



Board of Directors Meeting

Tuesday, August 16, 2022

Room 205

9:00a.m. - 10:30 a.m.

MINUTES

I. Opening of Meeting and Call to Order

Board Chair Sam Taylor called the meeting to order at 9:08 a.m.

a. Attendance:

Board of Directors

Stephanie Bagwell P

Gidget Bell A

Christie Hogan P

Katy Johnson P

Sam Taylor P

Jennifer VanDyke P

Ex-Officio

Tom Kearney (Principal/Superintendent)

Visitors

(no visitors)

b. Welcome New Members/Guests/Visitors

Board Chair Sam Taylor welcomed all those present. There were no guests 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: Stephanie–no, Gidget–absent, Christie–no, Katy–no, Sam–no, Jennifer–no.

b. Approval of the July 12, 2022 Meeting Minutes (action)

On motion by Sam seconded by Jen with all present voting yes, motion passed to approve the Board of Directors minutes of July 12, 2022 as presented.

III. Financial Report

a. Financial Review (Action)

Katy presented and answered questions on the July 2022 Check Register report (available on the Board of Directors Shared drive). She also stated that the annual audit is still in process and the results will be shared when they are received.

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

IV. Old Business

a. Board Member Oath

This was tabled due to the absence of Gidget Bell.

b. Board Goals 2022-23 (Approved Goals below)

- i. Continue to closely monitor, assess and maintain a record of the school's progress (monthly) towards meeting each of the authorizer contract goals.
- ii. Develop a draft for a five-year strategic plan by May of 2023.
- iii. Develop a plan to increase school enrollment by 10 students each year over the course of the next 5 years from 115 in the fall of 2022 to 165 in the spring of 2027 by May of 2023.
- iv. Explore and initiate the steps for the NHS building and grounds affiliated building company to acquire the property from CSDC by July 1 of 2025.

Sam led a discussion on our board goals for 2022-23. Tom reviewed the goals submitted by the members for consolidation and wordsmithing last month.

Goal 1: The board discussed how the monitoring of the authorizer goals will be engaging the board members each month.

- *September: Elementary update based on spring data. (Christie)*
- *October 11, 2022-Goal 1 from last year (21-22); Goal 2 from last year (21-22), Goal 3 from last year (21-22), Goal 4 from the last 2 years (20-21, 21-22) - Annah*
- *November 15, 2022-Goal 5-attendance for current year (from front office)*
- *January 10, 2023-Goal 6-needs assessment from fall current year - Annah*
- *February 14 2023-Goal 5-attendance for current year (from front office)*
- *May 9 2023-Goal 5-attendance for current year (from front office)*
- *July 2023 date TBD-Goals 1-5 for current year - Annah*

Goal 2: This goal may require a committee to develop a well rounded draft

Goal 3: Recruiting and Retention plan: Head Start, community involvement, explanations about leaving/not enrolling. Ensuring that students got the support they needed when they were here. We need to find the students that would do well at our school.

Goal 4: This goal may also require a committee to make progress. This step would improve our school's financial status.

On motion by Christie seconded by Steph with all present voting yes, motion passed to approve the board goals for the 2022-2023 school year as presented.

V. New Business

a. Staffing Updates

Tom led a discussion on staffing for the 2022-2023 school year. There is still a need for a Science teacher or another secondary staff member. We have had zero applicants for this position.

Tom discussed the hiring of Deandra Purcell as our 4-5 Elementary Teacher and recommended her hire.

Tom discussed the hiring of Leigh DeRosier as our school health attendant and recommended her hire.

On motion by Katy seconded by Christie with all present voting yes, motion passed on the recommendation of our Principal Tom Kearney to approve the hiring of Deandra Purcell (4-5 Elementary Teacher).

On motion by Katy seconded by Christie with all present voting yes, motion passed on the recommendation of our Principal Tom Kearney to approve the hiring of Leigh DeRosier (Health Attendant).

VI. Policy Review (action)

a. Policy Revisions for Approval

i. #208 - Development, Adoption, and Implementation of Policies (Christie)

Christie led a discussion reviewing this document and recommended minor changes.

On motion by Christie seconded by Jen with all present voting yes, motion passed to approve the changes to the policy #208 - Development, Adoption, and Implementation of Policies as presented.

ii. #506 – Student Discipline (Jen)

Jen led a discussion reviewing this document and recommended changes.

On motion by Jen seconded by Sam with all present voting yes, motion passed to approve the changes to the policy #506 – Student Discipline as presented.

b. Policies for September

i. #419- Tobacco-Free Environment

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

ii. #801- Equal Access to School Facilities

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

iii. #524- Internet Acceptable Use and Safety

Christie led a discussion on this policy. Katy 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:** K-5: 29 students, 6-8: 23 students, 9-12: 60 students, Total current enrollment: 109 students. Enrollment conversations have changed from last year's conversations. Parents have not asked about Covid like they did in the past.
- **Building:** Head Start is here! Their room is set up and they have gotten ready to go. There have been several complications that we are working through.
- **CSDC:** Provided a \$5,000 security grant in order to support our school's safety. We are continuing to brainstorm ways to use this money.
- **Playground Update:** The playground has evolved and changed. There are some adjustments to the plan. These plans have been scaled back and the Saint Paul Foundation will be giving us \$50,000 towards our equipment. We are almost halfway to our goal for the adjusted playground. We will look into the possibility of utilizing SHIP money for the playground.
- **Covid Update:** The CDC has relaxed their recommendations. Some students are wearing masks for reasons not related to Covid. Masks have become a way to hide versus a way to protect from Covid. Positive test cases will have 5 days of quarantine. If students have symptoms, they will be

asked to stay home. Attendance will be less relaxed than last year. Close contacts to positive tests will not be quarantined and may be positive. Vaccinated and non-vaccinated students will be treated the same when it comes to quarantine.

- **Donations:** *Remind families about Amazon Smile to support our school. Give MN is coming up in November. We should promote this for our families and throughout our social media.*

VIII. Receive Donations

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

- *Andersen Windows \$90.00*
- *CSDC \$5,000 Security Grant*

IX. Other (not to exceed 5 minutes)

Board Chair Sam Taylor invited those present for input on non-agenda items. No new items discussed.

X. Set Agenda for Next Meeting

- a. *Date & Time (September 13, 4:00pm)*
- b. *Agenda/Responsibilities*
 - i. *Financial Review*
 - ii. *Year-end Audit Update*
 - iii. *Board Member Oath*
 1. *Elementary Data and Approach Update (Christie)*
 - iv. *Board Goals*
 - v. *Staffing Updates*
 - vi. *Designate Tom and Lindsay as Identified Official with Authority*
 - vii. *Establish the Administrative Review Committee (Chair, Board Member, & Community Member)*
 - viii. *Present/review: #419- Tobacco-Free Environment (Jen), #801- Equal Access to School Facilities (Sam) and #524- Internet Acceptable Use and Safety (Katy)*
 - ix. *Assign October Policies: #414- Mandated Reporting of Child Neglect or Physical or Sexual Abuse, #516- student Medication, #608- Instructional Services- Special Education and #806- Crisis Management Policy*

XI. Adjournment

On the motion by Katy seconded by Jen with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 10:41 am.

Next Meetings

The next Board of Directors meeting will be on Tuesday, September 13 at 4:00 pm in Room 205.