

<p><b>NEW CITY SCHOOL BOARD MEETING</b> JUNE 6, 2018</p> <p><i>Call to Order/Reading School Mission</i></p>	<p><b>NCS Vision:</b> New City School is a supportive community which actively engages students to build knowledge, ask meaningful questions, design creative solutions, open their minds, care for themselves and their community, and become skilled, responsive citizens in the world.</p> <p><b>NCS Mission:</b> New City School will create a learning community that is diverse, knowledgeable, thoughtful, and caring. We will serve as a demonstration site for best practices in the integration of social and academic learning.</p>			
<p><b>Attendance</b></p>	<p>Todd, Andy, Kali, Jackie, Hans, Vince, Andrew, Karla, Tessa, Cheryl Voting Board Members: Andy, Kali, Hans, Vince, Karla, Tessa</p>			
<p><b>AGENDA ITEM (STANDING AGENDA BOLD)</b></p>	<p>PURPOSE</p>	<p>ACTION</p>	<p>WHO</p>	<p>TIME</p>
<p><u>Approve Agenda &amp; Previous Meeting Minutes</u> <b>Approve Proposed Agenda</b> <b>Approve Previous Meeting Minutes</b> from <i>April 18, 2018</i></p>	<p>Approval of Agenda Motion: Andy Second: Kalli Approved by all, Hans not present.</p> <p>Approval of previous minutes Motion: Andy Second: Vince Approved by all, but Hans</p>	<p>Approval</p>	<p>Board members</p>	<p>5</p>
<p><u>Public Comment</u></p>	<p>Board members signed forms to state that we will comply with all expectations of being a New City School Board member.</p>			
<p><u>Budget / Financials</u> <b>Review Summary Financials</b> <b>Budget Updates</b> <b>Approve Revised Budget (if applicable)</b> <b>Approve Check Register</b> <b>Approve Journal Entries</b> <b>Update Cash Flows</b> <b>Update Bank Reconciliation</b> <b>Update Uncashed Checks</b></p>	<p>Provide timely financial information to board members for oversight of financial matters.</p> <p>Approve Preliminary Budget Discussion: Based on 290 students Exciting about before school program.</p> <p>Motion: Vince Second: Andy Approval All</p> <p>Approval of check register Motion: Vince Second: Andy Approval All</p>	<p>Vet and approve the financial report.</p>	<p>Board members</p>	<p>15</p>

	<p>Journal Entry Motion: Andy Second: Kalli Approval: all</p> <p>New financial software over the summer. Some reports will be different. We can discuss in the fall. On page 16 BMO, money market Jackie: We have a money market, savings and various funds. These items are in the budget, part in fund balance. Money goes back and forth depending on flows of dollars. The money market has a better interest rate.</p>			
<p><u>Executive Director's Report</u> <b>Approval of Contracts (if applicable)</b> <b>Approval of New Hires (if applicable)</b></p> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Food Service change and contract proposal</li> <li>• Enrollment update, budget projection, staffing/program proposal</li> <li>• Performance Framework for NEO (authorizer)</li> <li>• Update on Grace Move</li> <li>• Director Work update for evaluation process</li> </ul>	<p>Update: -- New Insurance Policy Moving from Liberty National to Hanover. This has a comparison of the two. Slightly increased cost more is being covered. Todd met with organizations as the old policy was ending. This has been worked on for months and this would go into effect on July 1, which is a better renewal date than the previous one which was March. Hanover has an employee benefits piece that offers some legal advice support.</p> <p>--Board approval for employment agreements for school year 2018-19 to solidify staffing and compensation agreements prior to the coming year.</p>	<p>Approval of staffing plan, employment letters.</p> <p>Feedback/input</p> <p>Feedback/input</p> <p>Input/feedback</p> <p>Input</p> <p>Guidance/evaluation</p>	<p>Board</p> <p>Board</p> <p>Board</p> <p>Board</p> <p>Board</p>	<p>10</p> <p>2</p> <p>2</p> <p>10</p> <p>10</p> <p>15</p>

