



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

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

Annual Board of Directors Meeting

Tuesday, May 24th, 2022
4:00 p.m. - 4:30 p.m.

MINUTES

I. Opening of Meeting and Call to Order

Board Chair Sam Taylor called the meeting to order at 4:13 p.m.

a. Attendance:

Board of Directors

Lorraine Busta P
Katy Chamberland P
Christie Hogan Abs.
Mike Stahlmann Abs.

Sam Taylor P
Jennifer VanDyke P
Jodi Wegge Abs.

Ex-Officio

Tom Kearney (Principal/Superintendent)
Lindsay Berberich (Bookkeeper)

Visitors

b. Welcome New Members/Guests/Visitors

Board Chair Sam Taylor welcomed all those present.

II. End of Year Report

a. Administrator's Report

Mr. Kearney gave a report on the state of the school.

*He discussed: **Year 2021-22***

- **School Year:** Things to work on for next year: attendance, respect, student engagement, timely work completion, appropriateness for school, and cell phones.
- **Attendance:** 134 students enrolled this year. Our current ADM is 116, our budget utilized a projected ADM 111. The current attendance rate is: 86.93%. Many of the drops from this year were due to mental health.
- **Budget/Staffing:** One person has verbally resigned, two more are looking, health office. We are also looking for a part-time social studies and part-time ELA teacher funded by ESSER III.
- **Enrollment:** Looks to be strong for the next year. There have been many enrollment meetings this spring for next year.
- **Graduation:** Five out of five seniors are graduating this year! The graduation ceremony will be held on Wednesday, June 1st at the Stillwater Library.
- **Head Start:** They are almost ready to sign the contract. The prospective move in date is July 1st.

b. Board of Directors Report

Sam Taylor, our Board Chair, reviewed the following board goals for 2021-22. She presented and discussed the following:

New Heights School Board of Directors

<p>Support the brand awareness committee by monthly tracking and monitoring social media involvement, community engagement and similar activities.</p> <p><i>The staff at New Heights worked diligently to post more and track and report data to the Board of Directors.</i></p> <p>Goal met </p>	<p>Monitor and assess the schools progress towards meeting the authorizer contract goals on a quarterly basis to determine appropriate responses and actions.</p> <p><i>Due to reduced testing during the last two academic years during the pandemic, not all of the required data is available. The goals were regularly reviewed and progress was made towards achieving them.</i></p> <p>Goal met </p>
<p>Develop an outline for a five-year strategic plan by December 2021 and finalize the plan by December 2022 with the intent to implement in 2023 school year. <i>Significant work and guidance is required. Current board members have limited experience with this type of initiative. Consider outside resources for a 5YP.</i></p> <p>Goal not met </p>	
<p>2021 - 2022</p>	

c. Financial Report

The New Heights School, Statement of Activities FY 21-22 Financial Report, was distributed and shown live during the meeting. Lindsay Berberich led the discussion and included:

- *This report is from 7/1/21 – 3/31/22*
- *The year-end estimate for the ADM is 111 students instead of the projected 116.*
- *Gas prices have risen significantly causing an increase in the necessary spending under the building category.*
- *Our state SPED funding is projected to be less than budgeted.*
- *Building expenses over the budget: some expenses in paid for by ESSER funds and fall under this category although they weren't originally budgeted. Yale Mechanical and boiler expenses along with the water heater repair could not be predicted.*
- *There is a request to see the federal funds separately to see the funding from the special items.*

III. Transition of Business

a. Designation of Depository

The First State Bank and Trust in Bayport is our current depository site and was suggested to remain the same. Mr. Kearney discussed our positive ongoing relationship with this establishment ever since the school opened. We are not out to get better interest rates. We did not need to increase our line of credit this year.

Sam made a motion to designate the First State Bank and Trust located at 950 North Highway 95, Bayport Minnesota as our depository site; Lorraine seconded the motion; no further discussion held. Motion carried.

b. Amendment to the Bylaws

Tom presented a suggestion about an amendment to the bylaws which maximizes our opportunities to support our board election. This would adjust the necessity to hold an annual meeting. We would designate an annual election without the use of the annual meeting. This amendment has been suggested by the lawyer in order to ensure that we remain in compliance with state statutes and charter school law.

Lorraine made a motion to Amend the Bylaws as presented; Sam seconded the motion; no further discussion held. Motion carried.

IV. Election of Board Directors

- a.** *Lindsay reported that Stephanie Kocer (Bagwell) was elected to the board of directors. Board Chair Sam Taylor congratulated the winner.*

V. Adjournment

On the motion by Lorraine seconded by Jen with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 4:35 p.m.

Next Meeting

The next Board of Directors meeting will be on Tuesday, June 14, 2022 at 9:00 a.m.