



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

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Board of Directors Meeting

Tuesday, February 16, 2021

Google Meet's Meeting

Phone ID: +1 803-592-0580 Pin: 966 684 009#

4:00p.m. -5:30 p.m.

MINUTES

I. Opening of Meeting and Call to Order

Board Chair Sam Taylor called the meeting to order at 4:02 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

(no visitors)

b. Welcome New Members/Guests/Visitors

Board Chair Sam Taylor welcomed all those present.

II. Review of Agenda & Minutes

a. Review Agenda & 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: Mike – no, Christie – no, Jen- no, Lorraine - no, Sam – no.

b. Approval of the January 14, 2021 Meeting Minutes (action)

On motion by Sam seconded by Christie with all present voting yes, motion passed to approve the Board of Directors minutes of January 14, 2021 as presented. Votes are as follows: Mike– yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

III. Financial Report

a. Financial Review (Action)

Lindsay presented and answered questions on the January 2021 Check Register report (available on common drive).

On motion by Lorraine seconded by Sam with all present voting yes, motion passed to approve the Check Register as presented. Votes are as follows: Mike – yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

IV. Old Business

a. Board Goals for 2020-21

- i.** To appropriately increase the school's level of social media engagement for the purpose of increasing exposure of the school to gain enrollment and community support by June 2021.
Sam led a discussion on the progress of this goal using the shared drive.
- ii.** Closely monitor and assess the schools progress towards meeting the authorizer contract goals and determine appropriate responses and corrective action.
Christie led a discussion on the Authorizer goals. Sam indicated these will improve as the school has greater in-school attendance.
- iii.** Develop an outline for Five-year strategic plan by December 31,2020 and finalize plan by May 31, 2021 with intent to implement in 2021-2022 school year.
Sam led a discussion on this goal. Lorraine referenced documentation recommendations from the MACS website. These are listed in the shared drive.
- iv.** Determine the viability of different models of pre-K programming for the school and select a plan by June 1, 2021.
Sam led a discussion on this goal. Tom indicated Head Start is still interested and he will keep us informed.

V. New Business

a. School Choice Week (January 24 – January 30)

Tom led a discussion on how we celebrated School Choice Week during Covid-19. We received rubber yellow celebratory wrist bands this year. Sam discussed how her on-line Jackbox game went. She worked with Emma Cotner to co-host the game. Grades 6-9 were online in the morning and 10-12 in afternoon. Christie was the only teacher to have students in school during this week. She had her students work on art projects and posted them on the hallway bulletin boards.

b. School Calendar 2021-2022

Tom discussed the ISD 834 School Calendar for 2021-2022. He recommended changes to their calendar and approval of ours as discussed.

On motion by Sam seconded by Lorraine with all present voting yes, motion passed to approve the NHS School Calendar for 2021-2022 as presented. Votes are as follows: Mike – yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

c. Fundraiser Opportunity

Lorraine discussed pursuing a fundraiser opportunity for next year utilizing Soup sales. Tom discussed the difficulty getting our students in the past to participate in fundraisers. Lorraine will pursue this opportunity. This could be mostly a social media opportunity. She will keep us informed.

VI. Policy Review (action)

a. Policy Revisions for Approval

- i.** #413- Harassment and Violence (Jen)
Jen led a discussion reviewing this document and recommended tabling this policy until our next meeting.
- ii.** #709- Student Transportation Safety (Christie)
Lorraine led a discussion reviewing this document and recommended changes.

On motion by Christie seconded by Sam with all present voting yes, motion passed to adopt the Policy #709- Student Transportation Safety Policy as presented. Votes are as follows:

Mike – yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

iii. Telemedicine Policy

Lorraine led a discussion reviewing this document. MSBA does not recommend having this policy as it is already within the Special Education procedures. Sam recommended someone check with the MN Guild for a recommendation. Lorraine will report back next meeting.

b. Policies for March

i. #514- Bullying Prohibition

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

VII. Administrator's Report

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

- ***Student Statistics:*** *We currently have 114 students enrolled with a budget of 106 and an estimated ADM just over 108. We have added 12 students and dropped one. Our attendance is currently at 94.03%. If we assume for every student over our projected ADM of 106 we would receive approximately \$10K.*
Tom has initiated academic awards for the 1st quarter: Principals Award given to 11 students with all A's, Honor Roll given to 12 students with grade point average of 3.5 or above and Honorable Mention given to 8 students with grade point average of 3.0 or higher.
- ***Covid-19 Updates:*** *The Governor originally allotted only two (2) vaccinations for all of our teachers. Shortly thereafter we were given additional 10 vaccinations which were relocated. Currently every teacher who wanted the vaccines were given them. We have also been given Covid-19 testing kits but are not required to use them. If any of our teachers are traveling outstate, it recommended that they be quarantined for two weeks.*
- ***Staffing:*** *(see below under Other)*
- ***Funding:*** *Tom discussed looking into receiving a 55k quote for air purifiers to combat Covid-19. They are portable units that will be used in each classroom. They are on wheels and very portable. The filters are around \$300 each and last between two and three years.*
- ***Chromebooks:*** *Tom discussed looking into loss/damage of these devices. He discussed this with other schools. Some have insurance for loss/damage and other schools simply budget funds for loss or replacement.*

VIII. Receive Donations

(no donations reported)

IX. Other (not to exceed 5 minutes)

a. Staffing

Tom discussed not accepting a written resignation he received without notice from our English Teacher. He led the discussion and ramification of not accepting this resignation. We all agreed to bring this up at our next meeting.

Tom discussed accepting the application for Stephanie Kocer as the Secondary English Teacher. This is a non-license teacher who is working on getting licensed. This is a candidate who is working on a second career.

On motion by Lorraine seconded by Jen with all present voting yes, motion passed to approve the recommendation of our principal to hire Stephanie Kocer as the Secondary English Teacher. Votes are as follows: Mike – yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

X. Set Agenda for Next Meeting

a. Date & Time (*March 16, 4:00pm Google Meet*)

b. Agenda/Responsibilities

- i. Financial Review (Lindsay)*
- ii. Board Goals (Sam)*
- iv. Present/Review ##413- Harassment and Violence (Jen)*
- iii. Present/Review #514- Bullying Prohibition (Sam)*
- iv. Contact the MN Guild for recommendation on Telemedicine policy. (Lorraine)*
- v. Letter of Resignation*
- vi. Administrators Report (Tom)*
- vii. Assign April Policies: #103- Complaints – Students, Employees, Parents, Other Persons, #410- Family and Medical Leave (& 410.1) and #504- Student Dress and Appearance (& 504b)*

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 5:42 pm. Votes are as follows: Mike – yes, Jen- yes, Lorraine - yes, Sam – yes.

Next Meetings

*The next Board of Directors meeting will be on Tuesday, March 16 at 4:00 pm via Google Meet
Phone ID: +1 225-522-1105 Pin: 978 303 143#.*