



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

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Board of Directors Meeting

Wednesday, April 18, 2018

New Heights School – Room 202
4:00 – 5:30 pm

MINUTES

I. Opening of Meeting and Call to Order

President Jill Eulberg called the meeting to order at 4:07 p.m.

a. Attendance:

Board of Directors

Lauren Adamic P

Carrie Andrews A

Lorraine Busta P

Jill Eulberg P

Mike Stahlmann P

Sam Taylor A

Kathy Vollmer A

Ex-Officio

Tom Kearney(Principal/Superintendent) P

Lindsay Berberich (Bookkeeper) P

Visitors

(no visitors)

b. Welcome New Members/Guests/Visitors

President Jill Eulberg welcomed all those present.

II. Review of Agenda & Minutes

a. Review Agenda

The agenda was reviewed with no changes recommended.

b. Approval of the March 14, 2018 Meeting Minutes (action)

On motion by Lorraine seconded by Lauren with all present voting yes, motion passed to approve the Board of Directors minutes of March 14, 2018 as presented.

III. Financial Report

a. Financial Review (Action)

Lindsay presented and answered questions on the March 2018 Check Register report from the SmartBoard (available on common drive).

On motion by Lorraine seconded Lauren by with all present voting yes, motion passed to approve the Check Register as presented.

b. FY19 Budget Draft (Information)

Tom and Lindsay discussed changes since our last presentation. Tom considered hiring a full-time custodian but that didn't work out. We are working on a "what if" scenario from the State of Minnesota. We will know more after the state has finalized their budget. Tom and Lindsay will be introducing a budget for approval at our next meeting or possibly at a special meeting. Lindsay will email us a copy prior to our next meeting.

IV. Old Business

a. Board Goals for 2017-18

- i. Enhance board involvement in student achievement data and curriculum review.
There are no new results to report.
- ii. Review/increase board understanding of fund balance. *(Goal met)*
- iii. Continue to review Charter School Law 124E and contractual obligations from authorizer The Minnesota Guild. *(Goal met)*
- iv. Increase Enrollment/Funding Options.
Tom discussed advertising with Hubbard Broadcasting. They are looking at a Web site review. We are not currently mobile friendly. He will present their proposal at our next meeting. Lorraine discussed Stillwater's 2018 Summer Tuesdays. She is willing to lead this project.

b. Annual Meeting

- Date & Place (May 16, 7:00pm; Room 105)
No changes.
- Board Vacancies (Sam, Lorraine, Kathy)
No changes.
- Room Preparation - (Mike)
Everything is on schedule.
- Vote Counter - (Lindsay)
Everything is on schedule.
- Publications/mailings - (Lorraine)
Everything is on schedule.

V. New Business

a. Committee Updates (PLC, Leadership, Q-comp)

- *PLC: No update at this time.*
- *Leadership: No update at this time.*
- *Q-comp: No update at this time.*

b. Staffing Updates

Tom led a discussion on staffing for the 2018-19 school year. On the recommendation of our principal Mr. Kearney he is requesting we accept Mary Carlson as the Special Education Teacher for the 2018-19 school year.

On motion by Mike seconded by Lorraine with all present voting yes, motion passed to approve Mary Carlson as the Special Education Teacher as recommended by Principal Mr. Kearney.

Tom discussed discontinuing the use of paraprofessionals as a result of the new hire for the 2018-19 school year. He is also anticipating two current teachers not returning in the Fall.

VI. Policy Review (action)

a. Policy Revisions for Approval

- i. Student Walk-outs and Demonstrations (Tom)
Tom led a discussion on creating this policy. He read a draft very similar to Hudson's policy he discussed at our last meeting. This will be presented at our next meeting for approval.

b. Assign Policies for May (no policies scheduled)

Tom agreed to present a policy on Student Walk-outs and Demonstrations.

VII. Administrator's Report

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

- **Attendance:** *Tom discussed our 2017-18 school year attendance with 152 enrollments. Forty-nine were new or re-entering students during the year. Six students enrolled and withdrew in the same year. Twenty-four students left and can be evaluated into the following categories: Behavior 6; Attendance 2; Special needs or mental health 5; Moved 1; Other programming 2; Parent's influence 7; and Unknown 1. There were between eight and fourteen student who should have stayed. Our projected ADM will be 128.*
- **Building:** *Tom discussed the summer building projects. This should be firmed up by our next board meeting.*
- **Uniform Policy:** *Tom discussed his inability to enforce our current policy. He is having difficulty keeping teachers to enforce our current policy and no longer wants to have this conflict. Our uniform policy was initiated in 2008.*

VIII. Receive Donations

No donation last month.

IX. Other (not to exceed 5 minutes)

- *Nothing additional discussed*

X. Set Agenda for May Meeting

a. Date & Time *(May 2, 4:00pm)*

b. Agenda

- i. Financial Review*
- ii. 2018-19 Budget Review*
- iii. Review policy on Demonstrations and Walk-outs*
- iv. No policies for May to assign.*
- v. Committee updates (PLC, Leadership, Q-comp)*
- vi. Annual Meeting Planning*

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

XI. Adjournment

On the motion by Lorraine seconded by Lauren with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 5:04 pm.

Next Meeting

The next Board of Directors meeting will be on Wednesday, May 2 in room 105 at 4:00 pm.