

**NEW CITY SCHOOL
BOARD MEETING**
November 14, 2018



Call to Order/Reading School Mission

NCS Vision: 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.

NCS Mission: 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.

ATTENDANCE

Todd Bartholomay (Principal/Director), Jackie (Accountant), Cheryl Stephani (Data & Intervention Lead)

Guest:

Jim

Wendy

Erin Wanat, Special Education Director

Voting Board Members:

Vince Esades, Board Chair (Present)

Hans Ott, Secretary (Present), arrived at 5:40

Kalli Novak, Treasurer (Present)

Tessa Anttila, Director (Absent)

David Gundale, Director (Absent)

Andy Lum, Director (Present)

Karala Musser, Director (Present)

CALL TO ORDER

5:00 p.m.

AGENDA ITEM

(STANDING AGENDA BOLD)

PURPOSE

ACTION

WHO

TIME

Approve Agenda & Previous Meeting Minutes

Approve Proposed Agenda

Approve Previous Meeting Minutes from Sept. 12, 2018

Motion: Approve Agenda

Approval

Board members

5

Public Comment

Community input

Linda Lockwood and Rachel spoke

A Special Education Advisory Committee will be formed.

They request administrative presence

Next meeting might be on the same night as New City Circle parent group.

<p><u>New City Vision Highlight (new item)</u> EL Ed. ELA modules in 5 and 8</p>	<p>Inform board members or vision/mission-representative</p> <p>Grade 5 – reading <u>Esperanza Rising</u></p> <ul style="list-style-type: none"> • Declaration of Universal Human Rights <p>Grade 6 – reading <u>Percy Jackson</u></p> <ul style="list-style-type: none"> • Comparing/analyzing book to ancient Greek mythology 		<p>Board members</p>	<p>10</p>
<p><u>Budget / Financials</u> FINANCIAL AUDIT Approval</p> <p>Review Summary Financials Budget Updates Approve Revised Budget Approve Check Register Approve Journal Entries Update Cash Flows Update Bank Reconciliation Update Uncashed Checks</p>	<p>Annual audit presentation and board approval</p> <p>Provide timely financial information to board members for oversight of financial matters.</p> <p>Jim presented that NCS had no findings and is in compliance. Financials show:</p> <ul style="list-style-type: none"> • Growing enrollment • Fund balance 23.1% strong compared to average schools <p>Andy : Motion to approve the Financial audit Karla: Second Discussion: none Yeah: Andy, Karla, Vince, Kalli Nay: none Abstention: none</p> <p>Vince: Motion to approve the Check Register Andy: Second Discussion: none Yeah: Andy, Karla, Vince, Kalli Nay: none Abstention: none</p> <p>Vince: Motion to approve the Journal Entries Andy: Second Discussion: none Yeah: Andy, Karla, Vince, Kalli</p>	<p>Accept and approve the Audit Report</p> <p>Vet and approve the financial report.</p>	<p>MMKR & board Jackie Paradis, accountant & Board members</p>	<p>30</p>

	Nay: none Abstention: non			
<u>Break</u>	5:30 – 6:00			
<u>Director's Report</u> <ul style="list-style-type: none"> • Enrollment update, staffing update • Program work update • Director Framework example • Charter School Compensation Study review 	Update Board on key developments Cheryl World's Best Workforce update We are only required to report on Part B Annual report will be completed and posted by January. There needs to be a public meeting to review the progress. Todd: This has been done as part of a state of the school in the spring. MDE stated it should be in the winter. NCS will host a state of the school presentation in December. Wendy: Shared that NCS should consider how to engage the community and families around how to best meet the goals of the WBWF. Usually the entire board is not there, but the board chair is often there. Kalli: This does sound like the state of the school. Todd: It is an opportunity to engage the community. Karla: What has been the attendance? Todd: About 25 Cheryl: And we will be tracking that attendance as part of Title I activities. Todd: We need to consider winter break and getting feedback before the January board meeting. Hans: It is not necessary to have the meeting before the January board meeting. Kalli: Considering the school calendar and other school events in January. When would be a good time? Conferences, report-cards, end of the semester. Todd: We will plan for a January public meeting on the state of the school and world's best workforce.		Director (Todd) Board	2 10 10 15

