

Board Meeting Minutes
October 28, 2025
230 West Monroe

Agenda

1. Public Comment – Jim Frank
2. End-of-Year Academic Data – Michelle Trojan, Rose Traubert
3. Enrollment and Recruitment – Lucy Weatherly
4. Belmont Renewal – Michelle Trojan
5. Committee Updates – Jim Palos, David Epstein, Tim Ligue, Ami Gandhi
6. Finance - Katie Jacobs
7. Open Items – Jim Frank

Attendance

BOD members in attendance: Jim Frank, Jim Palos, Nancy Jimenez, Greg Jones, Josh Tolman, Laura Jozwiak

BOD members by phone: Justin Manly, Harriet Meyer

BOD members absent: David Epstein

Staff in attendance: Melissa Zaikos, Ami Gandhi, Lucy Weatherly, Tim Ligue, Katie Jacobs, Michelle Trojan, Rose Traubert, Chrissy Hart, Ryan Everett

I. Opening + Public Comment - Led by Jim Frank

The meeting was called to order by Board Chair Jim Frank. Began at 7:32 am. No guests or public comments. Meeting minutes approved for September 2025.

II. End-of-Year Academic Data – Michelle Trojan, Rose Traubert

Michelle Trojan (Belmont Campus) reported that chronic student absenteeism was down to 24% for the high school and was proud of the efforts staff were undertaking to improve that number. High school grades are currently the greatest concern. Data review revealed two areas of opportunity: stronger alignment between quizzes and final tests and, thus, curriculum alignment, and leveraging the pod structure for effective reteaching.

Rose Traubert (Downtown Campus) reported an overall attendance success of 95%, though chronic absenteeism was at 27%. The Downtown campus is using a platform called "Rang" to reward student attendance. The primary concern for the 1st quarter was grades, with math classes having the lowest average GPA. Leadership is working with teachers on delivering reteach plans that are well-aligned and following up with students on missing assignments.

Jim Frank asked if there were any trends by teachers or advisories. Rose Traubert highlighted advisory data as a positive, with one para's strong performance leading to observation for best practices. Josh

Tolman asked how grades compare to the previous year; Downtown's grades are slightly improved, but overall, the results are consistent with the previous year.

III. Enrollment and Recruitment – Lucy Weatherly

Lucy Weatherly reported that the enrollment team is actively engaged in the high school fair season, having attended 20% more fairs than the previous year and showing greater intentionality in collecting leads, resulting in 34% more contact information. Each campus has held an open house, with the GoCPS application period closing on November 14. Belmont campus enrollment requires more strategic focus compared to Downtown, which has a longer enrollment runway. The team is on track for transfers, planning to accept mid-semester 9th-graders and 10th-12th graders at the semester.

Jim Frank asked about the geographic boundaries for Belmont recruitment. Lucy Weatherly noted a wider geographical net being cast for Belmont, with more interest in that campus and a new partnership possibility with Peterson, which is further north.

Lucy Weatherly noted the reputations of both campuses continue to grow, and improved communication regarding the GoCPS process has helped families. The student ambassador program remains a strong recruitment asset, impressing the team with their work and receiving swag and community-building opportunities like Fright Fest as recognition. Jim Palos commented that he is proud of Intrinsic's recruitment because it focuses on personal relationships and referrals, which is more community-oriented than advertisements. Harriet Meyer echoed the work of the ambassadors and the strength of the relationship-based approach.

IV. Belmont Renewal – Michelle Trojan

Michelle Trojan summarized two recent visits: a two-day visit focusing on academics and culture/climate, and a separate Special Education visit. High-level findings from the academics and culture/climate visit noted strong, well-established support, students on task, and robust post-secondary pathways. The SPED visit, led by Haley Giannone, focused on Staffing, Compliance, Implementation, and Progress Monitoring. Staffing was found to be in a good place. Compliance showed significant improvement, being 100% on time for the last two years, with record maintenance highlighted as exemplary. Michelle Trojan expects initial feedback soon, with next steps including a supplemental discipline response, a Community meeting on November 15, and one additional English Learner document. Jim Frank praised Greg Jones and Nancy Jimenez for their board interview performance, particularly their ability to answer academic questions and speak to parent involvement. Jim Frank asked about advocacy efforts, and Melissa Zaikos shared that the data team is geo-coding students to share with board members and aldermen, data on family demand, student performance and scholarship dollars in their districts, and inviting them to visit the school.

V. Committee Updates – Jim Palos, Laura Jozwiak, Tim Ligue, Ami Gandhi

Governance: Jim Palos shared that the committee had met twice since the last board meeting. Their recommendations included for Jim to remain as chair and having the committee to begin creating a succession plan. They also discussed establishing a vice chair for backup support, ensuring every committee has an identified chair, and focusing only on work that is valuable to the schools.

Compliance: Laura Jozwiak shared that the committee is creating a calendar where all compliance results are consolidated and due dates are aligned with necessary board action or approval. Board training statuses for each board member will be shared.

Post-secondary: Tim Ligue shared that the current focus is on developing plans for students who choose not to attend college and increasing board exposure to the paths and programs that exist as an alternative to college.

Academic: Ami Ghandi updated the board on Intrinsic's approach to AI, including a three-year plan to create a classroom vision. A cross-campus project is underway to implement student engagement in advisory using a design thinking process, with phases for ideation (Nov-Feb) and implementation (Feb-May). Furthermore, the Data team is working with instructional teams to leverage AI for more specific and strategic use of instructional data.

VI. Finance - Katie Jacobs

The financial report, presented by Katie Jacobs, showed a strong position with total assets at \$95 million, up \$18 million largely due to the Annex. Key updates included a change to reclassify \$14 million in philanthropy donations into long-term liabilities from net assets, and confirmation of strong cash on hand for 262 days. The required Single Audit, covering \$2.6 million in federal funds, returned a clean, unaudited report with no findings. Despite deadline extensions from ISBE and CPS due to the government shutdown, the goal remains to issue the report by November 3rd for the charter renewal, along with a supplemental report.

Proposal for Jim Frank and Justin Manly to approve the final report. Laura Jozwiak motioned to approve. Jim Palos seconded. Unanimous approval.

VII. Open Items – Jim Frank

Proposal to formally name Tim Ligue as superintendent in order to grant him access to specific systems in ISBE. Jim Frank motioned to approve. Greg Jones seconded. Unanimous approval.

Meeting adjourned at 9:17 am.

JF moves Greg: seconded