



BOARD OF DIRECTORS MEETING
Wednesday, December 11, 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 4:35pm.

A. Attendance

Board of Directors:

Stephanie Bagwell __X__

Angie Bohnert __X__

Katy Johnson __X__

Jennifer Van Dyke __X__

Rikk Sorenson __X__

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors:

Sofie Engebretson- Social Studies Teacher

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 [November 13, 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 November 13, 2024.

III. Financial Report (action)

A. Financial Review

Lindsay presented and answered questions on the November 2024 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.

B. Year-end Audit Update (information)

The audit report was sent to Board members. The summary presentation was given.

On a motion by Angie, seconded by Steph, with no discussion and all present voting yes, motion passed to approve the Year-End Audit Report.

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- Based on the information the authorizer has obtained so far, it is looking positive for a 5-year renewal.

Goal 2- In progress. 4 policies being added today. Policies being reviewed regularly.

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

Playground grand opening. NHS merchandise ordering was a success- possible second order in the spring.

Teachers reaching out to parents with positives more regularly? Be more specific in reaching out to families about needs?

Goal 4- Policy developed, to be presented and voted on today.

Goal 5- Discussed times for members to come in- Rikk would like to learn or present. Jen is willing to help with anything- has skills in filing, organizing, etc. 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. Steph edited the presentation outline that's on the drive.

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 100%.

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

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

V. New Business (action)

A. World's Best Workforce Report (Katy/Tom)

Katy and Tom presented on the World's Best Workforce Report. We met 3 out of 5 goals, in 3 out of 4 areas. MCA testing is not our strong area.

On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the World's Best Workforce Report.

B. Staffing updates

Tom recommended the hire of Beau Junker as a long-term substitute to fill Katy's absence.

On a motion by Katy, seconded by Angie, with no discussion and all present voting yes, motion passed to approve the hire of Beau Junker as long-term substitute.

VI. Policy Review (action)

A. Policy Revisions for Approval

1. [#722 - Public Data Requests](#) (Rikk)

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

On motion by Rikk seconded by Steph, with no discussion and all present voting yes, motion passed to approve the policy #722- Public Data Requests as presented.

2. #512 - Student Journalism (Steph)

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

On a motion by Steph, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the policy #512- Student Journalism as presented.

3. #606.5 - Library Materials Policy (Steph)

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

On a motion by Steph, seconded by Angie, with no discussion and all present voting yes, motion passed to approve the policy #606.5- Library Materials Policy as presented.

4. #555 - Student Cell Phone Policy

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

On a motion by Steph, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the policy #555- Cell Phone Policy as presented.

5. #556 - Loitering Policy

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

On a motion by Jen, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the policy #556 - Loitering Policy as presented.

B. Assign Policies for January

1. [#601- School District Curriculum and Instructional Goals](#) (has redlines) - Steph
2. [#603- Curriculum Development](#) (has redlines) - Jen

VII. Administrator's Report

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

- *Enrollment: 112- 59 boys, 53 girls. Attendance at 93.53%*
- *53 Referrals- 8th grade with 16, 7th grade with 13, 6th grade with 6. Middle school has 35 out of 53. One student has 10 referrals, one has 8, three students have 4.*
- *Close to locking in Authorizer for 5 years.*
- *Playground grand opening happened- very nice event. Continuing to collect donations*
- *Staffing: Short a special education teacher. Health office attendant may need to adjust the schedule. Long-term sub hired for Katy!*

VIII. Receive Donations

\$4,741.69 Madison Claire Foundation - Playground donation

\$1,000 Bayport American Legion (for Field Trips)

\$349.09 Culvers night

\$5.00 Stilwagon family - Playground donation

IX. Other

Katy Johnson has chosen to resign early from her position on the Board effective at the end of the December 11, 2024 meeting.

On a motion by Steph, seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the resignation of Katy effective after the 12/11/24 meeting.

On a motion by Steph, seconded by Angie, with no discussion and all present voting yes, motion passed to approve the appointment of Sofie Engebretson as a replacement of Katy effective at the end of the 12/11/24 meeting.

X. Set Agenda for Next Meeting

- *Board Member Oath (Sofie)*
- *Financial Review*
- *Board Goals*
- *Authorizer Goal Update*
- *Present/Review Policies #601 - School District Curriculum and Instructional Goals, #603 - Curriculum Development*
- *Assign February Policies: #413 - Harassment and Violence, #418 - Drug Free Workplace and School, #526 - Hazing Prohibition*
- *Administrator's Report*
- *Receive Donations*
- *Other*
- *Set Agenda for next meeting*

XI. Adjournment

On a motion by Katy, seconded by Steph, the meeting was adjourned at 6:12pm.

Next Meeting:

The next Board of Directors Meeting will be on Wednesday, January 15 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