

# West Side Summit Board Meeting

Date and Time: Tuesday, November 20th, 2018 at 5:30pm  
497 Humboldt Avenue, St. Paul, MN 55107

**MISSION:** Our mission is to empower students to find joy in learning and develop the academic efficacy necessary to prepare them for the rigors of a college education and beyond.

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: William Nordmark, Glory Kibbel, Shukri Abdul, Yvonne Lerew, Ravi Shanbhag (by phone), Kendra Kecker (by phone), Agustina Borroel (by phone)

Board Members Absent: Melanie Niewendorp

Guests Present: Joy McAfee (3rd grade parent), Chuck Herdegen (Bergdan KDV), Mary L. (Church of St. Matthew's), Dave Bakke (Student Achievement Minnesota)

Ex Officio: Sarah Hanson, Rachel Ngendakuriyo

## I. Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order: 5:38 pm
- C. Approve Minutes-Approved
- D. Public Comment Period: 3rd grade parent sharing about her son who used to attend Expo Elementary and now attends West Side Summit. She would like to see more timeliness and action taken in regards to bullying, behavior issues, etc. She suggests and would also like to help facilitate peace circles or restorative justice practices.
- E. Consent Agenda
  - Approve contract of L. Berhanu as General Education Teaching Assistant
  - Approve contract of A. Wheatley as Special Education Teaching Assistant
  - Approve contract of C. Boyer as Special Education Teaching Assistant
  - Approve contract of E. Conley as Special Education Teaching Assistant
  - Approve contract of J. Morrow as Special Education Teaching Assistant

## **Motion approved**

### II. Academic Excellence

#### A. Student Data:

\*Looking at reading and math results for K-3. The goals are to grow one reading STEP level per quarter. Also looking at weekly data and the percentages of mastery per class.

\*Revised middle school schedule. Working with students who need math intervention.

\*Utilizing teacher coach Lori Magstadt because of her expertise in K-2 reading and math instruction.

\*PLC's will focus on math and data driven instruction.

\*Quite a few Kindergarten students have grown OUT of intervention and no longer need intervention services.

\*Middle schoolers are making a culture quilt that represents each of their families.

#### B. Committee Updates:

\*The WSS Messenger is a publication that is sent home to families and has several updates about our school.

\*After school programs now running: Girlscouts, Lego League, Civic, Comic Book Club offered by Neighborhood House, a local organization.

\*Ms. Niew raised money for every student at WSS to receive a book from Scholastic each month.

\*Starting a parent committee to look at World's Best Workforce. The first meeting will take place Sunday, December 16.

\*December 18th- WSS students will be joining River's Edge Academy on their "march to the mailbox"

\*Parent teacher conferences were last week (Wednesday, Thursday, and Friday).

\*Open Reading and Math Corps positions. Reading Corps position possibly starting in January- Ms. Slaman will be coaching.

\*A month ago, "You Rock" tickets were established and formed around the school's core values. K-4 and 5-8 assemblies happen weekly/monthly as a means to increase a sense of community and positive reinforcement.

\*Tracking and analyzing student referrals out of class. Using restorative circles as a means to restore relationships and conflict when students are sent out of class.

\*Vonnie Vayder has worked with a number of schools as well as restorative practices to find ways to support the schools she's worked in. She was invited to observe WSS for a day. She will come speak at the next staff meeting and offer teachers her expertise.

### III. State of the School Report

#### A. Updates on school - activities, news

### IV. Enrollment and Recruitment

#### A. Enrollment Report

\*The top graph shows we are currently at **177** students. Last board meeting we were at **184** students. 6 students moved out of area. 2 students preferred a different school. 1 Kindergarten student was not ready for early enrollment.

### V. Finance

#### A. Approve the financials from previous month

- \*October financial statements: On track to meet enrollment target as well as funding target.
- \*Working budget- seeing more revenue as well as more expenses. Projecting a budget surplus of \$15,000.
- \*Paid off the school's line of credit. Renewing it at the same \$150,000 as last year.
- \*Comments: Original budget is based on 177 students and the Working Budget uses the same projection. The actual enrollment is right on target.
- \*YTD revenues: 31%- on target for this time of year

**Motion approved-Glory 1st, Shukri 2nd**

B. Other Finance Committee Updates

\*At the last board meeting, we talked about capping Kindergarten. We came to the conclusion that we would NOT cap enrollment and add a Kindergarten teacher if needed. We are providing staffing support in other areas in the Kindergarten classroom. Looking at a half-time Math interventionist instead of an extra Kindergarten teacher. A possibility of Vonnie becoming a teacher coach and working an hourly position to coach staff on behavior management.

\*Room in the budget for math interventionist

**Yvonne motions for math interventionist/Behavior Consultant, Kendra seconds the motion**

**Motion approved**

VI. Governance

A. New Board Member Training Announcements

\*December 16th 2:30- Governance, Employment

\*January 15th at 4:30 - Finance

B. Approve the World's Best Workforce Summary

\*Adjust goals? Combine the two different sets of goals. Contact MDE for further information.

**Will motions to approve the summary as we have it, Shukri 2nds the motion**

**Yvonne abstains**

C. State Data Practices Law Training

VII. Development

A. Give to the Max Day Update

\*Raised \$875 out of \$1,000 goal. This money will go towards field trips.

B. Other Committee Updates

\*Fall project: Give to the Max

\*Winter project: Raffle

\*Grade potlucks -Will's Idea and he plans to head it up

VIII. Closing Items

\*Taking advantage of Joy's suggestion to involve parents in restorative practices and how to move forward with that.

\*Considering a standard message to send to parents as a means to let them know they will get back to them in 1, 2, or 3 days after following up with them initially about a certain issue. This hopefully will leave parents with a feeling that they are being communicated with promptly.

\*Can board members VOTE on topics if they are not present *in person*, but via phone call?

A. Adjourn Meeting: 7:15pm

**Yvonne motions to end meeting, Glory 2nds**