committee Updates <ul style="list-style-type: none"><li>● School-based Rules</li><li>● Fundraising &amp; Partnerships</li><li>● Strategic Plan for Stabilizing and Increasing Enrollment</li></ul>	
5 min	Agenda Items for Next Meeting Meeting Dates for SY23-24 <ul style="list-style-type: none"><li>● Wednesdays at 6p.m.</li><li>● 90 min</li><li>● Monthly starting in Sept.</li><li>● Mix between in-person &amp; virtual</li></ul>	<a href="#">Governance Board Timeline</a>

## May 24, 2023

### Agenda

Time	Items	Notes
15 min	Refreshments, Welcome, & Introductions	
2 min	Approve Minutes	<a href="#">HGB April Minutes</a>
10 min	School Parent Council Report	
5 min	Student Representative Report	
5 min	Community Partners' Report	
30 min	Inclusion Planning Team (IPT) Presentation & Discussion	IPT Update
30 min	DI & Head of School Report <ul style="list-style-type: none"> <li>• NAEYC Update</li> <li>• Program of Studies</li> <li>• HGB Role in Decision-making</li> </ul>	<a href="#">Slide Deck</a>
5 min	Action Items <ul style="list-style-type: none"> <li>• Promotion Requirements</li> <li>• Add June Meeting               <ul style="list-style-type: none"> <li>◦ Proposed June 14, 6p, virtual</li> </ul> </li> </ul>	
10 min	Updates - GB sign-up for Ad Hoc Committees <ul style="list-style-type: none"> <li>• School-based Rules Review</li> <li>• Fundraising &amp; Partnerships</li> <li>• Strategic Plan for Stabilizing and Increasing Enrollment</li> </ul>	
5 min	Agenda Items for Next Meeting	



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## April 26, 2023


### Agenda

Time	Items	Notes
5 min	Welcome	
2 min	Approve Minutes	<a href="#">HGB March Minutes</a>
10 min	School Parent Council Report	
5 min	Student Representative Report	
5 min	Community Partners' Report	
20 min	DI & Head of School Report & Discussion	<a href="#">Slide Deck</a> <a href="#">PD Choice Board</a> <a href="#">Summary of 90-Day Revised Plan</a>
30 min	Innovation Plan Renewal <ul style="list-style-type: none"> <li>• Timeline</li> <li>• Process</li> <li>• Board Responsibilities</li> </ul>	<a href="#">Original Innovation Plan (2014)</a> <a href="#">Updated Innovation Plan (2019)</a>
10 min	Proposed Ad Hoc Committees <ul style="list-style-type: none"> <li>• School-based Rules Review</li> <li>• Fundraising &amp; Partnerships</li> <li>• Strategic Plan for Stabilizing and Increasing Enrollment</li> </ul>	
5 min	Agenda Items for Next Meeting <ul style="list-style-type: none"> <li>• Program of Studies (action item)</li> </ul>	

## March 22, 2023

### Agenda

Time	Items	Notes
5 min	Welcome	
2 min	Approve Minutes	<a href="#">HGB January Minutes</a>
10 min	Action Items <ul style="list-style-type: none"> <li>Nominations/Selection of Co-Chair</li> </ul>	
10 min	School Parent Council Report	
5 min	Student Representative Report	
5 min	Community Partners' Report	
5 min	DI & Head of School Report & Discussion <ul style="list-style-type: none"> <li>Hiring Update</li> <li>Revised 90 Day Plan</li> <li>Scheduling &amp; Curriculum</li> <li>NAEYC</li> </ul>	<a href="#">Slide Deck</a>
10 min	<p>Updates Budget Priorities</p> <p><i>Extended school day for Upper Campus (grades 2 - 12)</i></p> <p><i>Recruitment of families (e.g., multiple disabilities)</i></p> <p><i>Secure partnerships, internships, and community service opportunities</i></p> <p><i>Individualizing and personalizing</i></p>	<a href="#">December Slide Deck</a> <a href="#">BD-6 Form</a> <a href="#">Budget Summary</a>



	<i>curriculum</i>	
20 min	Inclusion Model	
5 min	Agenda Items for Next Meeting	<a href="#">Original Innovation Plan (2014)</a> <a href="#">Updated Innovation Plan (2019)</a>

## January 4, 2023

Members absent: M. Carmell, Vilma Silva

### Agenda

Time	Items	Notes
5 min	Welcome and Introductions	
2 min	Approve Minutes	<a href="#">HGB December Minutes</a>
15 min	Action Items  Vote/Selection of Officers <ul style="list-style-type: none"> <li>• Co-chairs</li> </ul> Approve revised By-Laws	<a href="#">Revised by-laws</a>
10 min	School Parent Council Report	
5 min	Student Representatives' Report	
5 min	Community Partners' Report	
40 min	Head of School & DI Report <ul style="list-style-type: none"> <li>• SY23/24 Budget               <ul style="list-style-type: none"> <li>◦ Budget alignment with Priorities</li> <li>◦ <a href="#">Form BD-6</a></li> </ul> </li> </ul>	<a href="#">Slide deck</a>
5 min	Agenda Items for Next Meeting	

