

Board Meeting Meeting Minutes
April 22, 2025
New Annex @ Belmont Campus: 3254 N. Kilbourn Ave.

Agenda

1. Public Comment – Jim Frank
2. Building Tour + Review of Plans – Tim Ligue
3. Downtown Leadership Update – Melissa Zaikos
4. Retreat Follow-Up – Melissa Zaikos
5. Budget + Financial Modeling – Katie Jacobs
6. Enrollment, Parent Ambassador and Advocacy Update – Lucy Weatherly
7. Use of Tech/AI – Ami Gandhi
8. Open Items – Jim Frank

Attendance

BOD members in attendance: Jim Frank, Justin Manly, Laura Jozwiak, Nancy Jimenez, Jim Palos, David Epstein
BOD members absent: Harriet Meyer, Greg Jones, Josh Tolman
Staff in attendance: Melissa Zaikos, Ami Gandhi, Barry Rodgers, Ryan Everett, Lucy Weatherly, Daena Adams, Tim Ligue, Katie Jacobs, Michelle Trojan

I. Opening + Public Comment - Led by Jim Frank

Meeting was called to order by Jim Frank. Began at 7:37 am. No guests or public comments.

II. Building Tour + Review of Plans for New Annex at Belmont Campus - Led by Tim Ligue + Michelle Trojan

Michelle Trojan outlined staff wishes – smaller classes that enhance current programming. PE classes and gym so students can work out. Dance team will have space to practice after school. Full science lab. Black box theater – less need to rent theater space in Edgewater. Staff lounge, staff bathrooms. Parent meeting space, too, with 12-14 parking spaces. A little bit of outdoor space – runs the length of the building, 20 feet wide, for classroom space, additional staff lounge and more gym space.

Timeline = six months once we start renovations. Waiting for final (of 8) permit to begin construction. Looking at January 2026 for staff.

III. Downtown Leadership Update - Led By Melissa Zaikos

Hired Rose Traubert as the new principal of Downtown Campus. She's excited to put in the hours and work in, and to keep the momentum going Downtown.

Ben Davis will join as her – Senior Campus Director. Ben comes from Collegiate Academies in New Orleans and a staff role at Teach For America. Has led two schools.

Barry Rodgers thanked the board for his time with Intrinsic.

IV. Retreat Follow-Up (Messaging)

We reviewed some internal core messages that the senior leadership team drafted following the February 2025 retreat.

- Jim Frank: Likes the top line, “Empowering every student ...” Melissa says this is who we are and who we aspire to be.
- Harriet: The fact that we’re solid and people want to come to us and that we have wait lists ... all of these things are important for people to know. The customer knows best. Let’s also explain our attrition rate – if they leave, where are they going? This is a story worth telling.
- Jim Palos: Needs to include our aspirations. To be a place for kids with aspirations, and families who support this.
- Laura: If you want to succeed, this is the school where you need to be.
- Justin Manly: Consider adding something that connects to longer-term impact, service, contribution to society, net positive. Lots of ways to say this, but worth finding a way to add.

The group had a discussion of how we’ll use these messages and what impact, outcomes they’ll have with prospective students and families, and how it differs for each campus.

V. Budget Actuals + Financial Modeling - Led by Katie Jacobs

Pacing as it should be at the halfway mark.

Key revenue highlights: Enrollment trending strong. Public funding and scholarships on track, too. Treasury bills brought in some investment revenue, too.

Justin Manly: Ladder of treasury bills that has served us well. Looking ahead to per-student revenue we are being a little conservative in our projections. Overall, our model looks good.

Tim Ligue: We are using new CPS contract to model out Intrinsic’s budget now. Jim Frank, Justin Manly, Katie Jacobs and Tim Ligue working on this as finance committee.

VI. Enrollment, Advocacy Update - Led by Lucy Weatherly

Belmont Campus = 62 acceptances for 7th grade as of April 2025. We are aiming for 90. We will continue with summer fairs and family outreach to a) fill our incoming 7th grade class and b) decrease enrollment in 7th grade and boost enrollment in 9th grade. We have to use GoCPS for Belmont 9th graders.

Downtown Campus = 1,000 applications. Up 20% over this time last year.

338 acceptances as of April 2025. Goal = 270 total. Expect some attrition. 15-20 kids on the waitlist.

Recruitment will continue throughout the summer.

Parent Ambassador is going well. We meet with 13 parents each month to train them on core programs at Intrinsic so they can be prepared to answer all things Intrinsic. Melissa Zaikos comes to every meeting. We wrap up our first year in July and will reflect on strengths and opportunities of the program.

Intrinsic attended Lobby Day this year with the Illinois Network of Charter Schools (INCS).

VII. Tech/AI – Ami Gandhi

We started with Kahn Academy only; now up to 35+ edtech programs. We do twice/year analysis on what we're using and why. We're also measuring the impact of each program AND starting to learn impact of these programs collectively over time.

David asked whether our use of these programs is a differentiator for Intrinsic? Answer: We're working to codify this now.

The group discussed expectations of AI/EdTech tools, and how these are important to Intrinsic. Ami shared that one of the biggest early activities is introducing AI options to teachers and making sure they aren't afraid of it. Also, what buckets of work and components of Intrinsic programs is AI helping to improve.

VIII. Open Items

Tim Ligue: We're giving Jim Frank and Justin Manly proxy to vote to open a new bank account for scholarship funds/spending. David Epstein motioned to approve. Jim Palson seconded. Unanimous approval.

Tim Ligue: Proposal to have Jim Frank be the proxy for the Board to approve contract with Bulley and Andrews for the renovation of the Belmont Annex.

Meeting adjourned at 9:36am.