

West Side Summit Board Meeting

Date and Time: Tuesday, April 17 at 5:15pm
497 Humboldt Avenue, St. Paul, MN 55107

Note: Some board members will be participating by telephone; therefore, all board votes conducted during this meeting will be conducted via roll call.

Board Members Present: Erin Stein, Mel Niewendorp, Glory Kibbel, Yvonne Lerew, Ravi Shanbhag, Will Nordmark

Board Members Absent: Julia Gibeau, Kendra Kecker

Guests Present: Chuck Herdegen, Cindy Moeller

Ex Officio: Sarah Hanson, Executive Director

I. Opening Items

- A. Record Attendance and Guests: 5:25pm Went around the table to introduce Board members to our guest, Cindy Moeller.
- B. Call the Meeting to Order - 5:25pm
- C. Accept resignation of board member: Julia Gibeau
- D. Approve Minutes - E. Stein motion; Y. Lerew, second
- E. Public Comment Period
- F. Consent Agenda - Sarah Hanson
 1. Approve School Culture and Operations Paraprofessional contract for Leon Roberts
 2. Approve Special Education Paraprofessional contract for Sha'Ron Webb - begins next Monday
 3. State of the School Report
- G. Updates on school - activities, news - In midst of MEA testing - Tuesday, first day due to snow day yesterday. Hot breakfast during testing. Characters on Parade March 23 - marched around block - fun activity. Door decorating - Mel N. class, 2nd. Charlotte's Web won. Students are being recognized for the books they are finishing on a long Cat in the Hat sheet. Spring Break week
- H. Strategic Planning - Focus Group - Parents 37 returned forms. March 31 all met with facilitator. Page two of report - 1 to 2 year strategies. How are we going to flesh out the buckets? Sarah asked for board participation in any way we can.

II. Enrollment and Recruitment

- A. Enrollment Report - 2 students left, no gains. Cinco de Mayo parade, library reception. Will have 5 staff available for recruitment in summer. We have 8 new

students signed up for 2018/19 school year. Working on a trifold brochure regarding WSS ready by next week.

- III. Approve FY19 school calendar and school hours this year one hour longer and 10 days longer than local schools: 8:30 am to 4 pm this year. Adoption of school year aligning mostly with St Paul Public schools. Motion made to adopt the school year to be the about the same as St Paul Public Schools of 175 instructional days. Glory moved we accept school to calendar as presented with authorizer's approval. Will seconded. Motion carried. School hours day care - 8:00 to 9:00 am. Proposal is 9:15 am to 3:45 pm. Assumes breakfast in cafeteria. After school activities....Motion with authorizer's approval. Accept school hours as proposed by director. Second - Mel Approved.
 - IV. Report on School/Authorizer Goals
 - A. Presentation of authorizer goals report template -Sarah showed us the template
 - B. Progress toward goals
 - C. Revisions to submitted authorizer goals based on authorizer feedback.
Discussion was made about goals on proposed WSS contract goals sheet.
 - V. Finance
 - A. Financials from previous month - March - budget standpoint $\frac{3}{4}$ through year. We should end close to \$100,000 to good. Cash flow is ok. As long as enrollment hold things look good.
 - B. FY19 School Budget Considerations - continue to plan for budget of 177 students -opening - do-able. We want to meet the authorizers goals and want the budget to work toward the goals of academic growth and right staffing that gives us enough support to meet our objectives. Finance committee has met several times to work on the budget and we will have a budget draft in May meeting.
 - VI. Governance
 - A. Adopt wellness policy - Executive Director is in charge Y. Lerew moved and W. Nordmark, second. Approved
 - B. Updates on Board nominations/election process - R. Sanbhag, Y. Lerew and E. Stein are finishing their terms. Discussion of some other candidates.
Nominations are open until May 21.
 - VII. Academic Excellence
 - VIII. Development - W. Nordmark and Sarah Hanson have talked about options
 - IX. Closing Items
 - A. Adjourn Meeting 5:18 pm
- Respectfully submitted,
Will Nordmark