


<p>NEW CITY SCHOOL</p>  <p>BOARD MEETING June 5, 2019</p> <p><i>Call to Order/Reading School Mission</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.</p> <p><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 (Present) Kalli Novak, Treasurer (Present) Tessa Anttila, Director (Present) Andy Lum, Director (Present) Karla Musser, Director (Present)</p>			

	<p>Kati Cunningham, Director (Present) - note taker for minutes in Hans' absence</p> <p>Others:</p> <p>Principal & Director: Todd Batholomay (Present)</p> <p>Cheryl Stephani - Data & Intervention Lead (Present for part of meeting)</p> <p>Jackie Paradis - Accountant (Present for part of meeting)</p> <p>Mike Smith - PE Teacher (Present for part of meeting)</p> <p>Mike Hickel – Social Studies teacher</p>			
CALL TO ORDER	Vince : Call to order 5:00 p.m.			
AGENDA ITEM (STANDING AGENDA BOLD)	PURPOSE	ACTION	WHO	TIME
<u>Approve Agenda & Previous Meeting Minutes</u> Approve Proposed Agenda Approve Previous Meeting Minutes from <i>April 17, 2019</i>	<p>Motion: Approve Agenda</p> <p>Vince : Motion to approve the agenda</p> <p>1st: Andy</p> <p>2nd: Karla</p> <p>Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati</p> <p>Nay: none</p>	Approval	Board members	5

	<p>Abstention: none</p> <p>Motion: Approve Minutes</p> <p>Vince : Motion to approve the agenda 1st: Andy 2nd: Kali Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati Nay: none Abstention: none</p>			
<u>Public Comment</u>	<p>Community input No public comments offered.</p>			
<u>Board Membership</u> New Staff Board Member Induction –Mike Hickel **Andy Lum’s last meeting—THANKS!	<p>Board Maintenance</p> <p>Motion: Approve adding Mike Hickel to the board (Vince)</p> <p>1st: Andy 2nd: Kali Discussion:</p>	Discussion/plan	Board & Director	5

	<p>Vince: Thanking Andy for his work and wishing him the best.</p> <p>Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati Nay: none Abstention: none</p>			
<p><u>New City Vision Highlight</u></p> <ul style="list-style-type: none"> • River Expedition • Year End Reviews 	<p>Inform board members or vision/mission-representative</p> <p>Todd: Each year the group does year end reviews. This goes to the belief of choice, and teachers reflect on the year. An example of Kali's mobile on balance. Hung it in the break room for the last month. Mr. Andrew created a Good News feedback grid that shared positive notes to each staff, posted in the break room. A collage from each staff statements about the vision for the school. This year we did the first</p>	<p>Inform</p>	<p>Board members</p>	<p>5</p>

	<p>6th grade expedition on the water. Mike: Sharing how it was about exploring about the river and how it impacts us and we impact it. There was a website created to share student learning. 7th and 8th grade students were brought into the showcase.</p> <p>New City was honored at the NEO conference for Financial Stewardship.</p>			
<p><u>Budget / Financials</u> Review Summary Financials Budget Updates <i>Approve Revised Budget</i> <i>Approve Check Register</i> <i>Approve Journal Entries</i> Update Cash Flows Update Bank Reconciliation Update Uncashed Checks</p>	<p>Provide timely financial information to board members for oversight of financial matters.</p> <p>Jackie: Balance sheet is updated. The preliminary budget there are not changes from April. A September update will come as new staff is hired.</p>	<p>Vet and approve the financial report.</p>	<p>Jackie Paradis, accountant & Board members</p>	<p>30</p>

	<p>Revised budget for year to date. We are ahead on our revenue collection. We continue to be a little ahead of spending as we pay a month ahead to Grace, there are no concerns about this piece. Vince: There is no revised budget to approve then? Jackie: No changes, correct.</p> <p>Jackie : The adopted budget for next year is based on 320 students and the 2% increase from the state that was recently signed.</p> <p>Jackie: Checks and wires Motion: Approve the check registry 1st Andy 2nd Vince Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati, Mike Nah: None Abstention: none</p>			
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	<p>Journal Entries Motion: Approve the Journal entries 1st Andy 2nd Kali Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati, Mike Nah: None Abstention: none</p> <p>Cash Flow reviewed.</p> <p>Jackie: The audit is scheduled for early August.</p>			
<p><u>Board Action:</u></p> <ul style="list-style-type: none"> Approve Performance Framework for 	<p>School governance and oversight Board governance</p> <p>Wendy: Presenting</p>	Board approval	NEO Exec. Director, Board, NCS Director,	30

