

# West Side Summit

## Minutes

### Board Meeting

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#### **Date and Time**

Saturday August 13, 2016 at 10:00 AM

#### **Location**

497 Humboldt Avenue

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We will meet at the school on the second floor: 497 Humboldt Avenue, St. Paul, MN 55107 at 10 am. Likely to be done by Noon. All are invited to enjoy Sambusas, compliments of our board member Jama, after the board meeting. Volunteers will be all over the building and we are all invited to join them in Sparkle Day activities.

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#### **Board Members Present**

A. Jama, E. Abdulle, M. Edison, R. Shanbhag, W. Nordmark, Y. Lerew

#### **Board Members Absent**

#### **Guests Present**

A. Hendricks, K. Klinzing, K. Rimpila, Ravi Shanbhag

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### **I. Opening Items**

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

#### **B. Call the Meeting to Order**

Y. Lerew called a meeting of the board of directors of West Side Summit to order on Saturday Aug 13, 2016 @ 10:14 AM at 497 Humboldt Avenue.

#### **C. Approve Minutes**

Y. Lerew made a motion to approve minutes.  
W. Nordmark seconded the motion.  
The board **VOTED** to approve the motion.

#### **D. Public Comment Period**

The Board welcomed comment from members of the public.

#### **E. Consent Agenda**

Y. Lerew made a motion to approve the items on the consent agenda.  
R. Shanbhag seconded the motion.  
The board **VOTED** to approve the motion.

## II. Finance

### A. July Financials

Ms. Kroll shared an update to the June financial report, with a final fund balance for the last fiscal year of \$44,754. She also shared the first financial report of this fiscal year, for the month of July.

### B. Approval of transfer of funds from general fund to food service

M. Edison made a motion to approve the transfer from the general to the food service fund for FY16.

Y. Lerew seconded the motion.

The board **VOTED** to approve the motion.

### C. Executive Director Job Performance

The Board entered closed session at 10:22 am to discuss the Executive Director's annual performance review. The Board re-opened the meeting at 10:33 am.

### D. Enrollment Report

Ms. Klinzing shared that we have 186 students enrolled for the coming school year. Board members discussed budget targets associated with student enrollment projections.

## III. Facility

### A. Construction Update

Ms. Klinzing discussed construction project progress.

## IV. Governance

### A. Update On Board Induction Program for New Board Members

Ms. Edison shared the schedule for new Board member induction:

- Sept. 20th: Financial training with Kelly Kroll
- Oct. 15th at 9:30 am: Governance training with Madaline Edison
- Nov.: Employment training

### B. Early Admission Policy

Board members discussed the current early admission kindergarten policy. Ms. Hendricks shared research from other charter school policies. Board members debated the benefits of early childhood education options while ensuring that students are developmentally prepared for kindergarten.

Board members asked Ms. Klinzing to share a plan for operationalizing the policy, including potential intersection with a future waiting list of students, at the next board meeting.

A. Jama made a motion to amend the Early Admission Policy to read: "Children who turn age 5 after September 1st of the enrollment year...".

E. Abdulle seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

R. Shanbhag Aye

A. Jama Aye

M. Edison Aye

W. Nordmark Aye

E. Stein Absent  
K. Kecker Aye  
T. Villalobos Absent  
Y. Lerew No  
E. Abdulle Aye  
J. Gibeau Absent

**C. School Uniform Policy**

Ms. Klinzing shared that grade 5-6 students will wear polos. K-4 students will keep their uniforms the same.

**D. Annual Board Delegations**

M. Edison made a motion to approve the list of annual delegations.  
W. Nordmark seconded the motion.  
The board **VOTED** to approve the motion.

**V. Community Engagement**

**A. Review of Community Engagement Events**

The Board received a community engagement report.

**VI. Academic Excellence**

**A. DRAFT Annual Report Review**

Ms. Klinzing shared the annual report. Board members reviewed the report.

**B. Approve the 2016-17 Family Handbook for WSS**

This agenda item will be delayed until the next meeting.

**VII. Closing Items**

**A. Adjourn Meeting**

M. Edison made a motion to adjourn the meeting.  
Y. Lerew seconded the motion.  
The board **VOTED** to approve the motion.  
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:12 PM.

Respectfully Submitted,  
M. Edison