	<p>Todd wanted to make sure there was an employment agreement by the start of the next year.</p> <p>Todd and Vince used material from similar schools/districts and revised language, add and subtracted to reflect NCCS.</p> <p>Vince: The old agreement didn't reflect the way we worked together. This reflects how we should be moving forward.</p> <p>Kalli: Is the language about at will similar to the previous language.</p> <p>Vince: The past had some additional vague statements and involved board member pieces. Todd reads previous wording.</p> <p>Kalli: Is there a board policy about just cause.</p> <p>Vince: There has not, from pervious exec. Dir there were ambiguous practices. There wouldn't be due process for at will employment.</p> <p>Cheryl: Anything about staying on the remainder of the year?</p> <p>Vince: Staff have the right to leave at will and this reflects a mutual agreement about termination.</p> <p>Cheryl: Looking at a 12 month pay schedule. When does the insurance end?</p> <p>Andrew: Correct, we need to change that insurance should go through August for teachers.</p> <p>Kalli: Wondering about deciding on contracts</p>			
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	<p>Todd: The budget does depend on number of students.</p> <p>Vince: There was language in the past contract about catastrophic events.</p> <p>Kalli: When do teachers officially find out about the next year's positions? Could something happen in April?</p> <p>Todd: We are still working to establish consistent projected enrollment.</p> <p>Vince: Could a tentative projection be available at the April meeting. Yet finalize the future budget in June.</p> <p>Hans: Is it possible to notify teachers at a date if they are not going to be renewed.</p> <p>Todd: The goal is to do that by May 1</p> <p>Andy: Although the board should not be involved in daily details, it is important to support staff morale.</p> <p>Vince: The sooner we can communicate the better the environment.</p> <p>Kalli: For me personally if there is not a clear deadline it makes things more difficult.</p> <p>Todd: At least 90% of staff will know they have a position by the end of the school year. In terms of exact compensation that relies on a more firm understanding of the budget.</p> <p>Vince: Could there be a two phase approach?</p> <p>Kalli: Yes, knowing if you are or are not returning, and then another date for final compensation.</p> <p>Cheryl: That would make sense.</p> <p>Andrew: The enrollment is still quite variable.</p> <p>Vince: Having some target dates would be valuable.</p>			
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	<p>Todd: To the extent that we can create clarity we should, this would also help new hires as well. Community of Peace has done some work on this and has found 3 models.</p> <p>Todd: Could myself, Cheryl, Andy and Cheryl discuss this over the summer and bring dates forward.</p> <p>Kalli: This could go into the staff handbook and then the board would vote on that handbook.</p> <p>Motion to approve the Letter of Employment with revision to part 6 and 8. Dates will be hand written., Hans Second: Karla Approve: All</p> <p>--Share food service contract for 2018-19</p> <p>--Inform board progress on enrollment and related budget and staffing</p> <p>Todd: Shares contract with board members.</p> <p>Vince: Kare 11 did a story on this service and allows more for students.</p> <p>Todd: It also supports more education about nutrition.</p> <p>Enrollment update, budget projection, staffing/program proposal</p> <p>Todd: Shares staff list. Still looking to finalize special education and middle school math. Conversations with candidates are in place now.</p> <p>Kalli: Are you looking to fill all of the open SEA positions?</p> <p>Todd: yes</p>			
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	<p>Performance Framework for NEO authorizer)</p> <p>Todd: Last school year authorizers were asked by the state to use to evaluate the success of a charter school. NEO put together performance indicators. NCCS put indicators forward and we are now reviewing how well this work. NCCS is in its last year of a contract with our authorizer. They have asked for some changes and some changes are put forward by NCCS.</p> <p>Cheryl: This should align with our WBWF plan.</p> <p>Todd: We need the board's approval on the changes.</p> <p>Cheryl: We will have another year with the majority of this, due to MDE and authorizer timelines. But will adjust year to year as needed.</p> <p>We have been using fall-to-fall metrics. Some changes are around: Change the TBS to nationally normed assessments.</p> <p>Kalli: What grades will use iReady?</p> <p>Cheryl: 1<sup>st</sup>-8<sup>th</sup> grade</p> <p>Hans: We will continue to use a combination of FMP, iReady, ACT and MCA to provide instructional data for teaching, yet the Performance Framework with stay stable until the new authorizer contract next year?</p> <p>Cheryl: Yes</p> <p>Vince: Are we on track for a 5 year renewal?</p> <p>Cheryl: We may qualify, but there are benefits to being on a three renewal.</p> <p>Andrew: We received information that if we do a 5 year there is a hard cut-off for further contract renewals, whereas a 3 year allows us more flexibility.</p>		
