



BOARD OF DIRECTORS MEETING  
*Wednesday, October 9, 2024*  
New Heights School Room 205  
4:30 p.m. - 6:00 p.m.

MINUTES

I. Opening of Meeting/Call to Order

Board Chair Stephanie Bagwell called the meeting to order at 4:36pm.

A. Attendance

Board of Directors:

Stephanie Bagwell \_\_X\_\_

Angie Bohnert \_\_X\_\_

Ex-Officio

Tom Kearney (Principal/Superintendent)

Katy Johnson \_\_X\_\_

Jennifer Van Dyke \_\_X\_\_

Lindsay Berberich (Bookkeeper)

Rikk Sorenson \_\_\_\_

Visitors:

B. Welcome Guests/Visitors

Board Chair Stephanie Bagwell welcomed those present. No guests 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 [September 11, 2024 Minutes](#)

On a motion by Stephanie, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the Board of Directors minutes from September 11, 2024.

III. Financial Report (information)

A. Financial Review

Lindsay presented and answered questions on the September 2024 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.

B. Year-end Audit Update

Wrapping up! Went smoothly, but don't know if there are findings yet. Hoping for report for next meeting.

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- see below. Goal 2- In progress. Katy and Angie just reviewed and changed a policy. Goal 3- Culver's night scheduled! Work on advertising this. Playground party for families. NHS clothing shopping

opportunity? Secondary parent field trip support. Goal 4- Work in progress. Tom has a draft developed. Goal 5- times discussed for members to come in. Teachers to present- Nate, Claire, Sofie, Nicole, Phil.

B. Authorizer Goal Update

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

*Goal 5: Attendance- currently 94.9%, on-track for graduation.*

*Goal 6: Parent survey to be sent later. Student survey completed today for secondary, elementary survey completed last week.*

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

V. **New Business (information)**

A. Annual Report

*Tom Kearney presented the Annual Report.*

*On a motion by Jen, seconded by Angie, with no discussion and all present voting yes, motion passed to approve the Annual Report as presented.*

VI. **Policy Review (action)**

A. Policy Revisions for Approval

1. [#515A - Special Education Records and Records Retention Policy](#) (Katy/Angie)

*Katy and Angie lead a discussion on this document and recommended changes.*

*On motion by Angie, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the policy #515A- Special Education Records and Retention Policy.*

2. [#414- Mandated Reporting of Child Neglect or Physical or Sexual Abuse](#) (Angie)

*Angie lead a discussion on this document and recommended no changes.*

*On a motion by Angie, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the policy #414- Mandated Reporting of Child Neglect or Physical or Sexual Abuse.*

3. [#502 - Search of Student Lockers, Desks, etc](#) (Jen)

*Jen lead a discussion on this document and recommended no changes.*

*On a motion by Jen, seconded by Steph, with no discussion and all present voting yes, motion passed to approve the policy #502- Search of Student Lockers, Desks, etc.*

4. [#806- Crisis Management Policy](#) (Rikk)

*Rikk was absent. This discussion is tabled until next meeting.*

5. [#522-Title IX Sex Nondiscrimination Policy, Grievance Procedure And Process](#) (Steph)

*Steph lead a discussion on this document and recommended changes.*

*On a motion by Steph, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the policy #522- Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process*

B. Assign Policies for November

1. [#501- School Weapons](#) (Jen)
2. [#515- Protection and Privacy of Pupil Records](#) (Rikk)
3. [#806- Crisis Management Policy](#) (Rikk- Carryover from October)

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 94.9% ADM is 110.*
- *11 Referrals currently*
- *Playground is close to being finished!*

- *Staffing: Short a special education teacher. Health office aide is coming back part-time at the end of this month.*
- *Building maintenance issues... Elevator broke, boiler needed repair.*

**VIII. Receive Donations**

*\$100.00 - Schollmeier Family*

**IX. Other**

*None*

**X. Set Agenda for Next Meeting**

- *Financial Review*
- *Audit Update*
- *Board Goals*
- *Authorizer Goal Update*
- *Present/Review Policies #501 and #515, #806, Capital Asset Policy*
- *Assign December Policies: #722- Public Data Requests*
- *Administrator's Report*
- *Receive Donations*
- *Other*
- *Set Agenda for next meeting*

**XI. Adjournment**

*On a motion by Angie, seconded by Steph, the meeting was adjourned at 5:27pm.*

**Next Meeting:**

*The next Board of Directors Meeting will be on Wednesday, November 13 at 4pm 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](mailto:abohnert@newheightsschool.org)