

<p><b>NEW CITY SCHOOL</b></p> <p><b>BOARD MEETING</b></p> <p>April 14, 2021</p> <p><i>Call to Order/Reading Mission-Vision</i></p> <p><i>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.</i></p> <p><i>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.</i></p>			
<p><b>ATTENDANCE</b> <u>Board Members:</u></p> <p>Kati Cunningham, Board Chair &amp; Parent Representative  Erin Green, Secretary &amp; Parent Representative  Vince Esades, Director &amp; Community Representative  Amanda Halbersma, Director &amp; Parent Representative  Michael Hickel – Teacher Representative  Abby Mandell - Teacher Representative</p> <p><u>Others:</u>  Principal &amp; Director: Todd Batholomay--Ex-officio  Jackie Paradis - Accountant &amp; Finance Manager</p>		<p>5:05 roll call  Katie-present  Erin-Present  Vince-Present  Amanda-Present  Michael-Present  Abby-Present</p>	
<p><b>CALL TO ORDER</b> 5:00pm</p>		<p>5:05</p>	<p>2</p>
<p><b>AGENDA ITEM</b></p> <p><b>PURPOSE</b></p> <p><b>(STANDING AGENDA BOLD)</b></p>	<p><b>ACTION</b></p>	<p><b>WHO</b></p>	<p><b>TIM E</b></p>
<p><u>Approve Agenda &amp; Previous Meeting Minutes</u>  <b>Approve Proposed Agenda</b>  <b>Approve Previous Meeting Minutes</b> from 1/13/21</p>	<p>Approval  Board members  <b>Motion to approve proposed agenda</b>  Vince-Motion to Approve, aye  Mike-2nd, aye  Erin-Aye  Abby-Aye  Kati-Aye</p> <p><b>Motion to approve previous meeting minutes</b></p>		<p>5</p>

	<p>Vince-Motion, aye  Mike-2nd, aye  Abby-Aye  Kati-Aye  Erin-Aye</p>		
<p><u>Public Comment</u> Community input:</p> <p><u>Budget / Financials</u>  <b>Review Summary Financials</b>  <b>Budget Updates</b>  <i>Approve Revised Budget</i>  <i>Approve Check Register</i>  <i>Approve Journal Entries</i>  <b>Update Cash Flows</b>  <b>Update Bank Reconciliation</b>  <b>Update Uncashed Checks</b>  <b>Preliminary projected budget 2021-22</b>  --Review of supplementary funding</p>	<p>Public Comment  Tu Nguyen- Is there a program or curriculum NEw City uses for it's equity and inclusiveness program? Other schools have asked about resources they could lean in on. Vet and approve the financial report. Todd will send over some information tomorrow but we don't use a specific curriculum.</p> <p>Budget:  General fund has no significant changes  Draft budget review, approval will happen in June. Draft Budget assumes enrollment of 340, +3 teachers and a teacher of student learning. Includes a proposal for taking over the new bus routing. Draft assumes we are going away from the summer food to nutrition program next school year.  SR2 &amp; SR1 funds: SR1 was from covid Cares act and SR2 is similar and we have broad discretion for use of funds to continue to provide services. SR3 is similar but 20% must be used on learning recovery (after school, summer school, etc).  21-22 budget draft does not yet include any changes to lease for the remodel.</p> <p>Fund balance policy requires that if our balance falls below 20%, we have to approve the budget by majority and declare a temporary emergency on the balance.  Clarification that we're hiring K, 5, 6 and</p>	<p>Jackie Paradis,  accountant &amp;  Board members</p>	<p>30</p>

	<p>PE(not a new position but is a new hire).  Between these funds would we be able to offset some of the deficit below 20%?  Broad language to use funds to maintain operation and continue services so there is flexibility.  We're in a recovery period from an enrollment dip but are on track to the enrollment plan. Will we cap Kindergarten, or consider fielding a 3rd class? Thinking about the students who delayed a year due to the pandemic.  Enrollment comparison reviewed so we can compare monthly enrollment averages to plan. We're right on budget based on March numbers.</p> <p><b>Approval required on check register</b>  Vince-Motion, Aye  Mike-2nd, Aye  Abby-Aye  Kati-Aye  Erin-Aye  Amanda-Aye</p> <p><b>Approval on Journal Entries</b>  Vince-Motion, Aye  Mike-2nd, Aye  Abby-Aye  Kati-Aye  Erin-Aye  Amanda-Aye  Jackie: Cash flow information, Jan-March bank records and outstanding checks make up the rest of the financial package.</p>		
<p><u>New City Vision Highlight</u>  • Expedition development initiative</p>	<p>Todd/Abby:Creating expeditionary experiences and developing modules aligned to EL Education models in all grades. Approaches learning</p>	<p>Board members</p>	<p>10</p>

