

Board Meeting October 25, 2016

New City School

Present: Vince Esades, Barbara Glaser. Kalli Novak, Andy Lum, Karla Musser (?), no community members present.

Also Present: Todd Bartholomay, Principal, New City School; Jackie Paradis (through budget part of agenda); Jim Eichten, Auditor (through audit); Dan Jett, observing from NEO, our authorizer.

The meeting convened at 5:00 p.m. with introductions.

Minutes from Previous Meeting: A motion to approve the minutes of the Board's September 13, 2016 meeting was moved by Barbara Glaser, seconded by Andy Lumm and unanimously approved.

Agenda: The agenda of this meeting: Budget - presentation of Audit, budget updates, State of School - Board Report and Director's Report, Gift/Donations/Fundraising, and Partnerships. A move to approve the agenda was made by Andy Lumm, seconded by Kalli Novak and unanimously approved.

Budget

Presentation of 15-16 Audit: By Minnesota Statutes, Charter Schools are required to do an annual audit. NCS' audit was the first school audit completed by MMKR Certified Public Accountants, which means we had our documents ready and we are efficient in the audit process. Our process was smooth and positive, and there were no findings, which is atypical for charter schools. Congratulations to Jackie Paradis! Our ADM is about 260 pupils. Because NCS' trend is an increasing enrollment, it is easier to balance our budget. At June 30, 2016, the unassigned fund balance of the General Fund was 24% of fiscal 2016 expenditures. NCS' policy is to maintain a minimum of 15% of the prior fiscal year's expenditures within unassigned fund balance and a maximum of 20% of the prior fiscal year's expenditures with unassigned fund balance. Our budget is well managed - we are about \$20,000 over our estimated budget of 2.2 million - really close! A motion to approve the audit report was made by Andy Lumm, seconded by Kalli Novak and unanimously approved.

Budget NCS' budget looks good. Our budget is based on 245 ADM's and the actual number as of today is 255 ADM's. Our current year stats are tracking consistently with the previous two years.

Check register 9/13/16 - 10/25/16. The Board reviewed checks written. A motion to approve the check register was made by Andy Lumm, seconded by Vince Esades and unanimously approved.

Journal entries 9/13/16 - 10/25/16. A motion to approve the journal entries was made by Andy Lumm, seconded by Barbara Glaser and unanimously approved. It was noted that the Board's review of journal entries is an internal control, so it is not only Jackie Paradis who is keeping an eye on the entries.

Premium Only Plan (POP)

The POP allows NCS to offer dental and health insurance pre-tax to employees, lowering premiums for staff and therefore lowering the School's share of social security and medicare taxes. A motion to approve the Premium Only Plan for calendar year 2017 was made by Andy Lumm, seconded by Kalli Novak and unanimously approved.

State of School – Board Report

Public Comment

Dan Jett, an education consultant from NEO, introduced himself and spoke about aspects of the authorizer role. Charter schools are intended to be autonomous, the authorizer doesn't tell a school what to do, the Board deals the mission/vision of a school. Charter school boards must have teacher, parent and community members. The legislature sets the fee for the authorizer, based on a school's enrollment.

There is concern among some parents about the shrinking of art instruction at NCS. Are we an "arts-infused" school? We need to be intentional and transparent about our mission and vision. The Board will re-visit NCS' mission/vision statement at January meeting, how do we understand our mission in 2016? What is visual art programming for next year? [There is a parent meeting tomorrow and art instruction will be on the agenda.](#)

New Board Member

Karla Musser is a marriage and family therapist specializing in trauma who has spent many years working with children and who is passionate about justice issues. Karla is enthusiastic about the NCS community and is willing to serve on the Board. A motion to elect Karla to the Board was made by Vince Esades and seconded by Kalli Novak, unanimously approved!

Policy Review, Conflict of Interest

Vince Esades moved to adopt the current language of the Conflict of Interest Statute, Andy Lumm seconded the motion and it was unanimously approved. A review of the Statute will be on the January meeting's agenda.

State of School - Director's Report

External User A motion to authorize NCS' Director, Mr. Jit, as NCS' identified official for MDE access was made by Andy Lumm, seconded by Vince Esades and unanimously approved.

Staffing updates We wish Jodi well and continue searching for a secondary math teacher.

State of School - Principal's Report

District Testing Testing is required by NEO and is also the basis for the Wilder Foundation's school evaluation. We will continue using the Woodcock Johnson for grades K-2 and this year are using "Aspire" in grades 3 - 8. We should get the data back quickly.

Conferences Goal setting conferences for families are in process. Mr. Todd reports that families are coming prepared and seemed pleased with the conferences. We strive for 100% participation.

Portables arrived Friday and are in place, we're waiting for power, sewer service, ramps and an inspection. We hope they're student ready by November 7.

New City Circle meeting was held 2 weeks ago, about 20 - 25 parents participated.

Achievement Network (ANET) ANET is a network of about 750 schools, a non-profit that offers students and teachers the ability to see what high standards are in math and reading and help with getting to

those standards. How do we make sure we're bringing all students along? Where do we want kids to end up and how do we get them there? Our new math curriculum, Eureka, is better aligned with ANET and offers good data analysis.

ALMA Project NCS is adopting and implementing a computer portal for reporting students' progress. ALMA supports learning by giving feedback on specific standards, as opposed to the general "student is doing fine". The information ALMA provides will reflect and support the learning process and students/parents can see specific outcomes.

Gifts/Donations

A motion to accept gifts and donations to NCS of \$8,169.96 between 9/13/16 and 10/25/16 was made by Andy Lumm, seconded by Vince Esades and unanimously approved. Many thanks to our generous donors!

Our next meeting is January 17, 2017. A motion to adjourn the meeting was made by Andy Lumm, seconded by Vince Esades, unanimously approved.

The meeting was adjourned at 7:45 p.m.