

New City School Inc.  
Board Meeting September 10, 2013  
New City School

Present: Linda Crawford, Gary Crawford, Vince Esades, Sharon Greaves, Lindsey Lynch, Ven Anderson, Karla Bisco

Also Present: Jitendrapal Kundan, ex-officio member of Board; Jackie Paradis from School Management Services;

Absent: none

Meeting convened at 5:05 pm.

### **Minutes**

The minutes from the meeting on April 9, 2013 were approved. Vince Esades moved approval; Gary Crawford seconded; unanimous

### **Principal Evaluation**

All Board members participated in responding to the review questionnaire. Linda Crawford met with Principal Kundan to review the questionnaires and discuss any issues that had arisen. Because a question had arisen about Board members needing to know more about the daily operations of the school to fulfill their responsibilities, the Board reviewed a document entitled: "Ways to Learn More about New City School," (attached) which listed events that provided opportunities to talk with students, teachers, and families, the annual family survey (which 84% of families responded to last year), Authorizer annual reports on their interviews with students, staff, and parents, and the standing invitation to visit the school, especially best to do on Wednesdays because that is the day prospective families visit.

### **Financials**

**Financial Report for 2012-2013** (An audit is currently in review and will be reported at the next Board meeting, October 19, 2013.)

Revenues:	\$1,332,095
Expenses:	1,279,771
Fund Balance	
Increase:	\$ 52,324

**Budget for 2013-2014** Based on 160 students (ADM's)

Revenues:	\$1,571,616
Expenses:	1,636,347
Fund Balance	
Decrease:	\$ (64,731)

Note: There is a difference between the conservative number of students on which the budget is based (160 ADM's) and the actual number of students currently enrolled (186 ADM's). At that level, a fund balance increase for the year is likely.

Budget for 2013-2014 was approved: Motion by Gary Crawford; seconded by Vince Esades; unanimous.

**Enrollment**

Current enrollment is 188 ADM's. The maximum enrollment possible in our current space would be 200, but openings are only in a limited number of grade levels—Kg, 4<sup>th</sup>, 5<sup>th</sup>, and 8<sup>th</sup> grades (most classrooms are full).

**Checks written 4/9/13 – 9/10/13**

Total amount of checks written during that time period was \$369,122.31. Checks written were discussed and approved. Lindsey Lynch moved approval; Ven Anderson seconded; unanimously approved.

**Journal Entries 4/9/13-9/10/13**

Journal entries totaling \$669,438.73 were reviewed. Karla Bisco moved approval; Sharon Greaves seconded; unanimous approval.

The Board discussed its responsibilities for oversight and reiterated that our financial responsibility lies in the work we do to oversee the management of finances at New City School.

**Review of New City School Mission/Vision**

The Mission and Vision statements were read and discussed by the Board. School staff on the Board and the parent representative gave examples demonstrating that students are learning and growing in the ways originally intended for New City School students. The Board spent the bulk of this part of the meeting discussing the challenges in keeping the school population diverse, as per the mission: “New City School will create a *learning community that is diverse, knowledgeable, thinking, and caring, and will serve as a demonstration site for best practices in the integration of social and academic learning.*” (emphasis added) We discussed various strategies for attracting diverse families to New City, and committed ourselves to increasing our efforts. For example, we know that a more diverse staff will help attract diverse families, and we will continue to seek cultural variety in every hire that we make.

**Standardized MCA state test results for 2012-2013 school year**

In the math test, given to 3<sup>rd</sup> through 8<sup>th</sup> grades, NCS scored at 67.1%, compared to the state average of 60.2% (and compared to last year's NCS average of 60.6%).

In the reading test, also given to 3<sup>rd</sup> through 8<sup>th</sup> grades, NCS scored at 69.5%, compared to the state average of 57.6% (and compared to last year's NCS average of 80.3%--the reading test this year is new).

In science tests for 5<sup>th</sup> through 8<sup>th</sup> grades, NCS students scored at 66.7% compared to the state average of 52.4%

Since the beginning of New City School, we have used the Iowa Test of Basic Skills for our nationally-norm-referenced test (required by state law) as well as the state MCA's. This year we will be using *both* the IOWA test and the AIMS norm-referenced tests (in addition to the MCA's) as we transition to using only the AIMS (in addition to the MCA's) for our fall testing next year and thereafter.

**NCS Annual Report** for the 2012-2013 school year is in process. We will meet the deadline of Oct 1, 2013.

**Contracts already approved for this school year:**

ISES

OT , Speech

School Management Services

Wilder Research

MacPhail

Alliance Francaise

Authorizer-NEO

Realtor (Jaclyn)

America Reads

ESNS

CKC

IIIParty/Barb Erwald (A Chance to Grow)

MACS

CSP

**Staffing for this year**

Jeremy Nellis - Kg

Blair Jedinak - Kg

Kirsten Holmquist 1<sup>st</sup> and 2<sup>nd</sup>

Kalli Novak 1<sup>st</sup> and 2<sup>nd</sup>

Marcy Myers 3rd

Melissa Johnson 4<sup>th</sup> and 5<sup>th</sup>

Lauren Davidson 6-8 Science

Blake Regnier 6-8 Science

Gia Gifford K-8 Art

Kate Merry K-8 Special Education

Pam Timm K-8 Title 1 and District Assessment Coordinator

Otis Jackson Lunchroom Manager

Frank Riser Building Custodian

Brianna Hable Building Paraprofessional and Special Ed. paraprofessional

Anne Bartow Building sub and grade 1 & 2 support

Mary Spohr Staff Development

Kim Bell Office Administrator

Josh Gottlieb Building Paraprofessional

The above staff were approved (Vince Esades moved approval; Gary Crawford seconded; unanimously approved)

Karla Bisco 4<sup>th</sup> and 5<sup>th</sup> (Sharon Greaves moved approval; Lindsey Lynch seconded; unanimously approved)

Ven Anderson 6-8 Math and Math Intervention (Sharon Greaves moved approval; Vince Esades seconded; unanimously approved)

Principal Jitendrapal Kundan (Vince Esades moved approval; Gary Crawford seconded; unanimously approved)

### **School Growth**

New City School can currently accept only a few more students, and those at only Kg, 4<sup>th</sup>, 5<sup>th</sup>, and 8<sup>th</sup> grades because of the space limitations of our building. We are currently waiting to hear from our church landlord whether they will agree:

- To pay half the costs for a double-wide temporary classroom to be located on the school grounds for this year and next.
- To begin a building project for permanent additional space

### **Donations to New City School (4/19/13 to 9/10/13)**

\$500.	Tina and Andrew Girdwood
\$100.	Carrie Graspy
\$188.16	Olson Family
\$150,000.	Prospect Creek Foundation
\$420.	New City Circle
\$2277.11	New City Circle
\$10,000.	Smikis Foundation
\$161.28	Olson family

Ven Anderson moved approval of the above donations; Vince Esades seconded; unanimously approved. The Board expressed gratitude to all our donors. Their generosity helped make this year of growth possible.

### **Board Meeting Schedule**

October 29, 2013 (at this meeting the 2013 audit will be presented to the Board)

January 14, 2014

April 8, 2014

Lindsey Lynch moved approval of the Board Meeting calendar for this school year; Ven Anderson seconded; unanimously approved.

### **Adjournment**

Motion to adjourn was made by Lindsey Lynch, seconded by Vince Esades, and unanimously approved. Adjournment at 7:55 p.m.

Respectfully submitted,

Linda Crawford