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	<p>Motion to accept the propose changes to the Performance Indicators, Hans Second: Andy Approved: All</p> <p>Update on Grace Move Todd: Next week Monday and Tuesday staff will be packing. Staff will move items that they feel appropriate to move. We have until the end of the month.</p> <p>Andrew: Reviewed the Grace project timeline. This shows when capital improvements will be completed. Painting and carpet updates were a big topic. NCCS asked for a clear dollar amount from Grace and will receive that next week.</p> <p>--Ongoing informing/updating of director work related to needs. Reviewing preliminary MCA data. Good signs in Reading, not what we wanted in Math. Math interventionist left mid-year. Continuing to learn more about our new math program. Cheryl: Reading we put a lot of energy in materials, LLI, interventions and other curriculum.</p> <p>Next year will have a focus on math achievement.</p> <p>Kalli: Where is the method for staff to give feedback about Mr. Todd? Discussion: It would be valuable in the fall to consider adding more formal survey or feedback opportunities to the</p>			
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	<p>board and between staff and administration.</p> <p>Kalli: in the past a board member would come to staff meetings to provide an overview of what occurred at past board meetings.</p> <p>Vince: We can review that as well.</p> <p>--Information</p> <p>--Ongoing evaluation of leadership</p>			
<u>Board Report</u>				
<u>Board Committees Report</u>				
<p><u>Board Action:</u></p> <ul style="list-style-type: none"> <li>• Approve preliminary budget 2018-19</li> <li>• Approve of employment agreement revision.</li> <li>• Approve Performance Framework revisions for improved system alignment and authorizer compliance in the final year of our contract.</li> </ul> <p>BOARD TRAINING</p>	<p>Oversight of coming year's budget</p> <p>Oversight of essential business tools</p> <p>Oversight of essential compliance, accountability, and quality systems.</p> <p>See notes and voting for each above.</p> <p>Motion to approve the Letter of Employment with revision to part 6 and 8. Dates will be hand written., Hans</p> <p>Second: Karla</p> <p>Approve: All</p>	<p>Approval required by statute</p> <p>Approval</p>	<p>Board</p>	<p>15</p> <p>5</p> <p>15</p>
<p><u>Board Training Subject:</u></p> <ul style="list-style-type: none"> <li>• Wellness policy introduction, review, input, adoption</li> <li>• Performance Framework, strategic alignment of goals, assessments</li> </ul>	<p>-Revise and refresh the governance and guidance documents that can serve to sustain the NCS board over time.</p> <p>Vince: Used information from different schools/districts. Noticed that the school is doing a number of the core</p>	<p>Review board development plan and newly formatted policies and approve for publication (website and elsewhere).</p> <p>Input and approval of drafted revisions</p>	<p>Chair Vince Esades</p> <p>Principal Todd and Assessment Lead Cheryl.</p>	<p>45</p>

	<p>pieces. This will need a committee to further review and development.</p> <p>At the next board meeting:</p> <ul style="list-style-type: none"> <li>• Comments to be shared</li> <li>• Committee to be formed</li> </ul> <p>-Systems alignment and improvement</p> <p>Motion to add agenda item of School logo, Andy Second: Vince Approval: all</p> <p>Hans: What will the colors be ? Kalli: We will stick with blue, black and white</p> <p>Motion to accept the proposed new logo, Vince Second: Andy Approval: all</p>			
<p><u>Gift &amp; Donations &amp; Fundraising</u> <b>Approve Gifts &amp; Donations</b></p>	<p>Inform</p> <p>Tessa: Has reached out to organizations to help with fund raising efforts. All are excited about moving ahead and support Tessa pursuing. Tessa: possible grant opportunity around the watershed district? Todd: This would align to our environmental science work.</p>	Accept	Board and Director	2
<p><u>Board Meeting Calendar for School Year</u> <b>September 12, 2018</b> <b>November 14, 2018</b></p>	<p>Motion to adjourn, Andy Second: Kalli Approved: All</p>			2

<b>January 16, 2019</b> <b>April 17, 2019</b> <b>June 5, 2019</b>				
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