



North Shore
Community School

School District 4084

Board Meeting Minutes

September 23, 2019 at 5:30 p.m. in the Library

Approved

Mission: North Shore Community School excels in connecting our students' academics and learning with their natural and social environments in a nurturing community setting.

Call to Order: 5:35

ATTENDANCE:

Directors: Sheri Camper, Jill Cornwell, John Doberstein, Gina Gallagher, Linda Johnson, Greg Spoelhof, ~~Denny Stolp~~

Ex Officio: Executive Director Shelly Pierson, Business Manager Nikki Carpenter

Others: Erica Rodriguez

- I. Concerns from Audience:**
- II. Recognition:**
 - A. PTA for the Ice Cream Social**
 - B. Advantage Emblem for printing shirts**
 - C. Jeff Hall for his work as a paraprofessional during the 6th grade trip to Wolf Ridge**
 - D. Staff for helping out with Kids & Co.**
 - 1. Looking for someone to work at Kids & Co. regularly from 2:45-6:00**
- III. Approve Agenda: *MOTION* by G. Spoelhof to approve the Agenda with the following changes: add item D. Staffing Changes to the Consent Agenda. *Secoded by G. Gallagher; motion carried unanimously.***

**This and all supporting documents for the September Meeting are made available to guests of the meeting: copies of the Agenda are available to all who attend and a full set of supporting documents are available for anyone to view.*
- IV. Consent Agenda: *MOTION* by L. Johnson to approve the Consent Agenda as edited. *Secoded by G. Gallagher; motion carried unanimously.***

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All items in the Consent Agenda are action items. A single vote for the consent agenda passes all items on the agenda. Any director may request an agenda item be pulled for discussion and held for a separate consideration. Prior to a vote on the consent agenda, the Chair will open the floor for comment from directors including requests to pull items. Once all items to be pulled have been identified, the Chair will call for a vote on the remaining Consent Agenda items, Discussion and action on all items will be managed individually.

A. Approved the Minutes for the August 2019 Board Meeting

**This and all supporting documents from the August 2019 Meeting are available for anyone to view, filed by month in the 2019 Board Book, which is kept in the main office at North Shore Community School.*

B. Finance

1. Approved the August operating receipts in the amount of \$432,927.30
2. Approved August checks numbered #13395-13425 in the amount of \$110,722.88
3. Approved August EFT payroll, BCSB, FSA, HSA, and bank service charge transactions in the amount of \$230,627.60
4. Approved August credit card transactions in the amount of \$2,679.34
5. Approved SCRIP disbursements in the amount of \$00.00
6. Approved SCRIP receipts in the amount of \$128.20
7. Approved Activity Account statement updated for August 2019.
8. Approved August 2019 journal entries.
9. Approved June 2019 general checking, SCRIP and activity account bank reconciliations.

C. Review of *On Schedule* Policies

1. **Policy 410: Family & Medical Leave** is a mandated policy. The content and language of this policy is dictated by guidance from the Minnesota School Board Association (MSBA). ***It is the recommendation of the Personnel Committee to table until the Personnel Committee meets in October.***

D. Staffing Changes

1. Approved Julie Hudencheck as a Special Education Paraprofessional

V. Committee Updates:

A. Curriculum/Staff Development:

1. September 11, 2019 Meeting Minutes Attached

B. Facilities:

1. August 27, 2019 Meeting Minutes Attached
2. September 17, 2019 Meeting Minutes Attached

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C. Finance:

1. September 16, 2019 Meeting Minutes Attached
 - a) August 2019 Financial Statements
 - b) 2019-2020 Activity Account Statement
 - c) August 2019 Bank Reconciliations
 - d) August 2019 Journal Entries
 - e) August 2019 Check Run

D. Personnel:

1. Did Not Meet

VI. Effective Board

A. Board Members sign Annual Charter School Assurance Form

1. Members signed at the August Meeting “2019-2020 Disclosure of Financial Interest and Conflict of Interest Form” at the August Meeting
2. Board Member Jill Cornwell signed a copy and it is filed in the Board Document Book, which can be found in the Main Office of North Shore Community School.

B. Report from Nominating Committee

1. The election is scheduled to commence on Thursday, November 7, 2019 at 3:30 p.m. Election results will be presented to the Board during the Annual Meeting which will take place on Thursday, November 7, 2019 at 5:30 p.m.
2. The Nominating Committee has heard from one parent and one community member expressing their intent to run in this year’s election.