## December 21, 2022

Members absent:

### Agenda

Time	Items	Notes
5 min	Welcome and Introductions	
2 min	Approve Minutes	<a href="#">HGB Minutes</a>
20 min	Action Items  Vote/Selection of Officers <ul style="list-style-type: none"> <li>• Co-chairs</li> <li>• Clerk</li> </ul> Review, Discuss, and Approve Revised By Laws - Brett and Bethany	<a href="#">Henderson Bylaws</a> <a href="#">Sample Bylaw Categories</a>  <a href="#">Revised by-laws</a>
20 min	Head of School & DI Report <ul style="list-style-type: none"> <li>• Enrollment Projections</li> <li>• SY23/24 Budget</li> </ul>	<a href="#">Slide deck</a>
10 min	School Parent Council Report	
5 min	Community Partners' Report	
5 min	Student Representatives' Report	
5 min	Agenda Items for Next Meeting	

## November 30, 2022

Members absent:

Roles:

Time Keeper:

Note Taker:

### Agenda

Time	Items	Notes
5 min	Welcome and Introductions	
2 min	Approve Minutes	<a href="#">HGB Minutes</a>
10 min	Action Items Vote on Proposed Community Members <ul style="list-style-type: none"> <li>• Vilma Silva</li> <li>• Eva Clarke</li> </ul> Accept Proposed Student Member	Brief Statement
15 min	Head of School Report	
10 min	SPC Report	Breakfast After the Bell, virtual format for
5 min	Community Partners Report	
20 min	Review & Discuss Proposed Updates to Bylaws	<a href="#">Henderson Bylaws</a> <a href="#">Sample Bylaw Categories</a>
5 min	Agenda Items for Next Meeting	

Attendees:

Roles:

Time Keeper:

Note Taker:

## Agenda

October 26, 2022

Time	Items	Notes
5 min	Welcome and Introductions	
3 min	Review of Our Mission	What resonates with you re the mission; serving students from early childhood and beyond; be apart of the
2 min	Review and Commit to Norms for Working Together <ul style="list-style-type: none"> <li>• Listen to understand</li> <li>• Watch (share) airtime</li> <li>• Be fully present (Start and end on time; silence electronics, avoid digital distractions)</li> <li>• What's learned here, leaves here</li> <li>• Support one another's learning</li> <li>• Honor all voices; invite different perspectives</li> <li>• <b>Disagree at the table; agree in the hallway</b></li> <li>• Focus on concrete outcomes</li> </ul>	<i>How will we ensure that we are presenting our best selves individually and collectively as a GB?</i>  <i>Establish SMART benchmarks</i> <i>Trust &amp; Accountability</i> <i>Inclusion of voices, access, language support</i> <i>Psychological safety</i>
5 min	Review Meeting Structure <ul style="list-style-type: none"> <li>• Approve Minutes from the previous GB meeting</li> <li>• Reports:               <ul style="list-style-type: none"> <li>o Head of School Report</li> <li>o School Parent Council Report</li> <li>o Student Council Report</li> <li>o Community Partners' Reports</li> </ul> </li> <li>• New Business</li> <li>• Action Items for Next meeting:</li> </ul>	

10 min	Introduce Governance Board By-Laws & Schedule Election for Board Chair, Identify Student Representative	<i>How will we fill remaining seats so that we have a full membership on the GB?</i> Will ask senior class advisor for recommendation for student reps
20 min	Head of School's Report	<i>What are we proud of? What should we focus on as a GB?</i>
10 min	SPC Report	Representation of parents, teachers, Given the size of the school, parents and teachers should be equal; more equity; Fall festival coming up; olive branching between the SPC and teachers and staff; published policy around bullying and conflict; inappropriate relationships between teachers and students; concerning situations; do not trust that it will be followed up. Trust has been broken; reporting system; "Student Rights" and "Parent Rights"
5 min	Action Items & Next Meeting Agenda Items	Action Items Community Reps Student Rep  Agenda Items Bylaws QSP  Master Schedule Length of School Day 2nd grade (move back to lower campus) Innovation Plan (Up for renewal?) MASS CORE COVID Protocols Air Quality levels (dashboard) Deescalation Training ( Positive Feedback for students Cultural Training





## Action Items

## Next Meeting Agenda Items