



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

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Board of Directors Meeting

Thursday, October 11, 2022

Room 205
4:00p.m. - 5:30 p.m.

MINUTES

I. Opening of Meeting and Call to Order

Board Assistant Secretary Christie Hogan welcomed all those present and called the meeting to order at 4:09 p.m.

a. Attendance:

Board of Directors

Stephanie Bagwell P

Gidget Bell P

Christie Hogan P

Katy Johnson P

Sam Taylor A

Jennifer VanDyke A

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors

Annah Massmann (School Counselor/DAC)

Emma Spicer (Secondary Math/DAC)

b. Welcome Members/Guests/Visitors

Board Assistant Secretary Christie Hogan welcomed all those present and called the meeting to order at 4:09 p.m.

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: Jennifer– absent, Christie – no, Steph- no, Gidget- no, Sam – no, Katy - no.

b. Approval of the September 13, 2022 Meeting Minutes (action)

On motion by Steph seconded by Christie with all present voting yes, motion passed to approve the Board of Directors minutes of September 13, 2022 as presented.

III. Financial Report

a. Financial Review (Action)

Lindsay presented and answered questions on the September 2022 Check Register and Wires report (available on Board of Directors Shared Drive).

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

b. Year-end Audit Update

No update at this time.

I. Old Business

a. Board Goals 2022-23

- i. Continue to closely monitor, assess and maintain a record of the school's progress (monthly) towards meeting each of the authorizer contract goals.

Authorizer Goal Focus: Results of Previous Goals (Annah)

[Accountability Goals 1-3 \(21-22\), Goal 4 \(20-21 & 21-22\)](#)

MCA data: keep in mind. No testing 2020 COVID

- *No testing 2020 COVID*
 - *2021 - not all students tested*
 - *2022 - more kids back, lots of students opted out*
 - [See slideshow from Annah and Emma for more information](#)
1. Accountability Goal 1 (FastBridge Reading)
 - This goal is based on Fall to Spring growth. Both Secondary and Elementary have taken the initial data point.
 2. Accountability Goal 2 (MCA Reading)
 - *decreasing the amount of students that do not meet or partially meet two consecutive years*
 - 2021 - 44% did not meet or partially meet (COVID- many opt outs) **met the goal**
 - 2022 - 66% did not meet or partially meet (still many opt outs) **met the goal**
 3. Accountability Goal 3 (MCA Math)
 - *decreasing the amount of students that do not meet or partially meet two consecutive years*
 - 2021 - 61% **met the goal**
 - 2022 - 85.7% **did not meet the goal**
 4. Accountability Goal 4 (Graduation Rate)
 - Looking like all students are on track to graduate.
 5. Accountability Goal 5 (Attendance)
 - 92.38% attendance rate as of today.
 6. Accountability Goal 6 (Parent/Student Surveys)
 - Annah has given the needs assessment to students, the data has not been analyzed yet.
 7. Accountability Goal 7 (Post-high school plan)
 - Annah is working with the students to account for this goal.
- ii. Develop a draft for a five-year strategic plan by May of 2023.
 - Committee: Katy, Steph, Tom
- 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.
 - Committee: Gidget, Christie, Tom
- 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.

II. New Business

a. Staffing Updates (Tom)

Nicole Johnson is a business education student that is working towards completing her student teaching.

On a motion by Katy seconded by Christie to accept Tom's recommendation to hire Nicole Johnson for the Full-time Business Education with all present voting yes, motion passed to approve the hire of Nicole Johnson for the 2nd through 4th quarter.

III. Policy Review (action)

a. Policy Revisions for Approval

i. #414- Mandated Reporting of Child Neglect or Physical or Sexual Abuse (Christie)
There were a lot of redline changes, Christie led a discussion reviewing this document and recommended changes but would like to table until next month.

ii. #516- Student Medication (Jen)
Jen was absent. This policy will be tabled until the next meeting.

iii. #608- Instructional Services- Special Education (Steph)
Steph led a discussion reviewing this document and recommended changes.

On motion by Steph seconded by Gidget with all present voting yes, motion passed to approve the Policy #608- Instructional Services- Special Education as presented.

iv. #806- Crisis Management Policy (Sam)
Sam was absent. This policy will be tabled until the next meeting.

b. Policies for November

i. #102- Equal Educational Opportunity (Gidget)
Christie led a discussion on this policy. Gidget agreed to review this policy.

ii. #522- Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process. (Steph)
Christie led a discussion on this policy. Steph agreed to review this policy.

IV. Administrator's Report

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

- **Student Statistics:** *The current attendance is: 92.38% Our budget ADM for this year is 116 and we are currently at 110 ADM. We have gotten 11 new students since the beginning of the year. There are 5 drops so far this year. The students that dropped were not within our control.*
- **Discipline:** *Younger students are causing problems. Middle schoolers are on the radar. Vaping is an issue that is being addressed. The older students are functioning well.*
- **Lunch Program:** *Getting lunches from Stillwater this year. This is working well for our school. Participation is up including students and staff members. The salad bar is being utilized with a good selection of fruits and vegetables.*

V. Receive Donations

\$300 - June Co. (Commercial - J Dokken)

\$43.46 - Amazon Smile

Christie Hogan thanked the donors for their donations.

VI. Other (not to exceed 5 minutes)

VII. Set Agenda for Next Meeting

a. Date & Time *(November 15, 4:00pm)*

b. Agenda/Responsibilities

i. Financial Review (Lindsay)

ii. Audit Update

iii. Board Goals

1. Authorizer Goal Update (Sam)

iv. World's Best Workforce Summary

v. Present/Review #414- Mandated Reporting of Child Neglect or Physical or Sexual Abuse (Christie)

vi. Present/Review #516- Student Medication (Jen)

vii. Present/Review #806- Crisis Management Policy (Sam)

viii. Present/Review #102- Equal Educational Opportunity (Gidget)

ix. Present/Review #522- Title IX Sex Nondiscrimination Policy, Greivance Procedure and Process (Steph)

x. Assign December Policies: none

VIII. Adjournment

On the motion by Katy seconded by Steph with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 4:56 pm.

Next Meeting

The next Board of Directors meeting will be on Tuesday, November 15 at 4:00 pm in Room 205.