



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

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**Board of Directors Meeting**

**Wednesday, January 22, 2020**

**New Heights School – Room 105**  
**4:00 - 5:30 p.m.**

**MINUTES**

**I. Opening of Meeting and Call to Order**

*President Sam Taylor called the meeting to order at 4:01 p.m.*

**a. Attendance:**

Board of Directors

Lorraine Busta   A  

Jen Geil   P  

Christie Hogan   P  

Mike Stahlmann   P  

Sam Taylor   P  

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors

Annah Massmann

**b. Welcome New Members/Guests/Visitors**

*President Sam Taylor welcomed all those present.*

**II. Review of Agenda & Minutes**

**a. Review Agenda**

*The agenda was reviewed with no changes recommended.*

**b. Approval of the December 18, 2019 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 December 18, 2019 as amended.*

**III. Financial Report**

**a. Financial Review (Action)**

*Lindsay presented and answered questions on the December 2019 Check Register report from the SmartBoard (available on common drive).*

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

**IV. Old Business**

**a. Board Goals 2019-20**

**i.** Research and gain the knowledge necessary by May 31, 2020 to create and implement a Five-year Strategic Plan.

*Sam discussed the progress of this sub-committee.*

- ii. To explore niche possibilities within the local community which may redefine and enhance the core academic program for the purpose of increasing enrollment and arrive at a direction by February 2020.

*Christie discussed the progress of this sub-committee.*

- iii. Investigate the possibility of expanding programming such as E-Learning or a Pre-K program.  
*Christie discussed the progress of this sub-committee. She discussed the option for "Mixed Delivery". Christie also discussed the result of a seminar she and Tom attended. We need to apply for grant money by the end of January 2020 to get funding for 2021.*

*We agreed to have a work session for goals on February 5<sup>th</sup> at 4:00.*

## V. New Business

- a. School Choice Week (January 26 – February 4)

*Anna Massmann discussed what secondary School Choice Week will be doing next week. They will pass out yellow school choice scarves. They will be decorating the homeroom door and compete for prizes.*

- b. School Calendar 2020-2021

*There were no changes to the ISD 834 school calendar, so we are keeping our calendar as approved last meeting.*

## VI. Policy Review (action)

- a. Policy Revisions for Approval

- i. #616- School District System Accountability (Christie)

*Christie led a discussion on this document which is loaded with a lot of changes. We all agreed to review this policy next month.*

- ii. #510- School Activities (Christie)

*Jen led a discussion reviewing this document and recommended changes.*

*On motion by Jen seconded by Christie with all present voting yes, motion passed to approve the Policy #510- School Activities as recommended.*

- iii. #533- Wellness (Sam)

*Sam led a discussion on this policy. Lorraine is still in a healing mode and Sam will take on this responsibility and review it next month.*

- b. Assign Policies for February

- i. #214- Out-of-State Travel by School Board Members

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

- ii. #413- Harassment and Violence

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

## VII. Administrator's Report

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

- **Building:** *Tom discussed plumbing issues in a classroom upstairs. Tom called the plumber in to make repairs. One wall will need to be demolished and a temporary wall installed. The estimated cost is around \$10,000.00. He will keep us informed as this progresses.*

- **Authorizer:** Tom discussed the progress of leaving our current authorizer and moving to Minnesota Office of Charter Authorizing (MOChA). We have the necessary papers signed from both Authorizers. The Commissioner of Education needs to approve the change. After everything is signed, we will be reviewing the contract for Board approval. Tom will keep us informed.
- **Panel Participant:** Tom will be on a panel at Stillwater High School gymnasium to represent all educators in the business district, which includes Charter and Private schools. This is scheduled on February 13.
- **Enrollment:** Tom reported the following: Our current enrollment is 101, We had 16 new enrollments since school opened and 12 drops. Of those who left 6 moved; 2 simple choice, 2 for behavior and 2 for mental illness. Attendance is at 93% and the ADM is currently 102.
- **Referrals:** So far this year we had 93 total referrals: 38 or 41% for Defiance; 16 or 17% for Disrespect and 8 or 9% for Language.

### VIII. Receive Donations

*There were no donations to acknowledge this month.*

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

- \$25.00 Cheryl Graham
- \$88.30 Box Tops
- \$303.63 Culver's Fundraiser (another scheduled on Feb. 12 from 5-7:00pm.)
- \$25.00 Kowalskis
- \$500 Busta Family

### IX. Other (not to exceed 5 minutes)

*Nothing new added.*

### X. Set Agenda for February Meeting

a. **Date & Time** (February 19, 4:00pm)

b. **Agenda**

- Financial Review.
- Committee Update on Board Goals
- Review January Policies: #616 (Christie) and #533 (Sam)
- Review February Policies (see above).
- Assign March Policies: #507- Corporal Punishment and #514- Bullying Prohibition

*Sam led a discussion on next month's agenda as shown above.*

### XI. Adjournment

*On the motion by Jen seconded by Christie with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 5:02 pm.*

### Next Meeting

*The next Board of Directors meeting will be on Wednesday, February 19 in Room 105 at 4:00pm. in Room 105 at 4:00. We are also having a working session on meeting our board goals on February 5 at 4:00 in the conference room.*