<p>new NEO (authorizer) contract</p> <ul style="list-style-type: none"> Director Goal Setting for School Year 2019-20 	<p>Recognizing New City for the Financial Steward award.</p> <p>1st : Academic Performance 2nd: Climate (Attendance, retention, ...) 3rd: Governance 4th: Finance With MDE we weight Academics higher as that is our schools priority</p> <p>Performance ranking rubrics are specific to each section.</p> <p>Need to consider including 3rd grade in both reading by grade 3 and in the proficiency areas versus 4th-8th. Considering if 3rd grade data should be counted multiple times.</p> <p>Consider weighting the sections of the framework differently. As of now 63 of the 100 points are weighted on academics. It is necessary to be over 50, and perhaps a value between 50 and 63.</p>		<p>Board, Director</p>	
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	<p>Consider reviewing the AND/OR language in the performance rubric for Satisfactory.</p> <p>Motion to approve the authorizer contract and performance framework subject to formatting revisions, accuracy review, with discretion given to Todd on grade levels included in each section, weighting given to each section and review to section 17 in the addendum to reflect the school's current practices. (Vince)</p> <p>2nd Andy Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati, Mike Nah: None</p> <p>Director Goal Setting for School Year 2019-20 Moved to the director's report, no approval needed.</p>			
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<p><u>Board Training Subject:</u></p> <ul style="list-style-type: none"> Performance Framework approval for new 3-year authorizer contract 	<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>Approval (for new contract beginning July 1, 2019)</p>	<p>Todd (Director); Board</p>	<p>30</p>
<p><u>Board Report</u></p>	<p>Board Maintenance</p>	<p>Discussion/plan</p>	<p>Board & Director</p>	
<p><u>Board Committees Report</u> -Wellness Committee (Karla and Tessa and Mike--Smith PE teacher) -Policy Committee – Report (Hans & Vince) -Finance Committee – Report (Jackie & Todd) -Executive Director Evaluation Committee— Kalli, Kati, Todd -Lease Committee—Vince, Todd, ??</p>	<p>Information regarding initial H&W checklist completion and possible goals for the coming year.</p> <p>Finance committee: Todd: For paraprofessionals looking to offer an annualized salary to level set salary over the course of the year, including over the summer.</p>	<p>None</p>	<p>Committee members</p>	<p>10</p>

	<p>Also looking at a carry over for PTO.</p> <p>Policy committee: Need to update the website with the new fund balance policy. The policy committee will present a review of our policies to the board at the November 13, 2019 meeting.</p> <p>Wellness: Mike is leading the work well. He is looking at expanding as needed to meet the community needs. He is also now working with Ana.</p>			
<p><u>Director's Report</u></p> <ul style="list-style-type: none"> • Enrollment update, staffing, space update • 19-20 calendar revisions 	<p>Update Board on key developments</p> <p>Todd: Review of Director's report.</p>	<p>Board input</p>	<p>Director (Todd) Board</p>	<p>15</p>

<ul style="list-style-type: none"> • EL K-5 ELA Curriculum implementation • Spring Staff Survey summary—19-20 goals. • Lease Renewal Update and Lease Aid application timeline 	<p>Good news is enrollment is up to 336 from 315, with a budgeting enrollment of 320.</p> <p>Staffing update & surveys: Positions on track to be filled by the start of the school year. Kali: How will we address the salary schedule and communicate the salary ranges? Possibly using exit surveys to staff to understand the reasons for leaving. Todd: We have a schedule that is used with salary ranges from other charter schools in the community. Kati: Perhaps sending a communication to families about staffing updates. Hans: Perhaps Todd provides a report in his evaluation on staffing, including a summary of exit conversations with staff who leave. Kati: Is there an expected range of staff retention?</p>			
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	<p>Todd: Lease Renewal Todd is meeting with our lawyer in June and may have the lease aid drafted in June.</p> <p>Todd: There are no calendar revisions.</p> <p>Todd: EL K-5 ELA Curriculum implementation This will create a K-8 aligned curriculum and will be more content literacy focused.</p> <p>Director's Goals Include is data from recent surveys. Goals address items in community and staff surveys, academic performance framework and the contract with the authorizer.</p>			
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<u>Gift & Donations & Fundraising</u> Approve Gifts & Donations	None to present at this time. Will be added to the September meeting.	Accept	Board and Director	2
<u>Proposed Board Mtg Calendar 2019-20</u> September 11, 2019 November 13, 2019 January 15, 2019 April 15, 2019 June 3, 2019	Motion to adjourn: Andy 2nd: Hans Yeah: Vince, Hans, Kalli, Tessa, Andy, Karla, Kati, Mike Nay: none Abstention: none			