NEW HEIGHTS SCHOOLS, INC.
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BOARD OF DIRECTORS MEETING
Wednesday, September 10, 2025
New Heights School Room 105
3:30pm - 5:00pm

MINUTES

I. Opening of Meeting/Call to Order
Board Chair Stephanie Bagwell called the meeting to order at 3:36pm.

A. Attendance

Board of Directors:		Ex-Officio
Stephanie Bagwell __X__	*Angie Bohnert __X__*	*Tom Kearney (Principal/Superintendent)*
Sofie Engebretson __X__	*Cressida (CJ) Silver __X__*	*Lindsay Berberich (Bookkeeper)*
Rikk Sorenson __X__		

Visitors:
None

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.

B. Approval of the August 13, 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 August 13, 2025.

III. Board Oath (action)

A. Cressida Silver took the Board Oath, joining the board as Treasurer/Parent. Board Chair Steph welcomed CJ to the board.

IV. Financial Report (action)

A. Financial Review
Lindsay presented and answered questions on the August 2025 Check Register Report (available on the Board of Directors shared drive)
On a motion by Angie, seconded by Steph, with no discussion and all present voting yes, motion passed to approve the Check Register as presented.

V. Old Business (action)

A. Authorizer Goal Review
Goal 1: FastBridge Reading
Goal 2: MCA Reading
Goal 3: MCA Math
Goal 4: MCA Science
Goal 5: Graduation

Fall FastBridge testing complete at elementary level. In process for secondary. Testing calendar made. Capti test to be administered next to kids in grades 4-12 that are considered "high risk" in FastBridge.

B. Board Goals 2025-26

Goals to be voted on:

Goal 1: By June 10, 2026, the Board of Directors will identify potential fundraising needs for the school and determine at least three fundraising opportunities that can assist the school in raising funds for those needs.

Goal 2: By June 10, 2026, the Board of Directors will review and update the school's policy manual to ensure that the school is up-to-date and compliant with state expectations.

Goal 3: By June 10, 2026, the board of directors will review and update the crisis management plan, procedures, and policies.

Goal 4: The board of directors will monitor the school's progress toward securing the purchase of the building, with monthly updates being given at each board meeting, and will have a formal plan by June 10, 2026.

Goals were reviewed and adjusted.

On a motion by Rikk, seconded by Sofie, with no discussion and all present voting yes, motion passed to approve the 2025-26 Board Goals as presented/written above.

VI. New Business (information/action)

A. Establish Administrative Review Committee (Chair, Board Member, Community Member)

Angie, Stephanie, and Rikk will be the Administrative Review Committee.

B. Designate Identified Official with Authority

Tom gave an explanation of what "identified official with authority" is and its significance to having a school representative.

On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve Tom Kearney and Lindsay Berberich as the Identified Officials with Authority for NHS.

VII. Policy Review (action)

A. Policy Revisions for Approval

1. #730 - Purchase and Procurement - Steph
   Steph led a discussion on this policy and recommended minor changes. 3-year review cycle.
   On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve Policy #730 as presented.

2. #419 - Tobacco-Free Environment - Rikk
   Rikk led a discussion on this policy with no changes.
   On a motion by Rikk, seconded by Sofie, with no discussion and all present voting yes, motion passed to approve Policy #419 as presented.

3. #524 - Internet Acceptable Use - Angie (has redlines)
   Angie led a discussion on this policy, with minor changes.
   On a motion by Angie, seconded by Steph, with no discussion and all present voting yes, motion passed to approve Policy #524 as presented.

4. #801 - Equal Access to School Facilities - Sofie
   Sofie led a discussion on this policy with no changes.
   On a motion by Sofie, seconded by CJ, with discussion regarding the meaning of equal access, and all present voting yes, motion passed to approve Policy #801 as presented.

5. #603 - Curriculum Development - Steph
   This policy will be discussed next month.

B. Assign Policies for October
   1. #414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse - CJ
   2. #806 - Crisis Management - Rikk
   3. #516 - Student Medication - Sofie
   4. #608 - Instructional Services: Special Education - Angie
   5. #603 - Curriculum Development - Steph

C. Review Policy Revision Steps
   Members reviewed the steps for policy review. Re-established procedures.

VIII. Administrator's Report

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

- *Enrollment is 97, which is a little light: 55 boys, 42 girls. Several families left for homeschool the week before school started.*
- *Staffing: We have a full staff. Not the staff we are used to, but have things covered. Developing new systems and learning new things, sharing responsibilities.*
- *Building: Working on repairs to the chimney. Thanks to family company that is helping. TenSquared is company we're working with to purchase the building.*
- *Discipline: Minimal problems.*
- *Calendar: Adjusting to the August start, but thinking it might not be long term. Staff is adjusting well to the early start. Students are arriving a little early, buses are coming late. Working on these things.*
- *Credits: Possibly making an adjustment to graduation credit requirements.*

IX. Receive Donations

$2,218 from Paxton Olson-Carlon's family business, for school dance fund.
$100 from Joe Nathan to the general school fund.

Board Chair Stephanie Bagwell thanked them for their donations!

X. Other

None

XI. Set Agenda for Next Meeting (October)

- *Review Agenda and Minutes*
- *Financial Review*
- *Authorizer Goal Review*
- *Board Goals Review*
- *WBWF/CACR*
- *Policy Reviews: #814, #806, #516, #608, #603*
- *Assign Policies for November: #522, #102*
- *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 4:48pm.

Next Meeting:
The next Board of Directors Meeting will be on Wednesday, October 8, at 3:30pm in Room 105.