



NEW HEIGHTS SCHOOLS, INC.
614 W. MULBERRY STREET, STILLWATER, MN 55082

Phone: 651-439-1962
Fax: 651-439-0716

Board of Directors Meeting

Wednesday, March 4, 2020

New Heights School – Room 105

4:00 - 5:30 p.m.

MINUTES

I. Opening of Meeting and Call to Order

President Sam Taylor called the meeting to order at 3:58 p.m.

a. Attendance:

Board of Directors

Lorraine Busta P

Jen Geil P

Christie Hogan P

Mike Stahlmann P

Sam Taylor P

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors

Jeanelle Kummer

b. Welcome New Members/Guests/Visitors

President Sam Taylor welcomed all those present.

II. Review of Agenda & Minutes

a. Review Agenda

The agenda was reviewed with no changes recommended.

b. Approval of the January 22, 2020 Meeting Minutes (action)

On motion by Lorraine seconded by Sam with all present voting yes, motion passed to approve the Board of Directors minutes of January 22, 2020 as presented.

c. Approval of the February 5, 2020 Work Session Meeting Minutes (action)

On motion by Lorraine seconded by Jen with all present voting yes, motion passed to approve the Board of Directors Work Session minutes of February 5, 2020 as presented.

III. Financial Report

a. Financial Review (Action)

Lindsay presented and answered questions on the January 2020 Check Register report from the SmartBoard (available on common drive).

On motion by Lorraine seconded by Christie with all present voting yes, motion passed to approve the Check Register as presented and corrected.

IV. Old Business

a. Board Goals 2019-20

- i. Research and gain the knowledge necessary by May 31, 2020 to create and implement a Five-year Strategic Plan.**

Sam discussed the progress of this sub-committee.

- ii. To explore niche possibilities within the local community which may redefine and enhance the core academic program for the purpose of increasing enrollment and arrive at a direction by February 2020.

Christie discussed the progress of this sub-committee.

- iii. Investigate the possibility of expanding programming such as E-Learning or a Pre-K program.
Lorraine discussed the progress of this sub-committee. Tom discussed the new authorizer is on board for helping us make an E-Learning option. Lorraine discussed various suppliers who could meet our goals.

V. New Business

a. School Choice Week event for January 20-24.

Tom discussed school choice week celebrated nationwide. The elementary did a bulletin board and the secondary We had a three-day week this year due to the weather. The secondary students created a school wide video and will view their results during this week. The Art and English classes created puns and made a magazine for distribution.

b. School Calendar 2020-2021

Tom reported that the ISD #834 did not make any changes and our calendar is good.

VI. Policy Review (action)

a. Policy Revisions for Approval

i. #214- Out-of-State Travel by School Board Members (Sam)

Christie led a discussion reviewing this document and recommended changes.

On motion by Sam seconded by Lorraine with all present voting yes, motion passed to approve the Policy #214- Out-of-State Travel by School Board Members as recommended.

ii. #616- School District System Accountability (Christie)

Christie gave us an update and we agreed to table this until the April meeting.

iii. #413- Harassment and Violence (Jen)

Lorraine led a discussion reviewing this document and recommended changes.

On motion by Jen seconded by Lorraine with all present voting yes, motion passed to approve the Policy #603- Curriculum Development as recommended.

iv. #533- Wellness Policy (Sam)

Sam led a discussion reviewing this document and recommended changes.

On motion by Sam seconded by Christie with all present voting yes, motion passed to approve the Policy #533- Wellness Policy as recommended.

b. Assign Policies for March

i. #507- Corporal Punishment

Lorraine led a discussion on this policy. Christie agreed to review this policy.

ii. #514- Bullying Prohibition

Lorraine led a discussion on this policy. Jen agreed to review this policy.

VII. Administrator's Report

Tom Kearney gave a report on the state of the school including the following:

- **Cleaning Service:** Tom discussed the progress of our cleaning service. He reduced their responsibilities which saved around \$480.00 a month.
- **Enrollment:** Tom reported the following: Our current enrollment is 101. We had 21 new enrollments since school opened and 18 dropped. Of those who left 6 moved; 2 simple choice, 3 for mental health and 7 left under guidance because of severe behavior. Attendance is at 92.47% and the ADM is currently 102.26.
- **Referrals:** So far this year we had 126 total referrals: 47 for Defiance; 22 for Disrespect and 11 for Physical aggression (no injury). By Teacher: One teacher wrote 47, 2 wrote 18, 3 wrote 14 and 4 wrote 8. By Grade: 22 7th grade, 40 8th grade, 19 9th grade and 17 10th grade. Friday's have the least referrals and Wednesday's are the highest.
- **Building:** Tom discussed the progress of the construction in the basement. They cut a hole and found the correction needed. We were billed \$7,000.00 per the original quote. Tom reviewed the repair quote and noticed the note for time and material. They revisited their bill and ended up charging us just under \$3,000.00.
- **Playground:** This project is moving forward. Tom meet with the Stillwater Parks and Recreation Committee to request additional funding. There was enthusiasm and the recommendation will be moved forward to the City Council. Tom received a call from a Star Tribune reporter who grew up in this neighborhood. He is interested in doing a story on this project.
- **Health Insurance:** We have the best program available which is often called the Cadillac Plan. He worked with our agent who represents the insurance pool. Our current plan, July 1 – June 30, has a deductible year which starts January 1. This was never really made clear. Tom received a cold call from a competitor and has now signed over to a Public Employee Insurance Program (PEIP). MACS has endorsed PEIP. One of our requirements would be to make the deductible year be the same as the plan year.
- **Staffing:** Tom will be dealing with staff changes for next year.
- **Culver's:** Tom led a discussion on how this fund raiser is working and is considering changes for next year. Panera, Wendy's, and Chipotle were discussed as possible fund raisers for next year.

VIII. Receive Donations

On behalf of the NHS School Board President Sam Taylor thanked the following contributors:

- \$50.00 Briggs Family for Secondary Field Trips
- \$10.00 Brossart/Warrington Family for Secondary Field Trips
- \$10 Bell Family for Secondary Field Trips
- \$10 Heying Family for Secondary Field Trips
- \$10 Martin/Ulrick Family for Secondary Field Trips

IX. Other (not to exceed 5 minutes)

Tom discussed the death of a former student. The parent requested using our gym for the celebration of life space. Tom contacted the Banquet hall where we have our graduations to see if they could open it for us. They only charged the family \$100.00. There was an overwhelming number of people in attendance. Our little school has a very strong fabric that remains long after our students graduate.

X. Set Agenda for February Meeting

a. Date & Time (*March 18, 4:00pm*)

b. Agenda

- i. Financial Review.
- ii. Committee Update on Board Goals
- iii. Review #616- School District System Accountability (Christie) (April)
- iv. Review March Policies (see above).
- v. Assign April Policies: #206- Public Participation & Complaints in Board Meetings, #410- Family and Medical Leave (& 410.1) and #609- Religion

Sam led a discussion on next month's agenda as shown above.

XI. Adjournment

On the motion by Lorraine seconded by Christie with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 5:07 pm.

Next Meeting

The next Board of Directors meeting will be on Wednesday, March 18 in Room 105 at 4:00pm. in Room 105 at 4:00.