	<p>through integrating topics and building strategic ways to match up the learning modules and topics to teach through an experience. Today we use a curriculum, so this will help beef that up with a more strategic lens. Helps students bring topics into their everyday life. 5th grade has a module on immigration, which we can then translate directly into what's happening here in our NE &amp; MPLS community.</p>		
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- Financial and budget oversight; , accountability, and quality systems.
- Oversight of essential compliance

Kati-Motion, Aye  
 Erin-Aye  
 Amanda- Aye

**Approve Renewal of Employee Benefits Insurance Network**

Vince- motion, Aye  
 Mike- Aye  
 Abby-Aye  
 Kati-2nd, Aye  
 Erin-Aye  
 Amanda- Aye

**Approve and Vendor or Service Contracts**

REcommendation that as vendor services come up that we take a look at the programs, from a cost and diversity perspective to review the plan and identify and review options. Or create a list of standard questions about their organizations gender and equity diversity.

Vince- Aye  
 Mike- Aye  
 Abby-Aye  
 Kati- approve, Aye  
 Erin-Aye  
 Amanda- Motion,Aye

Executive director evaluation survey results:

Abby: survey went out in february and we gave 2 months and have a 53% response from families, and 24 staff members responded.

**Review Executive Director Evaluation**

Review results & Todd shared goals for upcoming year.

**Review of State of the School--Heads, Hands, Hearts**

Todd: Virtual event, was the 2nd year of the concept. Ask to the board on the effectiveness

	<p>Notes: More communication about the event would have been helpful Attendance higher than previous years</p> <p><b>“Adopt a Budget” board training from the Charter knowledge</b></p>		
<p><u>Board Committees Report</u> -Wellness Committee (Kati, Michael, Todd, Arch) -Policy Committee – Report (Vince, Andrew) -Finance Committee – Report (Jackie &amp; Todd)</p>	<p>Wellness committee: Michael-first meeting, reviewed purpose and next steps. Next meeting is May 6 to discuss program and curriculum options. Policy committee: Vince-no new policies or updates Todd-no special finance committee meetings.</p>	<p>Board Committee members</p>	<p>10</p>

<p>-ExecutiveDirectorEvaluation Committee—(Abby,Kati,Todd) -LeaseCommittee—Vince,Kati,Mike,Todd</p> <p>AdvisoryCommittees: -Equitable Teacher Pay&amp;RecruitmentCommittee (Amanda,Erin,Andrew,Kati,Vince,Michael, Todd,??) -TransitionAdvisoryCommittee(Mike,Kati,Todd plusstaffandparentreps. SeeDirector’sreport)</p>	<p>Exec Director Eval: Kati-up to date and reviewed this year’s results in this meeting Lease: Todd-current lease extension ends June 30 and new plan is to have a 10 year lease but that’s linked to the building addition with Grace. Update is that financing is done and construction company selected but construction wouldn’t be able to start until fall. We’re poised for a 10 year lease and could write an additional 1 year extension if we need to manage around the building project. Todd to review with ATorney, and push for follow up in 1 month to discuss contingencies in Mid-May to plan decision by end of May.</p> <p>Advisory Committee Transition advisory committee: updates in the director report ETPRC: Need to get our next appointment on the calendars. Focus on some recruiting efforts, vendors and other school efforts.</p>		
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<p><u>Director's Report</u></p> <ul style="list-style-type: none"> <li>● Update on in-person and distance-learning implementation.</li> <li>● Update on MCA III testing</li> <li>● Enrollment and Budget Update</li> <li>● Busing/School start and end time</li> <li>● Staffing Update</li> <li>● Facilities Update <ul style="list-style-type: none"> <li>○ Contractor chosen by Grace <ul style="list-style-type: none"> <li>■ Anticipate fall construction start</li> </ul> </li> </ul> </li> </ul>	<p>Note: will swap directors report and committee updates on next month's agenda since the topics overlap</p> <p>Todd:</p> <p>-We have had to quarantine several classes this week following positive covid tests.</p> <p>-MCA III testing starts next week and we have plans for remote students to come into the building so we have a plan for them to be separated.</p> <p>-Thank you for the message on Duante Wright and just ask what resources we'll have available for students.</p> <p>Question: plans for active shooter training?</p>	<p>Director</p>	<p>10</p>
<p><u>Gift &amp; Donations &amp; Fundraising</u></p> <p><b>Approve Gifts &amp; Donations</b></p> <p><u>Board Mtg Calendar 2020-21</u></p> <ul style="list-style-type: none"> <li>● September 16</li> <li>● November 11</li> <li>● January 13</li> <li>● April 14</li> <li>● June 2</li> </ul>	<p>No gifts or donations to report</p> <p>Adjourn</p> <p>Vince- Motion, Aye</p> <p>Mike- Aye</p> <p>Abby- Aye</p> <p>Kati- 2nd, Aye</p> <p>Erin- Aye</p> <p>Amanda- Motion, Aye</p>	<p>Board and Director</p>	<p>2</p>