



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

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Annual Board of Directors Meeting

Tuesday, May 25, 2021

Google Meet's Meeting

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

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 4:04 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

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 2020-21

- **School Year:** Managing COVID. Proud and impressed with the teachers. We were fortunate that we didn't have to battle sicknesses and substitutes throughout the pandemic.
- **Attendance:** We currently have 123 students enrolled and predict ending the year with an ADM of 111. The attendance rate is 92%.
- **Budget/Staffing:** We still have some things to figure out regarding Elementary staffing and how many teachers our student count will be able to support in Elementary. Mr. Kearney is currently interviewing for an Art Teacher position as well as a Special Education Teacher position.
- **Authorizer:** We have made good progress on our Authorizer goals with MN Guild. One of the big goals being a cleaner audit. We have made major headway on the fund balance this year due to a former relationship with the district, this year's budget of 106 and expected to end the year at 111 ADM as well as ESSER funds, a new source of funding we received during the pandemic.

b. Board of Directors Report

Sam Taylor our Board Chair reviewed the following board goals for 2020-21. She presented and discussed the following:

New Heights School Board of Directors

<p>To appropriately increase 10% 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</p> <p><i>The staff at New Heights worked diligently to post more and track and report data to the Board of Directors. Covid-19 presented a unique challenge as students were not consistently in the building.</i></p> <p style="text-align: center;">Goal met </p>	<p>Closely monitor and assess the schools progress towards meeting the authorizer contract goals & benchmarks and determine appropriate responses and corrective action.</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 style="text-align: center;">Goal met </p>
<p>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.</p> <p><i>Significant progress was made toward a 5 year strategic plan. Final plan may need to be completed in 2021-22.</i></p> <p style="text-align: center;">Goal partially met </p>	<p>Determine the viability of different models of pre-K programming for the school and select a plan by June 1, 2021.</p> <p><i>New Heights School is in the process of forming a relationship with the local Head Start program. They would be operating in leased spaces within the building.</i></p> <p style="text-align: center;">Goal met</p>
<p>2020 – 2021</p>	

c. Financial Report

The New Heights School, Statement of Activities FY 20-21 Financial Report, was distributed and shown live during the meeting. Lindsay Berberich led the discussion and included:

- *This report is from 7/1/20 – 4/30/21*
- *Title Expenditures are lower until we complete recodes at the end of the year.*
- *Fund 1 still has revenues to be received from the state and federal dollars to be requested.*
- *Specific expenditure categories such as admin are higher due to ESSER/GEER/CRF expenditures that we did not know we would be receiving funding for.*

- *Fund 2 – Lunch Program is always necessary to come out even, so we do more coding changes at the end of the year. This year we need to have a negative because our fund balance built up from prior years is too high, so we need to lower it. Overall Food Service revenues and expenditures will be lower this year due to the limited number of students in the building throughout the pandemic, free meals for all students and no ala carte sales.*
- *Graduation revenues will be under budget this year due to not being able to hold an in-person graduation ceremony. Non-Academic student activity expenditures are also below budget due to the graduation ceremony being virtual.*
- *Special ed expenditures on this report are reflecting low due to recoding from Special Ed purchased services that are adjusted at year end.*

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.

Mike made a motion to designate the First State Bank and Trust located at 950 North Highway 95, Bayport Minnesota as our depository site; Sam seconded the motion; no further discussion held. Motion carried. Votes are as follows: Mike – yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

IV. Election of Board Directors

Lindsay reported that Jodi Wegge, Jennifer Van Dyke and Katy Chamberland were elected to the board of directors. Board Chair Sam Taylor congratulated the winners.

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 4:24 p.m. Votes are as follows: Mike – yes, Christie – yes, Jen- yes, Lorraine - yes, Sam – yes.

Next Meeting

The next Board of Directors meeting will be on Google Meet, Tuesday, June 15, 2021 at 9:00 a.m.