


<p>NEW CITY SCHOOL BOARD MEETING June 3, 2020</p>  <p><i>Call to Order/Reading Mission-Vision</i></p>	<p><u>NCS Vision:</u> 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. <u>NCS Mission:</u> 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>ATTENDANCE</p>	<p>Board Members: Vince Esades, Board Chair (Present) Hans Ott, Secretary (Absent) Tessa Anttila, Treasurer (Absent) Karla Musser, Director (Present) Kati Cunningham, Director (Present) Michael Hickel – Teacher Representative (Present) Abby Mandell - Teacher Representative (Present)</p> <p>Others Principal & Director: Todd Batholomay (Present) Jackie Paradis - Accountant (Present for part of meeting)</p>		<p>Vince: Yes Karla: Yes Kati: Yes Michael: Yes Abby: Yes</p>	
<p>CALL TO ORDER</p>	<p>5:00pm</p>			<p>2</p>
<p>AGENDA ITEM (STANDING AGENDA BOLD)</p>	<p>PURPOSE</p>	<p>ACTION</p>	<p>WHO</p>	<p>TIME</p>
<p><u>Approve Agenda & Previous Meeting Minutes</u> Approve Proposed Agenda Approve Previous Meeting Minutes from</p>	<p>Motion: Approve Agenda (Vince) 2nd: Karla Vince: Yes Karla: Yes Kati: Yes Michael: Yes Abby: Yes Motion Passed</p>	<p>Approval</p>	<p>Board members</p>	<p>5</p>
<p><u>Public Comment</u></p>	<p>Community input: No public comment</p>			
<p><u>Budget / Financials</u> Review Summary Financials Budget Updates Approve Revised Budget Approve Check Register Approve Journal Entries Update Cash Flows</p>	<p>Provide timely financial information to board members for oversight of financial matters.</p> <ul style="list-style-type: none"> - Projected money looks better than expected. <ul style="list-style-type: none"> - Less Grace maintenance. - Less field trips. - <u>Todd will reach out to request reconsideration for financial award.</u> 	<p>Vet and approve the financial report.</p>	<p>Jackie Paradis, accountant & Board members</p>	<p>20</p>

<p>Update Bank Reconciliation Update Uncashed Checks Update on Western Bank transition **See Board Action item re discussion of potential PTO banking for quarantined staff</p>	<p>Motion: Approve Check Register (Vince) 2nd: Karla Vince: Yes Karla: Yes Kati: Yes Michael: Yes Abby: Yes Motion Passed</p> <p>Motion: Approve Journal Entry (Vince) 2nd: Karla Vince: Yes Karla: Yes Kati: Yes Michael: Yes Abby: Yes Motion Passed</p> <p>Update Cash Flows Talk of potential cash flow shortage for 2021/22 School year.</p> <ul style="list-style-type: none"> - Line of credit available through Western. - 2% increase predicted to be pulled for the 21/22 school year. <p>Discussion about 20/21 school year unknowns.</p> <ul style="list-style-type: none"> - Unknown if school year will be online. <ul style="list-style-type: none"> - What do we do with unknown going forward? (Jackie) <ul style="list-style-type: none"> - Todd going forward in good faith that we can be fairly certain of enrollment #'s. <ul style="list-style-type: none"> - KG enrollment is biggest question. <ul style="list-style-type: none"> - Currently at 22 			
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Board should be prepared for an emergency meeting in late July/early August.

	<p>Update Bank Reconciliation Update Uncashed Checks Update on Western Bank transition</p> <ul style="list-style-type: none"> - Estimates from the CARES act dollars coming in predicted \$25,000-30,000 <p>Discussion on adequate PTO in case of self-quarantine for next school year Family medical leave act. Family First Covid Response Act 80 hours of emergency leave</p> <ul style="list-style-type: none"> - Mandated, but because we don't pay taxes we don't get the tax breaks. <p>Schools are in that Qualifying reasons Subject to quarantine order Have Covid Caring for someone with Covid Lost childcare – pays 2/3</p> <p>Delay action until the September meeting</p> <ul style="list-style-type: none"> - Vince sees no problem with doing it. <p>Kati thanks Jackie for always coming prepared and having a wealth of knowledge to support out work.</p> <p><i>Jackie left meeting</i></p>			
<p><u>New City Vision Highlight</u></p> <ul style="list-style-type: none"> ● Distance Learning successes <ul style="list-style-type: none"> ○ Online/synchronous instruction and meeting ○ K Youtube lessons ○ Daily doc innovation ○ Small group options in afternoons 	<p>Todd speaking about the urgency to act during this moment. Showcases a series of steps he would like the community to push to improve. Strengthen practices, Offering more professional development, develop appropriate curriculum to tackle race at different levels, Summer readings</p>		Board members	10

