

Board Meeting Meeting Minutes
September 16, 2025
230 West Monroe

Agenda

1. Public Comment – Jim Frank
2. Start of School Updates - Michelle Trojan, Rose Traubert
3. Enrollment - Lucy Weatherly
4. Belmont Renewal – Chrissy Hart
5. Governance Update – Jim Palos
6. AI Report - Barry Rodgers
7. Open Items – Jim Frank

Attendance

BOD members in attendance: David Epstein, Jim Frank, Nancy Jimenez, Greg Jones, Justin Manly, Jim Palos, Josh Tolman

BOD members absent: Laura Jozwiak, Harriet Meyer

Staff in attendance: Melissa Zaikos, Ami Gandhi, Lucy Weatherly, Daena Adams, Tim Ligue, Michelle Trojan, Rose Traubert, Chrissy Hart

I. Opening + Public Comment - Led by Jim Frank

The meeting was called to order by Jim Frank at 7:36 am. No guests or public comments.

II. Start of School Updates - Michelle Trojan, Rose Traubert

Michelle Trojan spoke about the 20th day count at Belmont - 986, six students over our budgeted number. Excited to have new bleachers to host whole grade town halls. Board member David Epstein, asked how often students get grades. Students have the opportunity to receive grades on a weekly basis, with bi-weekly grade reports sent to families in progress reports and grades updated daily.

Epstein asked about phone policy - we see it, we take it, they can carry it, but not use it.

Principal Traubert shared that they are following the same strong start plan at Downtown as they are at Belmont. Leaders are in classrooms daily looking for classroom non-negotiables. After the first 6 weeks of school, observations will focus on student engagement, and leaders will support teachers in a more individualized manner.

III. Enrollment - Led by Lucy Weatherly

Lucy Weatherly provided updates, seeing more reps from a larger pool of high schools at 8th-grade fairs, everything from selective enrollment to neighborhood to charter schools. Reps have increased their school marketing material and presence. Competition has stepped up. Board Chair Frank asked about increasing recruitment for the larger Belmont freshmen class as our middle school decreases. Lucy responded that we have an increased number of fairs and school presentations for schools north of Division Street.

IV. Belmont Renewal - Led by Chrissy Hart

We had our first official renewal visit - a facility walkthrough on August 9th. School visits for observation on school academics and programming started on September 9th and we have a couple more before the end of the year, with a couple potentially scheduled in October. Our narrative application is due on September 30th and we plan to submit at least 5 days early. Board member Epstein asked how many charter schools are up for renewal. Chrissy Hart mentioned that we have a smaller cohort of 7 CMOs and expect the renewal to be in 2-4 years in length. November 5th is our community state of the schools meeting.

V. Governance Update - Led by Jim Palos

Jim Frank asked the board to consider looking at his succession plan as Board Chair. Jim has served as Board Chair for twelve years, and believes in terms of good governance that we think about succession planning. The governance committee agreed to meet with each board member individually to get their feedback on our current meeting times and effectiveness, succession planning and committees. Board member Epstein added that we should discuss board size and officers. Jim Palos mentioned that he likes the Board size at 9, but is open to the discussion.

VI. AI Report - Led by Barry Rodgers

Barry spent the past few months researching the use and impact of AI in the K-12 educational space. Board member Jim Frank mentioned nominating AI Champions and staff Focus Groups, making it a part of weekly and monthly meetings. Board member Epstein inquired about having a position dedicated to AI. Jim Frank asked us to look into Alpha School that uses AI and coaches to run schools across the country. Board member Tolman asked how much we are incorporating AI into our everyday work and challenged the team to try at least one new thing a week with an AI tool. The board encouraged Intrinsic to be on the leading edge of integrating AI into the school and assigned CEO Zaikos to create an AI strategic plan to be completed over the course of the school year in partnership with the board academic committee.

VII. 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 Palos 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. David Epstein motioned to approve. Jim Palos seconded. Unanimous approval.

Meeting adjourned at 9:36am.