

West Side Summit Board Meeting

Date and Time: Tuesday, February 20th at 5:15 pm
497 Humboldt Avenue, St. Paul, MN 55107

Board Members Present: Yvonne Lerew (co-chair), Erin Stein (co-chair), Melanie Niewendorp, Ravi Shanbhag, Will Nordmark

Board Members Absent: Glory Kibbel, Kendra Kecker, Julia Gibeau

Guests Present: Chuck Herdegen, Liz Wynne (SAM), Julie Henderson (SAM)

Ex Officio: Sarah Hanson, Executive Director of WSS

Note: The board notes that quorum was not physically present.

I. Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order 5:16pm by Y. Lerew
- C. Approve Minutes motion made by Y. Lerew; seconded by E. Stein
- D. Public Comment Period
- E. Consent Agenda
 1. Approve Special Education Paraprofessional contract for Michael Golling
 2. Approve Special Education Paraprofessional contract for Aaron Marquardsen Mel.made positive comments
 3. Approve teacher contract for Eric Rhody 4th grade started last week
 4. Approve teacher contract for Patricia Crowley, started this week in 3rd grade. Mel Niewendorp, student intervention specialist. Moved by W. Nordmark; seconded by Y. Lerew

II. State of the School Report

- A. Updates on school - activities, news
- B. Special events - education assistants week of January 22. Winter Carnival - this Friday, 5-7pm; March 2 -Read across America; Characters on Parade - classes dress up as book characters - March 24; Field trip - group went to Wiz; Kindergarten class going to Ordway Theater on May 30 to see Moon Mouse; K-2 grades Strategic planning March 14 - Parent session for ideas and a survey; Strategic planning with parents, Bd and teachers- we will doodle dates. WSS wants to foster positive relations with Police - two officers will come and hang out and talk with students - March 2. Teacher - "Joy of students" - from ACES workshop - "3 great things about your day" - continued to do that with staff - Staffing - M. Niewendorp already working on how intervention will work - silent

reading encouragement, pulling groups, supporting students in math fluency; 7 Experience Corps tutors - will guide their work and support them.

- C. Operations manager - has not been able to return yet - end of March. We have someone in temporarily to fill that position. Last hour of day, readers theater.. As an incentive - 6/7 grades - civil rights.

III. Enrollment and Recruitment

- A. Enrollment Report - 171 students - a couple of student increase from last month and 2 students returned, who had left before last fall.

IV. Finance

- A. Financials from previous month - R. Shanbhag - overall we are in our best position ever financially. C. Herdegen - enrollment is more than we need to fill budget. Recommends the line of credit. Pay off the former loan.

- B. Need for \$150,000 Line of Credit - Motion - we pay down loan and submit - Sarah - R. Shanbhag made motion Y. Lerew second.

1. Corporate Borrowing Resolution
2. I, the undersigned Secretary or Assistant Secretary of West Side Summit, (the "Corporation"), HEREBY CERTIFY that the Corporation is organized and existing under and by virtue of the laws of the State of Minnesota as a Nonprofit Corporation, with its principal office at 497 Humboldt Avenue, St. Paul, MN 55107-2866, and is duly authorized to transact business in the State of Minnesota.
3. I FURTHER CERTIFY that at a meeting of the Directors of the Corporation, duly called and held on February 20, 2018, at which a quorum was present and voting, or by other duly authorized corporate action in lieu of a meeting, the following resolutions were adopted:
4. BE IT RESOLVED, that the following named officers, employees, or agents of this Corporation, whose actual signatures are shown below: (Co Chair: Erin Stein, Board Treasurer: Ravi Shanbag, Executive Director, Sarah Hanson) acting for and on behalf of the Corporation and as its act and deed be, and he or she hereby is, authorized and empowered:
 - a) To borrow from time to time from Propel Nonprofits, a Minnesota Nonprofit Corporation ("Lender"), on such terms as may be agreed upon between the Corporation and Lender, such sum or sums of money as in his or her judgment should be borrowed, however such sum or sums shall not exceed 150,000.00. To mortgage, pledge, transfer, endorse, hypothecate, or otherwise encumber and deliver to Lender, as security for the payment of any loans or credit accommodations so obtained, any promissory notes so executed, or any other further indebtedness of the Corporation to Lender at any time owning, any property now or hereafter belonging to the Corporation or in which the Corporation now or hereafter may have an interest. Such property may be mortgaged, pledged, transferred, endorsed, hypothecated, or

encumbered at the time such loans are obtained or such indebtedness is incurred, or at any other time or times, and may be either in addition to or in lieu of any property theretofore mortgaged, pledged, transferred, endorsed, hypothecated, or encumbered.

b) To execute and deliver to Lender the promissory note or notes, or other evidence of credit accommodations of the Corporation on Lender's forms, at such rates of interest and on such terms as may be agreed upon, evidencing the sums of money so borrowed or any indebtedness of the Corporation to Lender, and also to execute and deliver to Lender one or more renewals, extensions, modifications, refinancings, consolidations, or substitutions for one or more of the notes, any portion of the notes, or any other evidence of credit accommodations.

5. RESOLVED FURTHER that if two or more resolutions of this Corporation authorizing any transactions with the Lender are outstanding concurrently at any time the provisions thereof shall be deemed to be cumulative.

6. RESOLVED FURTHER that all loans heretofore made by said officer in the name of this Corporation and all promissory notes and other documents executed by them in connection therewith or to secure the name are hereby ratified and approved.

7. RESOLVED FURTHER that this resolution shall remain in full force and effect until revoked.

8. In TESTIMONY WHEREOF, I have hereunto set my hand and seal on February 20, 2018, and attest that the signatures set opposite the names listed above are their genuine signatures. (Secretary Signature)

C. Budget process beginning next Tuesday - C.Herdegen and S. Hanson

V. Authorizer Renewal Discussion - Liz Wynne want to be inclusive in terms of interpreting data and what is happening with the school. She was looking for Board input. Every WSS Board member present spoke to our authorizer about the importance of the school to the students and their families as well as the Westside community. S. Hanson, Lori and K. Klecker also submitted written responses.

L. Wynne, our authorizer asked the question, "If we had to do something drastic, what would it be to enrich and improve our school, to make a drastic difference?"

VI. Academic Excellence - Committee report included during authorizer renewal discussion

VII. Governance - G. Kibbel will be looking at governance issues and doing what needs to be done - soon.

VIII. Development - nothing

IX. Closing Items

A. Adjourn Meeting 6:39 we adjourned.

Respectfully submitted by Will Nordmark

Next Meeting - Saturday, March 17, 10:00am