

West Side Summit Board Meeting

Saturday, September 16, 2017

497 Humboldt Avenue, St. Paul, MN 55107

Board Members Present

Kendra Kecker, Julia Gibeau, Yvonne Lerew, Glory Kibbel, Ravi Shanbhag, Will Nordmark, Melanie Niewendorp

Board Members Absent

Erin Stein, Tanya Villalobos

Members of the Public Present

Sarah Hanson, Executive Director

Opening Items

- A. Quorum
- B. Y. Lerew called meeting to order at 9:17. We had coffee and sweets at 9am
- C. W. Nordmark read minutes aloud and G. Kibbel moved their approval.
- D. There was no public comment
- E. Consent Agenda
 - Motion was made by Y. Lerew and 2nd by K. Kecker to approve the consent agenda.

II. Governance

- A. M. Niewendorp was approved as teacher representative on Board. Y. Lerew moved, R. Shanbhag 2nd.
- B. Y. Lerew moved W. Nordmark as new Board secretary, R. Shanbhag 2nd.
 - Y. Lerew and E. Stein will continue as Board co-chairs and R, Shanbhag as Treasurer.

III. State of the School Report

- A. New teachers arrived August 3. August 7 was first all staff day retreat where a staff agreement was developed. A data driven instruction day was included in staff development days.
- B. August 21, students arrived.
 - 1. Middle school alone for first two days.
 - 2. Followed by grades 1 to 4 and then Kindergarten.
- C. Highlights of new school year – Bussing has gone a little smoother than past years.

- D. Lori Magstadt is observing teachers and working with goal. An additional benefit has been positive coaching for S. Hanson.
- E. Reformed Leadership Team includes M. Niewendorp, Cassandra Rahn, Brooklyn Petrich, S. Hanson, Maggie Nelson, Patty Weyandt. They meet bi-weekly bringing pieces of school together and troubleshooting.
- F. Special Education teachers and assistants meet 15 minutes everyday before school begins.
- G. Linda Gilbert took S. Geno's position. We have a substitute for the other open SPED teacher position and are awaiting a new candidate's response.
- H. "Scholar of the Week" has been reinstated and that has been a plus.

IV. Academic Excellence

- A. 2017 MCA Results – In 2016-17 there were not a lot of changes
In 2016-17 there was a slight improvement in math. Y. Lerew requested some education of the Board on testing vehicles at future Board meeting. Next meeting we will look at the trajectory of three consecutive years of test scores.
- B. 2017-18 School Academic Culture – See 4 page document of what staff is doing – Professional Expectations/How it is to be implemented/used/Frequency/Accountability

V. Enrollment

- A. Enrollment Report. We have 169 students enrolled with a budget for 160.

VI. Finance

- A. Financials from previous month. The report has a new look, but according to Treasurer, R. Shanbhag there are no surprises at this time.
- B. Approval of bank signers. Co-chairs and Treasurer and S. Hanson. Karen Klinzing was removed. Motion to move made by K. Kecker as presented.
- C. Employees working 30 hours or more a week will be eligible for paid PTO of up to 7 days annually. Motion made by G. Kibbel, R. Shanbhag, 2nd. Motion carried.
- D. Delegation of Authority to make electronic transfers by S. Hanson, E. Stein, Y. Lerew or R. Shanbhag. Motion made by Y. Lerew, R. Shanbhag 2nd. Motion carried.

VII. Annual Report

Action vote for approval of Annual Report as presented to Board. We talked it through.

Motion made by Y. Lerew and G. Kibbel 2nd. Motion carried.

VIII. Employee Handbook Reviewed and talked about it. J, Gibeau made motion for approval, R. Shanbhag 2nd. Motion carried.

IX. Development – no updates

X. Board members committee assignments:

Development and Community Relations – J. Gibeau and W. Nordmark, T. Villalobos?

Academic – K. Kecker

Governance – G. Kibbel

Finance – R. Shanbhag

Co-chairs are ad hoc on all committees

XI. Adjournment at 10:47pm. We took a 10 minute break and then met with Dr. Mirja Hanson until 1pm for 2017-19 Strategic Planning as the beginning of a school wide strategic planning focus.

Respectfully submitted by Will Nordmark