VII. Director's Update:

A. Enrollment

1. Current Enrollment: 339
2. Budget: 345 MDE: 340

B. Academic Update

1. North Star Report
 - a) Overall all Students exceeded the statewide average
 - (1) All Students Statewide Math: 53.85%
 - (2) All Students NSCS Math: 67.52%
 - (3) All Students Statewide Reading: 58.28%
 - (4) All Students NSCS Reading: 64.43%
 - b) Overall Free/Reduced Lunch exceeded the statewide average
 - (1) Free/Reduced Lunch Statewide Math: 33.27%
 - (2) Free/Reduced Lunch NSCS Math: 54.54%
 - (3) Free/Reduced Lunch Statewide Reading: 39.28%
 - (4) Free/Reduced Lunch NSCS Reading: 49.09%

- c) Overall Not Free/Reduced Lunch exceeded the statewide average
 - (1) Not Free/Reduced Lunch Statewide Math: 66.38%
 - (2) Not Free/Reduced Lunch NSCS Math: 72.65%
 - (3) Not Free/Reduced Lunch Statewide Reading: 69.90%
 - (4) Not Free/Reduced Lunch NSCS Reading: 70.50%
- 2. Teacher Tuesdays
 - a) New program started this year
 - b) Teachers are focusing on math and aligning the progression from one concept to the next and how it corresponds with each grade.
- C. Strategic Plan**
 - 1. Will need to form a task force of sorts to write a new 5 Year Strategic Plan as this school year is the last year on the current plan.
 - 2. 2021-2025 Strategic Plan should be approved by the end of the school year.
- D. Preschool**
 - 1. The program currently has 26 students enrolled, and are near capacity.
- E. Orchard Shed Project - Graham Scheib, Eagle Scout**
 - 1. 8X8 shed with a floor
 - 2. Financed in part by the Endowment Fund
 - 3. Remaining Financed by the Scheib Family
 - 4. Additionally the Scheib Family will be donating trees for the Orchard
- F. Schmidt Creek Project and Coastal Grant**
 - 1. After the trees fall this autumn, the Department of Natural Resources will be coming out to survey the land so the new bridge and platform can be designed.

VIII. Unfinished Business:

- A. Teacher Salary Schedule for 2019-2020 School Year: Update**
 - 1. *It is the recommendation of the Finance Committee to adopt the 2019-2020 NSCS Teacher Salary Schedule based on 92% of Duluth's 2019-2020 Teacher Salary Schedule, including holding teachers at the 2018-2019 step.*
 - 2. The Personnel Committee is being tasked with looking over the options and making a recommendation on this Salary Schedule. Members of the Board should expect to see their recommendations at the October Board Meeting.

IX. New Business:

- A. Presentation of Director's Goals for the 2019-2020 School Year**
 - 1. As presented by Executive Director Shelly Pierson
 - a) 72% of all tested students and 60% of all tested students in the Free/Reduced sub-group will meet or exceed proficiency on the MCAIII Math, NWEA MAP Math, and basic facts assessments.
 - b) 76% of all tested students and 55% of all tested students in the Free/Reduced sub-group will meet or exceed proficiency on the MCAIII Reading, NWEA MAP Reading and the BAS assessments.

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- c) Promote North Shore Community School to the greater community.
 - d) Implement WIN Time in Kindergarten through 6th grades.
2. Discussion was held and Members of the Board expressed their support of the Goals set forth.

B. Review Policy 210: Conflicts of Financial Interest

1. MOTION by J. Doberstein to approve Policy 210: Conflicts of Financial Interest with one edit; changing a word from “relationship” to “relationships”. Seconded by L. Johnson; motion carried unanimously.

C. Agenda Items for the 2019 Annual Meeting

1. Approve Minutes for 2018 Annual Meeting
2. Presentation of 2018-2019 Annual Report
3. Announcement of Board election results
4. New Board Member Oath of Office
5. Recognition of outgoing members

D. Review Crisis Management Plan Updates

1. *MOTION by L. Johnson to approve the North Shore Community School Safety Plan as presented, seconded by S. Camper. Motion carried unanimously.*

X. Correspondence:

XI. Audience Concerns:

XII. Board Reflection:

- A. Overall the board felt that they were prepared to do good work, attentive to details and communicating well.

XIII. The next Board Meeting will be held: October 28, 2019 at 5:30 p.m. in the Library

XIV. Adjourn: 7:28