



BOARD OF DIRECTORS MEETING
Wednesday August 14, 2024
New Heights School – Room 205
9:00 a.m. - 10:30 a.m.

I. Opening of Meeting / Call to Order

Board Chair Steph Bagwell called the meeting to order at 9:19am.

a. Attendance

Board of Directors

Stephanie Bagwell P

Katy Johnson P

Rikk Sorenson P

Angie Bohnert A

Jennifer VanDyke P

Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

Visitors

None

b. Welcome Guests/Visitors

Board Chair Stephanie Bagwell welcomed all those present.

II. Review of Agenda & Minutes (action)

a. Review Agenda & Conflict of Interest

The agenda was reviewed with no changes. A roll call was completed to see if anyone had a conflict of interest with the Agenda items. Votes are as follows: Steph– no, Angie – absent, Jen- no, Katy- no, Rikk- no.

b. Approval of the [July 17, 2024 Minutes](#)

On motion by Jen seconded by Rikk, with no discussion and all present voting yes, motion passed to approve the Board of Directors minutes of July 17, 2024 as written.

III. Financial Report (information)

a. Financial Review

Lindsay presented and answered questions on the [July 2024 Check Register report](#) (available on the board of directors shared drive).

On motion by Jen seconded by Steph, with no discussion and all present voting yes, motion passed to approve the July 2024 Check Register as presented.

IV. Old Business (action)

a. Authorizer Goal Review

The board was given an overview of the goals and a refresher of why we are interested in them.

b. Board Goals 2024-25

Draft Ideas:

- *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. Updates will be given at Board of Directors meetings and minutes will be used as record.*
 - *The Board of Directors will monitor goals to work to obtain a new contract with the Guild by June 30th, 2025.*
 - *The Board of Directors will continue to adopt new policies, 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.*
 - *The Board of Directors will explore, develop, and implement family engagement strategies.*
 - *Establish opportunities for families to engage with the school*
 - *Develop a mechanism to determine current family engagement - data collection*
 - *5-7 opportunities for families to engage with the school*
 - *Open house night, Conferences x2, surveys?*
 - *The Board of Directors will explore, develop, and implement a school cell phones policy by December 11, 2024.*
 - ~~*Improving Attendance**~~
 - *Increasing board members level of awareness of the school's programming.*
 - *Invite teachers to present about what they do*
 - *Board involvement in the school activities- first day of school, cafeteria, morning drop-off/afternoon*
- *We will discuss and approve board goals at the next meeting.*

V. New Business (information)

a. None

VI. Policy Review (action)

a. Policy Revisions for Approval

i. #506 – Student Discipline (Steph)

Redline and minimal changes were made to the policy to make sure our policy is up to date and consistent with the way the school handles discipline.

On a motion by Steph, seconded by Rikk, with no further discussion and all present voting yes, motion passed to approve the changes to Policy 506 as written.

ii. #208 - Development, Adoption, and Implementation of Policies (Jen)

Jen led a discussion reviewing this policy and recommended no changes.

On a motion by Jen, seconded by Katy, with no discussion and all present voting yes, motion passed to approve the changes to Policy 208 as written.

iii. #516.5 - Overdose Medication (Katy)

Katy led a discussion reviewing this policy's adoption and recommended no changes.

On a motion by Katy, seconded by Jen, with no discussion and all present voting yes, motion passed to approve the changes to Policy 516.5 as written.

b. Policy Discussion

i. #515A - Special Education Records and Records Retention Policy

Katy recommended tabling this policy until we have further Special Education input.

c. Assign Policies for September

- i. [#406 - Public and Private Personnel Data](#) & [#406b Employee Information Security](#) (Rikk)
- ii. [#520 - Student Surveys](#) (Jen)
- iii. [#524 - Internet Acceptable Use](#) (Katy)
- iv. [#522-Title IX Sex Nondiscrimination Policy, Grievance Procedure And Process](#) (Steph)

VII. Administrator's Report

Tom Kearney gave an administrator's report on the state of the school including:

- *Good enrollment for this fall.*
- *No major staffing updates.*
 - *Special Education job still available.*
- *Cell phone and dress code enforcement will increase this year.*
- *Background checks are required for Board members.*

VIII. Receive Donations

- *None*

IX. Other (not to exceed 5 minutes)

- *None*

X. Set Agenda for Next Meeting

- *Financial Review (Lindsay)*
- *Year-End Audit Update*
- *Discuss & approve Board goals*
- *Establish the Administrative Review Committee*
- *Designate Tom & Lindsay as the Identified Official with Authority*
- *Staffing Updates*
- *Review Policies: #524, 520, 406 and 406b, 515A*
- *Assign Policies for October: 414, 806, 502*
- *Administrators Report (Tom)*
- *Receive Donations*
- *Other*
- *Set Agenda for Next Meeting*

XI. Adjournment

On a motion by Jen, seconded by Steph the meeting was adjourned at 10:36am.

Next Meeting

The next Board of Directors meeting will be on Wednesday, September 11 at 4:00 pm in Room 205.