



BOARD OF DIRECTORS MEETING  
*Wednesday, October 8, 2025*  
New Heights School Room 105  
3:30pm - 5:00pm

MINUTES

I. Opening of Meeting/Call to Order

Board Chair Stephanie Bagwell called the meeting to order at 3:28pm.

A. Attendance

Board of Directors:

Stephanie Bagwell \_\_X\_\_

Angie Bohnert \_\_X\_\_

Sofie Engebretson \_\_X\_\_

Cressida (CJ) Silver \_\_X\_\_

Rikk Sorenson \_\_X\_\_

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors:

Karl Jentoft, Sean Elder (TenSquare)

B. Welcome Guests/Visitors

Board Chair Stephanie Bagwell welcomed those present.

II. Review of Agenda and Minutes (action)

A. Review Agenda and Conflict of Interest

The agenda was reviewed with no changes recommended. A roll call was completed to see if anyone had a conflict of interest with the Agenda items. Votes are as follows: Stephanie- no, Sofie- no, Rikk- no, Angie- no, CJ- no.

B. Approval of the [September 10, 2025 Minutes](#)

On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the Board of Directors' minutes from September 10, 2025.

III. Financial Report (action)

A. Financial Review

Lindsay presented and answered questions on the September 2025 Check Register Report (available on the Board of Directors shared drive)

On a motion by Angie, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the Check Register as presented.

IV. Old Business (action)

A. Authorizer Goal Review

Goal 1: FastBridge Reading

Goal 2: MCA Reading

Goal 3: MCA Math

Goal 4: MCA Science

Goal 5: Graduation

Fall FastBridge testing complete. Capti test administered to kids in grades 4-12 that were considered "high risk" on FastBridge.

B. [2025-26 Board Goals](#) Review

Goal 1: Fundraising

Goal 2: Policy Manual

Goal 3: Crisis Management

Goal 4: Develop plan to purchase building

*Goal 1: Working with parents and revising/developing letters to send to businesses. Go Fund Me used for elementary field trip. Parents being involved for middle school dance. Include funding/donation info in Newsletter?*

*Goal 2: Ongoing.*

*Goal 3: Tom reviewing and editing. Also editing as part of policy review today.*

*Goal 4: Presentation today from potential municipal advisors. Next step is to write the RFP and select an advisor.*

## **V. New Business (information/action)**

### **A. Annual Report Review and Approval**

*Tom and Lindsay presented the Annual Report (will be available on the school website).*

*On a motion by CJ, seconded by Steph, with no discussion and all present voting yes, motion passed to approve the Annual Report.*

### **B. Building Acquisition Presentation**

*TenSquare is a company that, among other things, helps charter schools with facilities projects.*

- *Development advisor or municipal advisor (licensed with SEC).*
- *Purchasing the building could reduce our lease cost by \$25-35k*
- *Would use an Affiliated Building Company (has one member- the school board)*
- *TenSquare would help with the entire process- analyze financing and values, analyze types of funding, help secure it, etc.*
- *Potential next steps: Establish an Affiliated Building Company, Issue an RFP for municipal advisor services (published and circulated, get bids), select the advisor, then pursue the purchase of the facility.*
- *Estimated cost to use TenSquare would be around \$75k. Small monthly fee, then the rest is covered through the purchase agreement. Could pass a reimbursement exemption so all costs are covered/financed (not coming out of operating costs).*
- *After the RFP process, 60-120 day process.*
- *MDE Review and comment takes the most time*

*On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve Tom Kearney and Lindsay Berberich as the Identified Officials with Authority for NHS.*

## **VI. Policy Review (action)**

### **A. Policy Revisions for Approval**

1. [#414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse](#) - CJ  
*CJ led a discussion on this policy and recommended no changes.  
On a motion by CJ, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve Policy #414 as presented.*
2. [#806 - Crisis Management](#) - Rikk  
*Rikk led a discussion on this policy and recommended changes based on redlines/model policy.  
On a motion by Rikk, seconded by Steph, with no discussion and all present voting yes, motion passed to approve Policy #806 as presented.*
3. [#516 - Student Medication](#) - Sofie  
*Sofie led a discussion on this policy and recommended changes based on redlines/model policy.  
On a motion by Sofie, seconded by Angie, with no discussion and all present voting yes, motion passed to approve Policy #516 as presented.*
4. [#608 - Instructional Services: Special Education](#) - Angie  
*Angie led a discussion on this policy and recommended changes based on redlines/model policy.  
On a motion by Angie, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve Policy #608 as presented.*
5. [#603 - Curriculum Development](#) - Steph  
*Steph led a discussion on this policy. It had major changes, based on new statutes. Need to develop committees based on this policy.*

*On a motion by Steph, seconded by CJ, with no discussion and all present voting yes, motion passed to approve Policy #603 as presented.*

B. Assign Policies for November:

1. [#522 - Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process](#) - Steph
2. [#102 - Equal Educational Opportunity](#) - CJ

**VII. Administrator's Report**

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

- *Enrollment is 100, which is a little light. Several families left for homeschool the week before school started. More interest within the last week.*
- *Attendance: 92.23%. 3 students have more than 10 absences.*
- *Discipline Referrals: 10 total. 7 students have gotten referrals- all boys. Nobody standing out as a major problem.*
- *Staffing: Family leave situation coming up- got a sub but are rearranging current staff to cover based on staff skill areas. Tom having hip replacement surgery on 10/20, will be out at least 1 week.*

**VIII. Receive Donations**

*\$200 from Kaehler Family*

*\$100 from Dennis Johnson (Sofie's dad)*

*\$245.80 from various donors through GoFundMe*

*Board chair Stephanie Bagwell thanked all for their donations!*

**IX. Other**

*None*

**X. Set Agenda for Next Meeting (November)**

- *Review Agenda and Minutes*
- *Financial Review*
- *Authorizer Goal Review*
- *Board Goals Review*
- *WBWF/CACR*
- *Policy Reviews: #522 and #102*
- *Assign Policies for December: #722*
- *Administrator's Report*
- *Receive Donations*
- *Other*
- *Set Agenda for next meeting*

**XI. Adjournment**

*On a motion by Angie, seconded by Rikk, the meeting was adjourned at 4:56pm.*

**Next Meeting:**

*The next Board of Directors Meeting will be on Wednesday, November 12, at 3:30pm in Room 105.*

**Mission: To inspire and challenge each individual to reach his or her full potential.**

If you cannot attend the meeting please call Angie Bohnert, (651) 439-1962 [abohnert@newheightsschool.org](mailto:abohnert@newheightsschool.org)