

# West Side Summit

## Minutes

### Board Meeting

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#### **Date and Time**

Saturday February 20, 2016 at 10:00 AM

#### **Location**

West Side Summit

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#### Special Reminder

Join the students and families of West Side Summit for a morning of service. While enjoying cocoa and coffee and treats, West Side Families will be making cards and blankets for our Cerenity neighbors. The board is invited to engage with families for the hour prior to the board meeting. Families are invited to observe the board meeting which starts at 10am.

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#### **Board Members Present**

#### **Board Members Absent**

A. Hendricks, E. Stein, K. Kecker, M. Edison, R. Shanbhag, Y. Lerew

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

Guests

Parents - Neftali, Maria, Shauntia Davies, Jeanie

Erin Stein opened the mtg., welcomed guests

Introductions

Open Comment

Parent Shauntia - Concerns about childrens' safety on buses and in school, would like the Board to support special programs that help parents be involved, both educational and family activities

Erin asked what kind of notice is helpful for parents

Shauntia asked for a couple weeks notice

Neftali also shared he would like more opportunities to be involved after school or on the weekends, family activities

Jeannie shared as a parent a concern related to safety, shared her granddaughter has hasn't always felt safe, weighing whether grandchildren will stay at WSS

Jeannie would also like to see more outside activities and events offered, more music and art, happy to see new music program, parents could get more involved in fundraising

Discussion around board communication with parent advisory committee, having a board member attend the meetings, meetings are Wednesday nights, organized by Brooklyn, school can send out information to families again

Discussion of getting a parent on the board

Shauntia added she would like to make sure communication is effective and comprehensive between the school and parents

**B. Call the Meeting to Order**

E. Stein called a meeting of the board of directors of West Side Summit to order on Saturday Feb 20, 2016 @ 10:00 AM at West Side Summit.

**C. Approve Minutes**

**D. Visitors speaking to items on the Board Agenda**

**II. Consent Agenda**

**A. Consent Agenda Personnel Items**

Erin presented the items

Erin moved to approve

Board voted to approve

**B. Consent Agenda Items: Vendor Contracts**

**C. Consent Agenda Items: Required Reports**

**III. Finance**

**A. Review of the January Financials**

Kelly presented on January financials

Karen and Kelly have been working on next year's budget, should have something at next board meeting

Ravi recapped the recent finance committee mtg, provided some history on budget over the past couple of years for guests

Ravi shared this is the highest fund balance the school has had, as long as enrollment is steady we can start to build in new priorities into the budget

Ravi also shared the revised target of 2.5 % for the reserve balance, will continue conversations with the authorizer

Yvonne shared another topic at the committee meeting was revisiting staff salaries and benefits

## **B. Update from the Finance Committee**

### **C. Update on the Lease Amendment Negotiations**

Erin shared update on expanding to the 2nd floor as part of the lease negotiations

Last report from Karen was church was working to secure financing for building improvements without any request to the school

More information at the March board meeting

## **IV. Governance**

### **A. Governance Committee Update**

Committee preparing for board election process, May 20th event, new board members would start on July 1st

Need board decisions on whether to run and what term would be running for

Need to work on board recruitment

Abby shared information would be going out in March

### **B. Approve 614 West Side Summit policy on School State Testing**

Erin moved to approve policy 614

Board voted to approve

### **C. Religious Accommodation Policy #491**

Erin moved to approve policy 491

Board voted to approve

### **D. West Side Summit Teacher Evaluation Policy #494**

Erin moved to approve policy 494

Yvonne seconded

Board voted to approve

### **E. Policy #301 Admission Procedures**

Erin moved to approve policy

Abby seconded

Board voted to approve

**F. Policy #701 Establishment and Adoption of School Budget and Expenditures**

Erin moved to approve policy 701

Yvonne seconded

Board voted to approve

**G. Policy #412 Travel and Expense Reimbursement**

Erin moved to approve policy 412

Ravi seconded

Board voted to approve

**H. Policy #406 Public and Private Personnel Data**

Erin moved to approve policy 406

Ravi seconded

Board voted to approve

**I. Policy # 402 Disability-Nondiscrimination Policy**

Erin moved to approve policy 402

Yvonne seconded

Board voted to approve

**J. Policy #401 Equal Employment Opportunity**

Erin moved to approve policy 401

Ravi seconded

Board voted to approve

**K. Formalize Board Retreat Action Items**

**V. Community Engagement**

**A. Update and Request from the Student and Family Engagement Coordinator**

**B. Calendar Proposal for Revision to this school year's calendar (2015-16)**

Abby shared details of a calendar proposal

School proposing shifts in June related to parent-teacher conferences, end of the year events, teacher work days, testing window

Sarah shared parent input into the proposal, parent advisory committee determined specifics of proposal

Yvonne moved to approve calendar proposal

Ravi seconded

Board voted to approve

**C. Update on Bus Incident from February 8, 2016**

Ms. Hanson shared details of bus accident and immediate steps that were taken by staff. Board recommended that school staff explore whether it is possible given school budget and staffing to have bus monitors on all busses. Board will continue to discuss with school executive staff whether to renew Bille Bus contract for next year.

**VI. Academic Excellence**

**A. Middle School Proposals**

**B. Academic Excellence Committee Update**

Kendra shared update from committee meeting

Committee will meet again in March

**VII. Closing Items**

**A. Adjourn Meeting**

At 11:21 Erin moved to adjourn the meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:24 AM.

Respectfully Submitted,  
E. Stein