

West Side Summit Board Meeting

Date and Time: Tuesday, June 19 2018 at 7:00pm
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: Kendra Kecker, Yvonne Lerew, Erin Stein, Glory Kibbel, Will Nordmark Agustina Borroel, Shukri Abdul, Melanie Niewendorp

Board Members Absent: Ravi Shanbhag

Guests Present: Liz Wynne and Chuck Herdegen

Ex Officio: Sarah Hanson

I. Opening Items

- A. Record Attendance and Guests 7:06pm
- B. Call the Meeting to Order -
- C. New board member welcome, Thank you to Erin Stein, our outgoing board member. Shukri and Agustina, our new parental members were welcomed. Board members introduced themselves to our new members around the table.
- D. Approve Minutes moved by E. Stein, 2nd G. Kibbel
- E. Public Comment Period - 0
- F. Consent Agenda
 1. Approve 18-19 Contract with Done Right Food
 2. Approve Loffler - Copier Agreement (3 years) Getting a new machine
 3. Approve 18-19 Contract with Bergdan KDV
 4. Approve 18-19 Contract with A Chance to Grow for SPED, Third Party Billing Services
 5. Approve 18-19 Contract with Teachers on Call

Motion made to approve by E. Stein, 2nd K. Kecker

II. Governance - E. Stein and Y. Lerew served through this meeting as co-chairs

- A. Elect officers for coming year G. Kibbel nominated W. Nordmark as chair. K. Kecker 2nd.
W. Nordmark nominated G. Kibbel as Treasurer. - Y. Lerew nominated M. Niewendorp as Secretary. Motion to elect officers as nominated by E. Stein, K. Kecker 2nd. Officers approved unanimously.
- B. Set the board meeting schedule: Two Tuesdays (3rd Tuesday of month, 5:30pm and one Sunday, 4pm in each quarter. Next meeting on July 17.)
- C. Authorizer Board Member Assurances (for Authorizer). Board members signed "Statement of Assurances", Exhibit K at this meeting and gave to Liz Wynne.

- D. Vote to approve an updated version of the Admissions policy. Moved by G. Kibbel, E. Stein, 2nd. Approved.
- III. State of the School Report
 - A. Updates on school - activities, news - Family Picnic, May 24, Annual Field Day (5th), Ice Cream Social, May 23. May 23 Famous People Presentations (4th year more diverse), Sea Life at MOA, 5th graders at Hamline--gymnastics, 3rd grade MN Bouldering, 5th Crystal Caves in WI. Staffing - All teachers returning to grades except one 4th grade teacher. Have hired math, science and lang arts teachers for middle school. Adding (looking) an additional special ed teacher for next fall. Many teachers participating in restorative practices training this week. Gearing up for summer - Sarah- pro development training in Boston - thinking of operations in different ways theme for summer - "5 stars".
- IV. Enrollment and Recruitment Sarah update - 167 as of now with our goal of 177 for 2018/19. Optimistic that we will reach that. Flyers have been passed in neighborhood by staff.
 - A. Enrollment Report - Pancake Fridays for prospective students and families
- V. Final Authorizer Documents. Motion made to approve by K. Kecker, 2nd E. Stein Approved
 - A. Academic Goals
 - B. Exhibits D-F
 - C. Contract - Board chair sign with Student Achievement and WSS
- VI. Academic Excellence
 - A. Report on School/Authorizer Goals - Progress toward goals - Sarah explained
- VII. Finance
 - A. Financials from previous month. Chuck led us through reports - Financial and Management Reports. Motion made to approve Management report by W. Nordmark, second G. Kibbel
 - B. Approve revised FY18 Budget as shown in the Financial Statements Motion made by E. Stein, second M. Niewendorp. Approved
- VIII. Development - no meeting
- IX. Executive Director Performance Evaluation - Executive session to go over the review - MN statute 13d.05 sb div 3A was cited. We closed meeting to speak about ex. Dir, because it is our responsibility. Motion to go into close session 9:07pm. Motion made by Y. Lerew, second W. Nordmark Y. Lerew led us through process and summary of evaluation. Meeting was opened out of exec session 9:17pm
- X. Closing Items
 - A. Adjourn Meeting at 9:20. We said goodbye to Erin after 6 years of service on Board.