

West Side Summit

Minutes

Board Meeting

Date and Time

Saturday April 22, 2017 at 10:00 AM

We will meet at the school: 497 Humboldt Avenue, St. Paul, MN 55107 at 10 a.m.

Board Members Present

E. Stein, J. Gibeau, K. Kecker, R. Shanbhag (remote), W. Nordmark, Y. Lerew

Board Members Absent

A. Jama, E. Abdulle, M. Edison, T. Villalobos

Guests Present

S. Hanson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

E. Stein called a meeting of the board of directors of West Side Summit to order on Saturday Apr 22, 2017 @ 10:08 AM.

C. Approve Minutes

E. Stein made a motion to approve minutes from the Board Meeting on 03-21-17. Y. Lerew seconded the motion. The board **VOTED** to approve the motion.

D. Public Comment Period

No members of the public came to speak to the Board.

E. Consent Agenda

E. Stein made a motion to approve the consent agenda including the Early Childhood consultant contract and 2017-18 employee health insurance rates. W. Nordmark seconded the motion. The board **VOTED** to approve the motion.

II. State of the School Report

A. Updates on school - activities, news, etc

Ms. Hanson updated the board on school activities and news. The school is looking to recruit for the Minnesota Reading Corps. Student scholars and staff are recognized weekly for demonstrating a particular character trait. WSS will present Heritage and Dreams on May 25th.

Authorizer visit was conducted on April 4th. The board and school leadership will receive a summary report.

Teacher evaluations are complete and the hiring process has begun.

III. Enrollment and Recruitment

A. Enrollment Report and Recruitment Activities

Ms. Hanson provided an enrollment update. Enrollment has held steady. To date, 113 students have submitted their intent to return forms for the 2017-2018 school year. The school has a number of recruitment activities planned including a presence at a variety of summer events.

IV. Finance

A. March Financials

Mr. Shanbhag shared highlights of the March financials. BKDA made some corrections to have the financials align with accepted accounting practices. The result of these changes is that the projected end of year balance has improved.

B. Update on 2017/18 Budgeting Process

Mr. Shanbhag provided an overview of the budget planning timeline and process.

C. Lease Negotiations

Ravi shared information related to the lease and expressed concern regarding the portion of the operating budget currently dedicated to the lease. Our base rent is scheduled to increase for the 2017-18 year to a level that would present an existential threat to school operations. The board discussed the need to renegotiate the lease to a stable base rent that will be sustainable for the school.

The mission of the school, the needs of children and families, and our academic achievement goals must be held as primary. Ms. Stein provided an update on recent and upcoming meetings with church representatives to discuss the lease.

Board members will be kept informed and invited to participate in the upcoming meetings.

D. Interim ED Compensation

Ms. Stein and Ms. Lerew added a discussion item of compensation for the interim Executive Director role. The finance committee recommended a \$5000 increase between now and the end of the school year.

E. Stein made a motion to approve a \$5000 increase in compensation for the interim Executive Director role and give the board chair the authority to make the change to the contract.

W. Nordmark seconded the motion.

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

V. Governance

A. Policy Updates

Ms. Stein provided an update on policies up for approval according to the policy review schedule.

E. Stein made a motion to approve the three updated policies including grievances, nepotism, and credit card use.

K. Kecker seconded the motion.

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

B. Board Election Process

Ms. Hanson provided an update on the board election process.

VI. Academic Excellence

A. Updates from the Academic Excellence Committee

Ms. Hanson provided assessment updates. MCA testing is in progress.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:50 PM.

Respectfully Submitted,

K. Kecker

E. Stein made a motion to adjourn the meeting.

Y. Lerew seconded the motion.

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