

New City School Inc.
Board Meeting January 13, 2015
New City School

Present: Linda Crawford, Gary Crawford, Vince Esades, Marcy Myers, Barbara Glaser

Absent: Melissa Johnson

Also Present: Jitendrapal Kundan, Director, New City School and ex-officio member of Board; Jackie Paradis, School Management Services; Todd Bartholomay, Principal, New City School Meeting convened at 5:00 pm.

Agenda

The agenda was reviewed. Marcy Myers moved approval of the agenda; Barbara Glaser seconded; unanimously approved.

Minutes from previous meeting

The minutes from the meeting on December 9, 2014 were approved. Vince Esades moved approval; Marcy Myers seconded; Minutes unanimously approved as written.

Finances

Revised Budget for current fiscal year:

Budgeted ADM: 210 (current enrollment)	
Income:	\$2,157,247.
Expenses	2,246,272.
Change in Fund Balance	(89,025.)

Discussion:

Expenses include approximately \$92,000 to improve our current site, and pay rental and for furnishings and equipment to establish our second site at the Grace Center, approximately the cost of our projected deficit for the year. The use of some of our Fund Balance to cover the additional costs incurred necessary to the expansion of our school was approved last year by the Board. Our Fund Balance still remains over 20% of our annual expenditures, a higher fund balance than we are required to maintain, but advisable because we will be continuing to incur extra expenses in connection with our school expansion, and the healthy fund balance will protect our financial security during the period of the expansion between the time we incur building and furnishing costs and the time we have increased student enrollment to capacity.

Motion to approved the revised budget was made by Vince Esades; seconded by Barbara Glaser; Unanimous approval.

Check register 10/28/14-1/13/15:

Board reviewed checks written and asked questions about some of them.

A motion to approve the check register was made by Barbara Glaser, seconded by Marcy Myers, and unanimously approved.

Journal entries 10/28/14-1/13/15

Total of entries: \$6592.75

Vince Esades moved approval of the journal entries; Gary Crawford seconded; unanimously approved.

Jackie Paradis informed the Board that the cash flow for the rest of this fiscal year looks good.

Line of credit

Even though we haven't had to tap the line of credit in the last couple of years, for security reasons we will renew it so that we have back-up resources available.

Financial Institutions, Signatories and EFT

A motion was made to approve US Bank and BMO Harris as our financial institutions, with the signatories at our banks, US Bank (our account for flow-throughs) and BMO Harris (3 accounts). Director Kundan, Board Chair, Linda Crawford, Jackie Paradis and Todd Netzke (both from School Management Services), are the signatories/EFT on these accounts.

A motion to renew these signatories was made by Vince Esades, seconded by Gary Crawford, and unanimously approved.

Section 125 Premium Only

Our plan, which was approved in a previous Board meeting, has had some changes made.

State of the School

Health care

Current health care insurance at NCS provides a maximum of \$400 per month to those who chose the coverage through the school plan, which offers health, life, dental, and disability insurance coverage. Realizing that this amount of support for health insurance may be insufficient for family coverage, the NCS Board will look at increasing health benefits when we have more funds available.

Mission and Goals/Board Training

As part of our Board training on the topic of the roles and responsibilities in Board governance, we discussed the mission and goals of New City School. Authorizer Wendy Swanson-Choi, who has just completed a day-long school review visit, reflected that what the reviewers saw was a school that lives out its mission to create a true learning community. Students and staff are aligned with the emphasis in our school on social values and good relationships. All the children she interview, even the youngest, were aware of and valued the community experience they have at NCS. Wendy also noted that the students were varied and each unique, but all seemed comfortable with themselves and mature in their understanding. "The conditions for learning at New City School are very high quality," Swanson-Choi stated. "I wish more children could have this kind of experience—a high level of independence in learning and the opportunity for teachers to truly observe their students carefully so they can better meet their needs.

District testing & Aims Web

The Iowa results were used in the first round of conferences, for this round of conferences we will use Aims Web data for grades K-8 and WCJ III data for grades 1 and 2.

Conferences

New City School again had 100% attendance at student/teacher/family conferences.

Attendance note: At 6:40 pm Marcy Myers left the Board meeting, but the meeting continued with a quorum.

Snow Days

By law we must meet a threshold of 1020 hours in this school year, and in spite of the one snow day so far this year, we are on track to do so.

Board Training

A discussion was held about the fact that the Board is responsible for employment policies and practices. To fulfill our fiduciary responsibility to see that staff members whose hire we approve are fulfilling their responsibility to provide high quality education services to our students, Board members can:

- Visit the school at events that include families and talk with students and families
- Observe classes and performances and talk with teachers
- Pay attention to staff retention and inquire into the reasons behind turnover
- Inquire into the educational levels and experience of applicants and hires
- Note the performance quality of our students as indicated by testing, displays of work, teacher and administrative reports at Board meetings
- Inquire about our graduates and their post-NCS school/work experiences

Assurances

Director Kundan will send out additional assurances now needed from Board members because of our second campus.

Contract approvals

Our annual contract with MACS was approved. The annual membership fee is \$3416, and membership provides us fee license approval for teachers, access to the MACS website, and the support of MACS lobbying efforts for charter schools at the state legislature.

Gary Crawford made a motion to approve the membership for 2015. Vince Esades seconded; unanimously approved.

Expansion Plan

Our landlord St. Cyril and Methodius Catholic Church, has told us that the parish will decide by the end of January whether to sell to New City School the building and land we need to operate an enlarged school site at our present location.

Board Training

Barbara Glaser, the most recent member of the Board, will attend a training on January 17, 2015. Thereafter she and other current Board members will continue training as part of each Board meeting, as we are currently doing.

Donations

Prospect Creek Foundation:	\$53,609.
Carl Besser & JoAnne	\$200.
Barbara and Simeon Glaser	\$360.
AT&T Allison A.	\$10.
Boxtops	\$299.80
Anonymous:	\$500.

Liability Insurance

Our liability policy must be renewed in March. We have been informed of a change that will be in the new policy: Change #14-267 regarding the non-cumulation of liability – same occurrence.

Motion to adjourn was made at 7:15 pm by Gary Crawford, seconded by Vince Esades, and unanimously approved.

Respectfully submitted,
Linda Crawford, Board Chair

Next Board meeting: April 17 A meeting is also scheduled for May 12 in case we need an additional year-end meeting. Please mark calendars.