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**MINUTES OF THE MEETING  
OF THE SOUTH BEND EMPOWERMENT ZONE  
BOARD OF DIRECTORS  
12/13/22**

**MINUTES**

- Meeting Time Start: 6:05
- Meeting Called to Order: Sam Centellas, Board Chair

**LOCATION**

- SBCSC Boardroom

**QUORUM**

- Attendees:
  - Sam Centellas
  - Ryan Matthys
  - Stepanie Ball
  - Duane Wilson
  - Rosa Hiestand
  - Ashley Northern
  - Leslie Wesley
  - Jeff Rea
  
- Quorum Established (Y/N): Yes

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**AGENDA ITEMS**

**I. Approve Agenda**

- A. A motion was made, seconded, and carried unanimously to approve.

**II. Approve Board Meeting Minutes, November 8, 2022**

- A. A motion was made, seconded, and carried unanimously to approve.

**III. President's Report**

- A. It was insightful to see an established Zone (nine years old).
- B. The Zone was a campus with four distinct schools in one building, which were small and thematically focused.
- C. When it started, that Zone had a very intentional relationship with the city and district schools
- D. Their model emphasizes leadership in the building

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## IV. Committee Reports

### A. Focus: Q1 Survey Results

1. Dr. Erin Lemrow presented the report
2. Ryan Matthys: Is there a way of knowing the levels of parental involvement? Does it dissipate as kids get older?
  - a) Dr. Lemrow responded to this question: Harrison had a family engagement night where we asked if this was their first meeting and did they plan to attend more. We can also ask this at all schools for additional information.
3. Stephanie Ball: How is the staff data crosswalked with professional development?
  - a) Dr. Lemrow responded to this question: All of the professional developments we have planned are informed by what staff identified as priorities; the top two priorities are behavior and lesson planning.
4. Duane Wilson: What was the response rate for staff?
  - a) Dr. Lemrow responded to this question: 78%-90%

### B. Focus: Teaching and Learning:

1. Roxana Zapata presented the report
2. Sam Centellas: One focus has always been on how the Zone differentiates teaching, so I'm glad we're now able to differentiate professional development.
3. Rosa Hiestand: When the kids have early release, did we say we would do an after school program?
  - a) Dr. Lewis responded to this question: Going into the school year, we had the Boys & Girls Club in two buildings, and the goal is for them to be in all five. Staff had multiple contingency plans in place. We're also looking to expand the programs; there might be a waitlist. For example sports, which you will hear more about in this meeting.
4. Stephanie Ball: For the first early release, the four topics were chosen because staff identified their needs. The first piques (behavior and classroom management) my interest. What are some of the results that the staff intend to see from professional development in this area?
  - a) Roxana Zapata responded to this question:
    - (1) It was an awareness and knowledge focus. Specifically, what happens before and after the behavior. What we want to see in the classroom is that teachers can prevent

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behaviors versus having to react to them. We should see the results in the data outcomes.

- (2) In the exit tickets, we ask teachers about their takeaways; e.g., what can they implement tomorrow, what do they still need support with? These will also help inform next sessions
5. Stephanie Ball: As a board, what results are we going to see from professional development?
  - a) Dr. Lewis responded to this question:
    - (1) Part of the reason we do quarterly surveys is to look at improvement in responses. For example, students say they feel less smart at the end of Q1, and we hope the number changes in Q2 and Q3. There are other things we look at, including discipline referrals and attendance.
    - (2) After the first professional development session on 12/1, I attended a school's department meeting. The teachers were talking about what they learned at the Foundations, and they were showing examples of what they were doing three school days later. The Teaching & Learning team and administrators do walk throughs (and administration does evaluations) so they can also see what changes have occurred.
  - b) Dr. Lemrow also responded to this question: We are also recording data and takeaways from teachers' exit tickets to help focus sessions.

C. Focus: Student Attendance and Discipline:

1. Viressa Davis shared the report
2. Sam Centrellas: How many days in Q1 versus Q2?
  - a) Viressa Davis responded to this question: The total days in the quarters are similar, but the Q2 number is to-date.
  - b) Dr. Lewis also responded to this question: We haven't had any weapons, vape, marijuana, or pornography in any of the buildings since the Q2 reset. Typically when a principal believes a student should be expelled, they send an application to me. I used to get multiple applications per week in Q1. I have not received any applications in Q2.

D. Focus: Elementary Sports:

1. Amber Davidson and Yanic McDowell shared the report



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2. Leslie Wesley: I'm excited about elementary athletics. Growing up in South Bend, it was so great to have athletics on the weekend. And it's not just about playing sports, it's also about leadership skills, classroom behavior, etc.
3. Ryan Matthys: As a parent, we all see there are a lot of kids who have the ability to play on travel teams, and a lot who don't. A lot of kids can benefit from the experience in school because they might not otherwise get it.
4. Dr. Lewis: I was disappointed that when I arrived there were no elementary school sports. It's also useful for students to have to maintain grades to participate in extracurricular activities. We have to meet students where they are, they have different motivations, and we need to use all of them.
5. Sam Centrellas: I went to the Dick's Sporting Goods presentation. Athletics can also generate school pride. This is great work by the school partnerships and student experience team. We should have more opportunities to have parents in the building for athletics (not just for academics, etc.). We have these great facilities.

#### E. Finance Committee:

1. Ronda Ross shared the report
  - a) Statement of Financial Activity Summary
  - b) YTD Budget vs. Expenditure
2. Ryan Mattyhs: We acknowledge that like a lot of corporations and education entities around the country, we received a lot of money from the CARES Act. As we continue, this doesn't necessarily reflect on future funding when CARES and similar government funding runs out
3. Ronda Ross: We are working on a dashboard for January that shows all our funding as a 501(c)(3). The grant season was October to November, which was during the departure transition of the prior CFO. We are working through reconciliation and can report in January.
4. A motion was made, seconded, and carried unanimously to approve the finance report.

#### F. Governance Committee

1. Nomination of Sonya Watkins to the board
  - a) Dr. Lewis: At the beginning of the year, we identified gaps in our board membership and used Empower to help us find candidates. Sonya Watkins' resume and bio is in front of you. She has a long history in South Bend, experience working with

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students, career access, and other areas. Currently, she is an Associate Director at Notre Dame.

b) Sonya Watkins:

- (1) I'm a life-long South Bend-er, I grew up in South Bend schools and have worked in our community my entire life.
- (2) I've worked with youth for about 30 years, including in childcare, mental health, sports, foster care, and am currently preparing you for college.
- (3) I hope to bring to the board that experience of working with youth, families, principals, teachers and coaches.
- (4) My community leadership roles include Momma's Against Violence, my church, and volunteering with SBCSC, mentoring, coaching and child literacy.

c) Sam Centellas: We had a great conversation, and I love when a candidate interviews you as much as you interview them. Sonya asked good questions about our work as a board, the time commitments, etc.

2. A motion was made to induct Sonya Watkins into the Board, seconded and carried unanimously to approve.

## V. ZONE CHIEF UPDATES

- A. Dr. Lewis shared the personnel report of onboardings and separations
- B. Dr. Lewis: We are not necessarily adding new positions, we are filling holes.

## VI. PUBLIC COMMENT:

- A. None

## VII. ADJOURNMENT

- A motion was made, seconded, and carried unanimously to approve.
- Meeting was adjourned at 7:26

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