

# West Side Summit Board Meeting

Date and Time: Tuesday, December 19th at 5:15pm  
497 Humboldt Avenue, St. Paul, MN 55107

Board Members Present: Yvonne Lerew, Glory Kibbel, Melanie Niewendorp, Ravi Shanbhag, Will Nordmark

Board Members Absent: Erin Stein, Kendra Kecker, Tanya Villalobos, Julia Gibeau

Guests Present: none

Ex Officio Member: Sarah Hanson, Executive Director of WSS

- I. Opening Items
  - A. Record Attendance and Guests - Quorum
  - B. Call the Meeting to Order - Y. Lerew called meeting to order at 5:24pm
  - C. Approve Minutes - Motion made by Glory Kibbel and carried.
  - D. Public Comment Period
  - E. Consent Agenda by Sarah Hanson
    1. Approve PE/Wellness contract for Julia Collins started December 18
    2. Approve PE/Wellness contract for Kristi Moua, will begin January 4
    3. Authorizer visit December 12. Very positive things happening. Report will come in January.
    4. First field trip - "March to the mailbox" a good experience.
- II. State of the School Report
  - A. Updates on school - activities, news .
  - B. Festival of Nations on December 22, 9:30-11:30am
  - C. Still searching for an office receptionist.
  - D. Aces Training on December 22, 1pm for teachers and staff
- III. Enrollment and Recruitment
  - A. Enrollment Report - as of December 19 we have 167 students enrolled.
  - B. Third Grade Classroom - discussion about staffing of class. A new classroom teacher will be hired.
- IV. Finance
  - A. Financials from previous month. We are tracking well. All looks good. Motion made by Y. Lerew to accept financials and motion carried.
- V. Academic Excellence
  - A. Teacher Evaluation Rubric, Schedule, Plan.
  - B. Lesson plan submission
  - C. World's Best Workforce - Report summary was sent by December 15, 2017. To State of MN.

- D. Talked about when we will have an Annual Meeting to talk with parents in the spring. We will decide on a date at January meeting.
- VI. Governance - G. Kibbel will look at policies. A full time line for updates will be completed by June 30, 2018.
- VII. Development
  - A. Staff appreciation lunch on Dec. 22nd - Board will purchase and serve a Panera box lunch prior to the Aces workshop for teachers and staff.
- VIII. Closing Items
  - A. Adjourn Meeting- 6:32pm Minutes submitted by W. Nordmark