



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

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## **Board of Directors Meeting**

**Tuesday, December 13, 2022**

**4:00p.m. - 5:30 p.m.**

## **MINUTES**

### **I. Opening of Meeting and Call to Order**

*Board Chair Sam Taylor called the meeting to order at 4:05 p.m.*

#### **a. Attendance:**

##### Board of Directors

Stephanie Bagwell   P  

Gidget Bell   P  

Christie Hogan   P  

Katy Johnson   P  

Sam Taylor   P  

Jennifer VanDyke Virtual

##### Ex-Officio

Tom Kearney (Principal/Superintendent)

Lindsay Berberich (Bookkeeper)

##### Visitors

(no visitors)

#### **b. Welcome New Members/Guests/Visitors**

*Board Chair Sam Taylor welcomed all those present.*

### **II. Review of Agenda & Minutes**

#### **a. Review Agenda & 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: Steph – no, Christie – no, Jen - no, Katy - no, Sam - no, Gidget - no.*

#### **b. Approval of the November 15, 2022 Meeting Minutes (action)**

*On motion by Sam seconded by Jen with all present voting yes, motion passed to approve the Board of Directors minutes of November 15, 2022 as presented.*

### **III. Financial Report**

#### **a. Financial Review (Action)**

*Lindsay presented and answered questions on the November 2022 Check Register report (available on the Board of Directors Shared Drive).*

*On motion by Christie seconded by Sam with all present voting yes, motion passed to approve the Check Register as presented.*

#### **b. FY 2021-2022 Audit Review**

*Lindsay presented an update that we have not received the audit draft yet.*

### **IV. Old Business**

#### **a. Board Goals 2022-23**

- i.** Continue to closely monitor, assess and maintain a record of the school's progress (monthly) towards meeting each of the authorizer contract goals.

- a. Accountability Goal 1 (FastBridge Reading)
    - *We will reassess after our winter testing cycle has been completed.*
  - b. Accountability Goal 2 (MCA Reading)
    - *We will reassess in the Spring after testing has been completed.*
  - c. Accountability Goal 3 (MCA Math)
    - *We will reassess in the Spring after MCA testing has been completed.*
  - d. Accountability Goal 4 (Graduation Rate)
    - *We will reassess this goal in the Spring after the end of the year.*
    - *All students falling under this goal are currently on track to graduate.*
  - e. Accountability Goal 5 (Attendance)
    - *Our current attendance rate is 88.69%.*
  - f. Accountability Goal 6 (Parent/Student Surveys)
    - *We will reassess this goal at the end of the year after the survey has been completed.*
  - g. Accountability Goal 7 (Post-high school plan)
    - *Annah works with students throughout the school year.*
    - *She is planning to work on resume building with the seniors this week.*
    - [Accountability Goals](#)
- ii. Develop a draft for a five-year strategic plan by May of 2023.
  - iii. Develop a plan to increase school enrollment by 10 students each year over the course of the next 5 years from 115 in the fall of 2022 to 165 in the spring of 2027 by May of 2023.
  - iv. Explore and initiate the steps for the NHS building and grounds affiliated building company to acquire the property from CSDC by July 1 of 2025.

## V. New Business

- a. **Board Goals Committee Work**
- b. **Annual Report 2021-2022**

*This was tabled for a later meeting. There are no updates on the state of the school. It has been busy.*

## VI. Policy Review (action)

- a. Policy Revisions for Approval

- i. #102- Equal Educational Opportunity (Gidget)

*Gidget led a discussion reviewing this document and recommended minor changes.*

*On motion by Gidget seconded by Christie with all present voting yes, motion passed to adopt the Policy #102- Equal Educational Opportunity Policy as presented.*

- b. Policies for January

- i. #510- School Activities

*Christie led a discussion on this policy. Jen agreed to review this policy.*

- ii. #533- Wellness

*Christie led a discussion on this policy. Christie agreed to review this policy.*

- iii. #616- School District System Accountability

*Christie led a discussion on this policy. Sam agreed to review this policy. There is a redline for this policy.*

## VII. Administrator's Report

*Tom Kearney gave a report on the state of the school.*

**VIII. Receive Donations**

- *Amazon Smile \$49.61*

**IX. Other (not to exceed 5 minutes)**

- *The Audit is not ready, we will need to add a meeting to approve the audit after it comes in to the finance office.*

**X. Set Agenda for Next Meeting**

**a. Date & Time** (*January 10, 4:00pm Room 205*)

**b. Agenda/Responsibilities**

- i. Financial Review (Lindsay)*
- ii. Audit Update*
- iii. Board Goals (Sam)*
- iv. Present/Review #510- School Activities*
- v. Present/Review #533- Wellness*
- vi. Present/Review #616- School District System Accountability*
- vii. Assign February Policies: #214 - Out-of-State travel by School Board Members, # 413- Harassment and Violence*
- viii. Administrators Report (Tom)*
- ix. Receive Donations*

**XI. Adjournment**

*On the motion by Christie seconded by Steph with all present voting yes, motion passed to adjourn the Board of Directors Meeting at 4:25 pm.*

**Next Meetings**

*The next Board of Directors meeting will be on Tuesday, January 10 at 4:00 pm in Room 205, New Heights School.*