<ul style="list-style-type: none"> o Packet-pick-up/drop-off Fridays o Device sharing 	<p>for staff, local service/action projects, plan art installation, and doing work with parents to provide supports with teaching anti-racist capacities.</p> <p>Thinking about how we brand ourselves and developing activism</p> <p>Watershed moment that we can't be asleep for.</p> <p>Kati – questions if we've been in contact with the family of George Floyd to get an idea what steps would be most pressing given the moment.</p> <p>Karla – Questions bringing in outside consultants to facilitate conversations and trainings. Will reach out about different resources.</p> <p>Todd brings up Michael Walker half day PD from the beginning of the 19/20 school year</p> <p>Karla- Pushes for extended trainings – ongoing conversations.</p> <p>Kati – Do we have a formal policy on race awareness equity and inclusion.</p> <p>-</p> <p>https://storj.io/blog/2020/05/diversity-equity-and-inclusion-at-storj-labs/</p> <p>Shared details that her company is doing to address and identify initiatives.</p> <p>Kati – Shout out to Todd on the letter sent to the community regarding George Floyd.</p> <p>New City Vision Highlight</p> <p>Director reported on the New City Vision Highlights</p> <p>Successes of Digital learning. Daily document, recorded videos, device sharing,</p> <p>Addy spoke to the successes of 3-5 – completed core instruction while also attempting to find a way to wrap up the year in a portfolio type project. Choosing 1-3 projects to present what they learned about and showcasing the details in a</p>			
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	<p>creative way. For example baking cookies and showing understanding of fractions. High levels of engagement amongst families and students. Problem to Solve – Chasing down kids and struggles with identifying loose ends. Mike talked about the successes in Middle School Learning</p>			
<p><u>Board Action:</u></p> <ul style="list-style-type: none"> • Executive Director Evaluation and Goal-setting • Board Member service acknowledgement for Karla and Hans who are stepping off the board. • Board Member recruitment--one community member • Board guidance on special coverage for staff potentially required to quarantine for more days than PTO affords in 2020-21 • Discussion of building/lease and financial (revenue and enrollment) situation. 	<p>Director evaluation and goal setting (see NCS Exec. Dir. Eval. 2020 doc.) Abby introduces the Executive Director survey to parents and families 36 responses. Many comments 3 themes Covid Response Communication Decision making – Curriculum and Teacher turnover Ask similar questions next year to review change Todd and Abby crafted goals based off the survey. Build off of the survey and strategic plan</p> <p>Todd spoke of strategic plan and its correlation to the director evaluation Director Goals- based off strategic plan and director evaluation (See chart on see NCS Exec. Dir. Eval. 2020 doc document.</p> <p>Board service acknowledgement for Karla and Hans Appreciate the service provided Karla offered to be kept on the board through the September meeting if a new community member isn't found.</p>			20

Motion: Establish Kati Cunningham as the board chair. Vince stepping down to be a community member.

Vince – Moved
Karla – Second
Vince: Yes
Karla: Yes
Kati: Yes
Michael: Yes
Abby: Yes
Motion Pass

Building Lease and Financial situation

Todd details communication with Grace and experiences lawyer (Craig Keplar)
Drafted a proposal that was given to Grace Center
No formal response from Grace Center board
Todd heard from a Grace Center board member that they cannot extend their mortgage over \$3.5 million more
Todd spoke with Kou and it is believed that adjustments can be made to the plan to reduce the proposal to 3.5 million
Todd is concerned on the building plan with the uncertainty over future financial because of the Covid pandemic.
Suggests slowing down and not signing anything
Revise LOI to reflect the current situation and a 3.5 million price tag.
Be ready to pay for drawing, but still be able to pull out if necessary.
Karla – What’s the end goal of enrollment
Todd identifies 420 student vision.
2 classes of 24 for each class
3 classes of smaller KG to feed 1st grade
Discussion of Minneapolis passed strategic plan and the potential impact of that on our enrollment as a K-8 school.

