



BOARD OF DIRECTORS MEETING
Wednesday, November 13, 2024
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 4:07pm.

A. Attendance

Board of Directors:

Stephanie Bagwell __X__

Angie Bohnert __X__

Katy Johnson __A__

Jennifer Van Dyke __X__

Rikk Sorenson __X__

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors:

Sofie Engebretson- Social Studies Teacher

Glory Kibbel- Minnesota Guild

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, Katy- no, Rikk- absent, Angie- no, Jennifer- no.

B. Approval of the [October 9, 2024 Minutes](#)

On a motion by Stephanie, seconded by Angie, with no discussion and all present voting yes, motion passed to approve the Board of Directors minutes from October 9, 2024.

III. Financial Report (information)

A. Financial Review

Lindsay presented and answered questions on the October 2024 Check Register Report (available on the Board of Directors shared drive)

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

B. Year-end Audit Update (information)

The audit draft has been sent to Board members but we plan to discuss it at the next meeting. We recently learned from MDE of some coding changes we need to make related to Special Ed Billing and would like to clear that up prior to the audit presentation.

IV. 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- From Glory: The Guild looks at the Annual Report, which looked good. Based on the information they've obtained so far, it is looking positive for a 5-year renewal.

Goal 2- In progress. Katy and Angie just reviewed and changed a policy. Steph will be reviewing and adding policies for next month.

Goal 3- Culver's night was a success! Secondary conferences next week, elementary conferences last week.

Playground grand opening. NHS merchandise ordering in progress. Secondary parent field trip support.

Goal 4- Work in progress. Tom has a draft developed. Talked about it in advisory today.

Goal 5- Discussed times for members to come in. Teachers to present- Nate, Claire, Sofie, Nicole, Phil (have him go first). Develop what we want the presentation to be about and share that with teachers.

B. Authorizer Goal Update

Accountability Goals 1-4: Based on Test Scores and Graduation. Fall baseline testing completed.

Goal 5: Attendance- currently 94%, on-track for graduation.

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

Goal 7: Post-secondary plans/Graduation- In process

C. Annual Report Revisions

Tom led a brief discussion on the revisions made to the Annual Report: added the financials that weren't previously available, included non-licensed staff and staff longevity, completed World's Best Workforce, updated fund balance, adjusted dates.

On a motion by Angie, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the revisions to the annual report as discussed.

V. New Business (information)

- A. None

VI. Policy Review (action)

A. Policy Revisions for Approval

1. [#501- School Weapons](#) (Jen)

Jen lead a discussion on this document and recommended minimal changes.

On motion by Jen seconded by Steph, with no discussion and all present voting yes, motion passed to approve the policy #501- School Weapons as presented.

2. [#806- Crisis Management Policy](#) (Rikk)

Rikk lead a discussion on this document and recommended minimal changes.

On a motion by Rikk, seconded by Angie, with no discussion and all present voting yes, motion passed to approve the policy #806- Crisis Management as presented.

3. [#515- Protection and Privacy of Pupil Records](#) (Rikk)

Rikk lead a discussion on this document and recommended minimal changes.

On a motion by Rikk, seconded by Steph, with no discussion and all present voting yes, motion passed to approve the policy #515- Protection and Privacy of Pupil Records as presented.

4. [#198 - Capital Asset Policy](#)

Angie led a discussion on this document and recommended adopting this new policy.

On a motion by Angie, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the policy #198 - capital asset policy

- B. Assign Policies for December
1. [#722- Public Data Requests](#) - Rikk
 2. #TBD - Student Journalism - Steph
 3. #TBD- Library Materials Policy - Steph

VII. Administrator's Report

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

- *Enrollment: 113- 59 boys, 54 girls. Attendance at 94.07% Added 3, dropped 4.*
- *37 Referrals- 27% for language, 24% for disrespect, 16% disruption, 11% work refusal. 1 student with 8 referrals, another student with 6, and one has 4. All are in 8th grade, with 8th grade have 49%. 6-8 grades have 64% of all referrals.*
- *Quarter 1 grades look good! Very few Fs. 9 students with all As, high number of kids with A and Bs.*
- *Playground grand opening happened- very nice event.*
- *Audit so close to wrapping up!*
- *Staffing: Short a special education teacher. Health office attendant is back.*

VIII. Receive Donations

None

IX. Other

None

X. Set Agenda for Next Meeting

- *Financial Review*
- *Audit Update and Approval*
- *Board Goals*
- *Authorizer Goal Update*
- *Present/Review Policies #722, two new policies (student journalism and school library), and cell phone policy*
- *Assign January Policies: #601- School District Curriculum and Instructional Goals, #603- Curriculum Development*
- *Administrator's Report*
- *Receive Donations*
- *Other*
- *Set Agenda for next meeting*

XI. Adjournment

On a motion by Jen, seconded by Steph, the meeting was adjourned at 5:03pm.

Next Meeting:

The next Board of Directors Meeting will be on Wednesday, December 11 at 4:30pm 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