	<p>Cheryl: The advisory committee met this past week. This included a parent, staff member and an 8th grade student.</p> <p>Equitable Access to Excellent Teachers</p> <ul style="list-style-type: none">• NCS has about 10 out of 25 teachers with 3 or less years of experience. <p>Reviewing SMART Goals</p> <ul style="list-style-type: none">• Kindergarten goals were met• All students in third grade achieving grade-level literacy was met• Close the achievement gap not met<ul style="list-style-type: none">○ There was an increase in FRP literacy proficiency. The gap however increased.• All students career and college ready by graduation was met <p>Hans Moves to approved the WBWF Summary Vince Second Yeah: Kalli, Andy, Vince and Hans Nay: none Abstained: none</p> <p>Todd: Enrollment update We are at 303 There is one open paraprofessional position that is in the process to be filled.</p> <p>Todd: Shared a copy of the staff bulletin, family newsletter, child study information and process, information about student led conference, proficiency-based grading, 9 week meeting schedule,</p> <p>Todd: Two professional development days in November.</p> <ul style="list-style-type: none">• One day on iReady, student diagnostic assessments		
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	<ul style="list-style-type: none">○ Working to make sure students have 45 minutes a week to engage in intervention activities. 15-minute sessions.○ This is part of our performance frame work with our authorizer. <ul style="list-style-type: none">● Day two: Training on Eureka Math.● Kalli: It was helpful to hear about the process to implement the curriculum. Clear that it is a 3-5 year process to move to full implementation.● There is now an instructional leadership team for math, meeting once per month. They do a data dig each month and shares out with the staff.● There is also an instructional leadership team meeting for language arts. <p>Todd: review of Parent/Family Survey</p> <ul style="list-style-type: none">● Overall 95%-98% positive.● A nice way to begin the new school year. <p>Todd: Recognition of flags being added into the classroom. There is a process the school will go through a process regarding adding flags to the classrooms.</p> <p>Discussion of how the community may need to be informed about why the flags are being added now.</p> <p>Wendy: Update on the contract renewal. With a change in the science data tools and NWEA MAP data there will need to be some revisions to the contract. The recommendation is for the board to review the performance framework at each meeting.</p> <p>Kalli: Recommends that we add a reoccurring item on our agendas.</p>			
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	<p>Todd: This can be added. At the January 16 board meeting an agenda item will be added to accept the revisions to the performance framework.</p>			
<p><u>Board Report</u> New Board Member Needed</p>	<p>Vince: Director, Dave Gundale has submitted his resignation. Demands outside of NCS have increased and he is not able to continue to serve on the board. Vince: In reviewing the by laws recommends that we work to fill the position. Kalli: Is it ok to put a note in my family communication? Vince: Yes</p>			
<p><u>Board Committees Report</u> Report from Wellness Committee (Karla and Tessa) Policy Committee (Vince and Hans) Finance Committee (Jackie and Todd)</p>	<p>Information Karla: Wellness committee Tessa and Karla met to review the policy. There needs to appoint a chair, who is a member of the school. Then move to using a web based tool to do a school checklist on where the school is on the wellness work. Todd: We can message this to the staff. As well as add requests to the school newsletter. Vince: By the next board meeting can we have a wellness chair identified? Karla: Gender Inclusion Policy Met with Jason Buckland. Discussing how we use pronouns and honorifics He is willing to work on a consulting basis to train staff and support school plans. Todd: the cultural competency task group can work on this and consider next steps. Todd will follow up with them.</p>			5

	<p>Vince: Requesting Todd to review that policies have been posted on the NCS website. Next would be to revise the fund balance policy. Looking at moving from 15%-20% to 20%-25%. Kalli: Wendy is there a max percentage? Wendy: Neo recommends the policy to state that if the fund balance reaches above a certain percentage then the school will do specific steps. Discussion on what the minimum or maximum might be. Wendy asks that we ask Jackie what the 3 year or 5 year fund balance and budget projections are.</p> <p>Todd: Finance Committee Documentation from MACS about compensation. Looking at the teacher pay grid. NCS has been on par with the salary grid.</p>			
<p><u>Board Action:</u></p> <ul style="list-style-type: none"> • Approve 2017-18 Financial Audit from MMKR • Approve the 2018 WBWF Literacy Plan <ul style="list-style-type: none"> • Approve Director as IoWA for External User Authorization at MDE 	<p>School governance and oversight</p> <p>School governance and oversight Inform board Development of board skills and knowledge for:</p> <ul style="list-style-type: none"> • Governance; • Financial and budget oversight; • Oversight of essential compliance, accountability, and quality systems. 	<p>Board approval</p> <p>Board approval</p>	<p>Board</p> <p>Cheryl, Data Lead & Board</p>	<p>15</p>
<p><u>Board Training Subject:</u></p> <ul style="list-style-type: none"> • Special Education key elements for board information 	<p>Inform board</p> <p>Erin Wanat Special Education director from Indigo Education. We work and advocate for special education with charter schools. MACS handout on Special Education “A primer on Minnesota charter schools” Reviewing a presentation on Charter Schools myths versus reality.</p>		<p>Special Ed. Director— Erin Wanat</p>	<p>30</p>

	<ul style="list-style-type: none"> Charter schools are required to provide a continuum of special education supports for children with disabilities. <p>Discussing that on the enrollment application only this information can be requested.</p> <ul style="list-style-type: none"> Name Contact Information Grade last completed <p>Todd will be reviewing the form.</p> <p>Kalli: Do we need to post enrollment caps? Erin: That is not necessary, the enrollment application needs to be posted and should have a reference to your early enrollment policy.</p> <p>Erin: reviewing process to provide services for students with IEPs using MPS staff vs. Consulting services.</p> <p>Comments of appreciation from each board member.</p>			
<p><u>Gift & Donations & Fundraising</u> Approve Gifts & Donations</p>	<p>Vince Moves to approved the donations and gifts Kalli: Second Yeah: Kalli, Andy, Vince and Hans Nay: none Abstained: none</p>	<p>Accept</p>	<p>Board and Director</p>	<p>2</p>
<p><u>Board Mtg Calendar for School Year</u> September 12, 2018 November 14, 2018 January 16, 2019 April 17, 2019 June 5, 2019</p>	<p>Andy Moves to adjourn Karla Second Yeah: Kalli, Andy, Vince and Hans Nay: none Abstained: none</p> <p>Meeting adjourned at 8:30 p.m.</p>			