<p><u>Board Training Subject:</u> From MN Board Training choices: “Evaluate Executive Director”</p> <p>Maintaining an informed board--possible dashboard use.</p>	<p>Development of board skills and knowledge for:</p> <ul style="list-style-type: none"> ● Governance; ● Financial and budget oversight; , accountability, and quality systems. ● Oversight of essential compliance 	<p>Ongoing training as required</p>	<p>Board, Director</p>	<p>15</p>
<p><u>Board Report</u></p>	<p>Board Maintenance</p> <ul style="list-style-type: none"> - Add a standing agenda item to continually compile evidence/artifacts that can be useful for director evaluation. 	<p>Discussion/pla n</p>	<p>Board & Director</p>	
<p><u>Board Committees Report</u></p> <p>-Wellness Committee (Karla and Tessa and Mike Smith, PE teacher)</p> <p>-Policy Committee – Report (Hans & Vince)</p> <p>-Finance Committee – Report (Jackie & Todd)</p> <p>-Executive Director Evaluation Committee—Abby, Kati, Todd</p> <p>-Lease Committee—Vince, Kati, Mike, Todd</p> <p>**Note: Suggestion that a committee, possibly new, tackle a long-range plan for benefits and compensation. Examine health care benefits, salary progression etc.</p>	<p>Kati identifies the need to replace Hans as secretary. Refer back Vince – don’t need a secretary but would be good to have one.</p> <p>Wellness Committee Karla – No update since the last meeting.</p> <p>Policy Committee Replacement for Hans Vince – Sent around board evaluation (Please complete) Established a board development plan to be used and followed by new members.</p> <p>Finance Committee Addressed by Jackie</p> <p>Lease Committee Addressed during review by Todd of current situation with building lease</p>		<p>Board Committee members</p>	<p>10</p>
<p><u>Director's Report</u></p> <ul style="list-style-type: none"> ● Distance Learning Plan update 	<p>Directors Report</p>		<p>Director</p>	<p>15</p>

<ul style="list-style-type: none"> ● Food distribution and mandated child care update ● State of School virtual report/feedback ● Update on strategic plan process and product ● Update on “Reopening” project; Planning for fall scenarios ● Building Project update (LOI) ● Website Replacement project update ● Staffing update 	<p>Distance Learning Update – Addressed during previous section</p> <p>Child Care – Continued to provide childcare to families</p> <p>Food districtuion – work with MPLS</p> <p>Website – Hope to have BETA version this week and have up and running in mid-June 3, 2020</p> <p>Kati – Establish a presence in the dialogue currently happening in the community to establish the work we’re doing.</p> <p>Todd – Open to change when we have a BETA available for people to review</p> <p>Staffing – No change</p>			
<p><u>Gift & Donations & Fundraising</u> Approve Gifts & Donations</p>	<p>Gift and Donations</p> <p>Motion: Approve Gifts & Donations \$3,000</p> <p>Move to approve the donations listed in the attachment.</p> <ol style="list-style-type: none"> 1. Your Cause LLC 2. Best Buy Employee Giving Program 3. The Benevity Community Impact Fund 4. Might Cause Charitable Foundation 5. Lason Dental LLC 6. Chipotle Mexican Grill <p>Katie – Moved</p> <p>Karla – Second</p> <p>Vince: Yes</p> <p>Karla: Yes</p> <p>Kati: Yes</p> <p>Michael: Yes</p> <p>Abby: Yes</p> <p>Motion Passed</p>		<p>Board and Director</p>	<p>2</p>

<p><u>Board Mtg Calendar 2020-21</u></p> <ul style="list-style-type: none">● September 16● November 11● January 13● April 14● June 2	<p>Reviewed dates of next year's meeting and discussed the potential for a special August meeting.</p> <ul style="list-style-type: none">- 5 Days notice <p>Adjusted from September 13th to the 16th</p> <p>Motion to Adjourn the meeting Katie - Moved Karla - Second Vince: Yes Karla: Yes Kati: Yes Michael: Yes Abby: Yes Motion Passed</p>			
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