



BOARD OF DIRECTORS MEETING
Wednesday, April 16, 2025
New Heights School Room 205
4:00 p.m. - 5:30 p.m.

MINUTES

I. Opening of Meeting/Call to Order

Board Chair Stephanie Bagwell called the meeting to order at 4:04pm.

A. Attendance

Board of Directors:

Stephanie Bagwell __X__

Angie Bohnert __X__

Sofie Engebretson __X__

Jennifer Van Dyke __X__

Rikk Sorenson __X__

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors:

Nicole Graeve

B. Welcome Guests/Visitors

Board Chair Stephanie Bagwell welcomed those present.

II. Review of Agenda and Minutes (action)

A. Review Agenda and 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, Sofie- no, Rikk- no, Angie- no, Jennifer- no.

B. Approval of the [March 12, 2025 Minutes](#)

On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the Board of Directors minutes from March 12, 2025.

III. Teacher Presentation

Nicole Graeve presented on classes she teaches- Secondary Math

- Teaches a variety of math classes, has a business license but likes teaching math more
- Teaching Philosophy: Supportive environment, self-directed learning, being empathetic.
- Fosters a safe and positive learning environment: Be kind, We are all human, strong individual relationships
- Adjusts instruction through providing notes, differentiated assignments, small groups, videos, problem solving around the room.

IV. Financial Report (action)

A. Financial Review

Lindsay presented and answered questions on the March 2025 Check Register Report (available on the Board of Directors shared drive)

On a motion by Jen, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the Check Register as presented.

V. Old Business (action)

A. Board Goals 2024-25

1. The Board of Directors will continue to monitor, assess, and maintain a monthly record of the school's progress towards meeting each of the authorizer contract goals, in part, to work to obtain a new contract with the Guild by June 30th, 2025. Updates will be given at Board of Directors meetings and minutes will be used as record.
2. The Board of Directors will continue to adopt new policies as needed, continue the current review process, and reorganize the school's policy manual to ensure that the school is up to date and compliant regarding all policy mandates by May of 2025.

3. *The Board of Directors will explore and develop a mechanism to determine current family engagement to establish 5-7 opportunities for families to engage with the school, including open houses, conferences, and surveys.*
4. *The Board of Directors will explore, develop, and implement a school cell phone policy by December 11, 2024.*
5. *The Board of Directors will increase board members' level of awareness of the school's programming by inviting teachers to present at monthly board meetings and involving board members in school activities, including the first day, lesson observations, lunch duty, and morning/afternoon drop-off.*

Discussion: Goal 1- Confirmed to get 5 year renewal!

Goal 2- In progress. Monitoring redlines and implementing changes as needed. Making other changes based on model policies.

Goal 3- School dance going to happen 5/9! Parents supportive and involved in planning. One more field trip opportunity for parent involvement for secondary. Elementary Field Day could have parent involvement. Elementary Fine Arts Festival in May is another involvement opportunity. Board voting sent out.

Goal 4- Goal met! Policy approved, implemented, and is going well!

Goal 5- Jen is willing to help with anything- has skills in filing, organizing, etc. Also willing to help with the dance! Nicole presented today. Rikk signed up to help with field day.

B. Authorizer Goal Update

Accountability Goals 1-4: Based on Test Scores and Graduation. Fall baseline testing completed. Elementary and Secondary FastBridge Winter testing completed. MCA testing started this week.

Goal 5: Attendance currently 92%, on-track for graduation 100%.

Goal 6: Parent survey to be sent later (spring). Student surveys already completed.

Goal 7: Post-secondary plans/Graduation- In process. Career week was last week (senior mock interviews, resume writing, etc) and went well!

VI. New Business (information)

A. Posting for Board Member Vacancy (Board Chair)

1. Voting Procedure
2. Voting Dates
3. Vote Counter
4. Publications/Mailings

Angie and Lindsay sent email and google form for nominations. Will create ballot and send out. 1 week of voting.

Lindsay will be vote counter at May meeting.

VII. Policy Review (action)

A. Policy Revisions for Approval

1. [#603- Curriculum Development](#) (has redlines) - Steph
Tabled until May

2. [#404 - Employment Background Checks](#) - Angie
Angie led a discussion on this document and recommended no changes.

On a motion by Angie seconded by Rikk, with no discussion and all present voting yes, motion passed to approve policy #404- Employment Background Checks as presented.

3. [#410](#) & [410.1](#) - Family and Medical Leave/ Employee Leave Accrual Accumulation and Use (410 has redlines) - Rikk
Rikk led a discussion on these documents and recommended minimal changes.

On a motion by Rikk seconded by Steph, with no discussion and all present voting yes, motion passed to approve policy #410 and 410.1 as presented.

4. [#417 - Chemical Use & Abuse](#) - Sofie

Sofie led a discussion on this document and recommended no changes.

On a motion by Sofie, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve policy #417- Chemical Use & Abuse as presented.

B. Assign Policies for May

1. [#304- School Director Evaluation](#) - Jen

2. [#620- Credit for Learning](#) (has [redlines](#)) - Rikk

VIII. Administrator's Report

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

- *Enrollment: Stable. Lots of inquiries. Attendance at 92.49% . Enrollment of 118.*
- *Behavior: Referrals are increasing, not necessarily because behavior is increasing, but because documentation is improving. 105 total- most for language, followed by insubordination, disrespect. 1 student with 20, another with 13... Middle school has most.*
- *49 kids made the honor roll- 11 received principal award.*
- *Staffing: Short a special education teacher, job is posted. Met with a candidate! Getting applicants for open positions (elementary, special ed). School Psychologist is retiring. Trying to lock in contracts.*

IX. Receive Donations

None

X. Other

None

XI. Set Agenda for Next Meeting

- *Board Goals*
- *Authorizer Goal Update*
- *Financial Review*
- *Election Results*
- *School Director Evaluation Results*
- *Present/Review Policies: #304- School Director Evaluation, #620- Credit for Learning, #603- Curriculum Development*
- *Assign June Policies: None*
- *Administrator's Report*
- *Receive Donations*
- *Other*
- *Set Agenda for next meeting*

XII. Adjournment

On a motion by Angie, seconded by Rikk, the meeting was adjourned at 5:12pm.

Next Meeting:

The next Board of Directors Meeting will be on Wednesday, May 14 at 4:00pm in Room 205.

Mission: To inspire and challenge each individual to reach his or her full potential.

If you cannot attend the meeting please call Angie Bohnert, (651) 439-1962 abohnert@newheightsschool.org