



**MINUTES OF THE MEETING  
OF THE SOUTH BEND EMPOWERMENT ZONE  
BOARD OF DIRECTORS  
11/8/22**

**MINUTES**

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

**LOCATION**

- SBCSC Boardroom

**QUORUM**

- Attendees:
  - Sam Centellas
  - Stephanie Ball
  - Ryan Matthys
  - Rosa Hiestand
  - Duane Wilson
  - Ashley Northern (online)
  - Lesley Wesley (online)
- Quorum Established (Y/N): Yes

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**AGENDA ITEMS**

**I. Approve Agenda**

- A. Motion: Ryan Matthys moved for the adoption of the agenda
- B. Second: Rosa Heistand seconded the motion
- C. Discussion: none
- D. Outcome: Agenda approved

**II. Approve Board Meeting Minutes, October 21, 2022**

- A. Motion: Stephanie Ball moved to approve minutes
- B. Second: Ryan seconded the motion
- C. Discussion: none
- D. Outcome: Minutes approved

**III. President's Report**

- A. Hosted people from IDOE and other board members had the opportunity to join for lunch. Thank you to the staff for making it happen.



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- B. Program reflection: Great to see different programs, as well as spend time with principals at town halls
- C. Engagement happening in the Zone
- D. Welcome to Duane Wilson and thank you to entire board for their dedication and participation in the board retreat

#### IV. Committee Reports

##### A. Academic Report, Viressa Davis, Executive Director

###### 1. Tutoring Plan

- a) A summary of the tutoring plan was given by Ms. Davis (see report for details)
- b) Stephanie Ball: Should students who are doing better not receive the tutoring in person, in favor of students at other levels?
- c) Dr. Lewis and Ms. Zapata responded to this question based on:
  - (1) Education rationale
  - (2) The process of interventions in school intervention time
  - (3) The pathway from elementary through high schools
  - (4) The Zone's participation in the statewide tutoring grant program.
- d) Rosa Hiestand: Who does the recommendation for tutoring? Is it the teacher, or is it the program? (Dr. Lewis responded to this question, it is based on student data.)
- e) Rosa Hiestand: IVY Tech has 24-hour online tutoring. We should ensure students and parents know it is available.

###### 2. Attendance Plan, Viressa Davis, Executive Director

- a) A summary of the attendance plan was given by Ms. Davis (see report for details)
- b) Stephanie Ball: Looking at the data in the notes on slide 7, what data is reported in "general absences"? (Ms. Davis answered this question)
- c) Stephanie Ball: Regarding buses picking up students—all of our supports and programs that rely on transportation are an inefficient use of resources because of so many absences.
- d) Dr. Lewis responded to this question: Currently, we don't have the bandwidth for "by student" attendance monitoring

##### B. Finance Committee, Ronda Ross, Executive Director

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1. A presentation on the 501(c)3 portion of the Zone's budget was given by Ms. Ross
2. The Zone will provide the board the status of all grants
3. Dashboard that presents all of our monies, including discretionary funds, is live
4. Ryan Matthys: What are we doing to streamline our financial processes with SBCSC? (Ms. Ross answered the question, citing the dashboard)
5. Ryan Matthys: Are there some grants that we can apply for specifically for the Zone? (Dr. Lewis answered this question with Ryan Yazel's in-progress grant, mental health and wrap around services grant, and SIG--we do not qualify)
6. Ryan Matthys: Have we looked for any people that can help us with grant writing if we don't have the capacity? (Mrs. Ball said she knew someone and would share)
7. Motion to accept the finance report:
  - Motion: Ryan Matthys moved to accept the finance report
  - Second: Duane Wilson seconded the motion
  - Discussion: none
  - Outcome: Motion accepted

#### C. Governance Committee

1. Bylaws: Policy for public comment, as amended at board retreat
  - Motion: Duane Wilson
  - Second: Rosa Hiestand seconded the motion
  - Discussion: Stephanie Ball noted need for a language correction
  - Outcome: Motion approved unanimously

#### V. **ZONE CHIEF UPDATES**, Dr. Davion R. Lewis

##### A. Recognitions

1. The Board recognized National Native American, Literacy, and Veterans and the Military month
2. The Board recognized School Psychologists week and recognized Lisa Ward
3. The Board recognized the upcoming Support Staff week
4. The Board recognized the upcoming Substitute Teacher Appreciation day and Doris Reed, finalist for Substitute of the year for the state of Indiana

##### B. Personnel (see report for details)

1. Onboarding
2. Separations

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**VI. PUBLIC COMMENT:**

- There was no public comment

**VII. ADJOURNMENT**

- Motion: Rosa Hiestand moved to adjourn the meeting
- Second: Ryan Matthys seconded the motion
- Discussion: none
- Outcome: Meeting was adjourned at 7:35 pm

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