

New City School, Inc.
Board Meeting April 12, 2016
New City School

Present: Linda Crawford, Jayne Fulkerson, Vince Esades, Gary Crawford, Melissa Johnson, Barbara Glaser. No community members present.

Also Present: Jitendrapal Kundan, Director, New City School and ex-officio member of Board; Todd Bartholomay, Principal, New City School, Jackie Paradis (through budget part of agenda).

The meeting convened at 5:00 p.m.

Minutes from Previous Meeting: A motion to approve the minutes of the Board's January 12, 2016 emergency meeting was moved by Vince Esades, seconded by Melissa Johnson and unanimously approved.

Agenda

The agenda of this meeting: Budget updates, Charter School Director Evaluation, State of School - Board Report and Director's Report, Gift/Donations/Fundraising, Partnerships, Committees and Board Meeting Calendar for SY 15/16, and an additional item in "any other business" to discuss liability to NEO, our authorizer. A motion to approve the agenda was made by Jayne Fulkerson, seconded by Vince Esades and unanimously approved.

Budget Updates

Jackie Paradis reported on NCS' budget. For 2015/16 we are a little behind in revenue collection, mostly in "other" categories, with a decrease in fees and donations. We have received 68% of our budget to date, and last year we had received 73%. The 2016/17 preliminary school budget is based on 260 students, and includes a 2% increase in state aid from the 2015 legislative session, which will go toward salary increases. Melissa Johnson moved to approve the budget and Jayne Fulkerson seconded the motion; unanimously approved.

Check register 1/12/16 - 4/12/16

Board reviewed checks written and asked for clarification of some vendors/payees and amounts. A motion to approve the check register was made by Vince Esades, seconded by Melissa Johnson and unanimously approved.

Journal entries 1/12/16 - 4/12/16

Vince Esades moved approval of the journal entries, Linda Crawford seconded. The motion was unanimously approved by the board. Our cash flow is looking good!

The Board wishes to recognize Jackie Paradis and School Management Services for their excellent work. NCS received a School Finance Reward from the Minnesota Department of Education. We are fortunate to work with Jackie!

An audit is scheduled for the first week of August.

Vince Esades moved to approve the renewal of contracted services (employee and institutional insurance), Melissa Johnson seconded the motion, unanimous approval by the board.

Gary Crawford moved to approve the continuation of employee benefits, seconded by Jayne Fulkerson, unanimously approved.

Director Evaluation

Continuing last year's successful method of Director Evaluation, Director Kundan will reflect on essential aspects of the job of school director and prepare his reflections this spring for board members to review. The Board will respond and ask questions around Mr. Jit's reflections. These responses will be reviewed at our August 2016 meeting.

Vince Esades moved to approve the continuation of Mr. Jit's external user access (recertification), seconded by Gary Crawford, unanimously approved.

State of School – Board Report

Policy Review: The Director's discretion, supported by a developmental assessment, may be used regarding admittance to NCS for children who are close to, but not at age 5 by September 1, not to exceed 5 Kindergarten students per year.

A motion to approve the Policy Review above was made by Jayne Fulkerson, seconded by Vince Esades and unanimously approved.

Board Education

Board Education - Fiduciary

Gary Crawford led a discussion of the Board's fiduciary responsibilities.

Board Education – Governance

The Board discussed 2015 MN Statute 124E.14, Conflict of Interest as it relates to Board members.

State of School – Director's Report

2016/17 calendar: teacher's calendar is August 15, 2016 – June 13, 2017. A motion to approve the 2016/17 calendar was made by Barbara Glaser, approved by Vince Esades, unanimously approved.

A motion to approve new hire Ms. Connie McTavish, who will teach math in grades 6, 7 and 8 was made by Melissa Johnson, seconded by Jayne Fulkerson, unanimously approved. The Board wishes to thank Dave Pearson for his services in the interim.

Transportation: we are relying on Minneapolis Public Schools for bussing in 2016/17.

Donations

Melissa Johnson moved to approve donations made to NCS from 1/20/16 – 4/12/16, seconded by Gary Crawford; unanimously approved.

The Board notes that some families who qualify for free and reduced lunch have yet to identify as such in order for the School to receive monies from MDE.

Update from Mission/Vision Committee

The Committee met to discuss goals and create examples for teaching staff to foster input on current practices as they relate to our mission. Teachers gave initial feedback and the Committee looks forward to receiving more.

Growth Plan

We are meeting on Taylor Street today to facilitate a tour of 8 classrooms. We have only 4 classrooms at Grace Center and need 5 classrooms next year and 8 classrooms in 2 years. Sufficient number of classrooms will not be available next year at Grace Center, so the Board needs to consider alternatives such as the Taylor Street school building.

The Board drafted a resolution authorizing Mr. Jit to negotiate and enter into an agreement with the landlord of 2511 Taylor St. NE (and to terminate the agreement with Grace Center) for rental of classroom space for up to 3 years with the option to renew, beginning 2016/17. Barbara Glaser moved to pass the resolution, Linda Crawford seconded the motion, unanimously approved.

Vince Esades moved to adjourn the meeting. Melissa Johnson seconded the motion. Unanimously approved.

The meeting was adjourned at 8:07 p.m.