



North Shore
Community School

School District 4084

Board Meeting Minutes

February 24, 2020 at 5:00 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: 5:05

ATTENDANCE:

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

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

Others: Erica Rodriguez

- I. Concerns from Audience:**
- II. Recognition:**
 - A. Amy Giddings** for 1st Grade Operettas & Coordinating Choristers for the LOON presentation of Cinderella
 - B. 2nd Grade Teachers Chloe Dryke, Anne Lampela, Dayna Phelps and all of the parent and community volunteers** for the Ikidarod
 - C. PTA** for the Winter Frolic
- III. Approve Agenda: MOTION by L. Johnson to approve the Agenda** with the following amendments: Section VI, Item A. Presentation of Scored Board Self Evaluations, Section X. Closed Meeting, Section XI. Re-Open Meeting & Take any Necessary Action and Section XII. Announcement of Results of Closed Meeting will all be tabled until the March 23, 2020 meeting. In section VII. Directors Update, add Item G. Academic Update- MAP Data. **Seconded by S. Camper, Motioned carried unanimously.**

**This and all supporting documents for the February 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 J. Doberstein to approve the Consent Agenda as presented; seconded by L. Johnson. Motion carried unanimously.**

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 comments 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 January 2020 Board Meeting

**This and all supporting documents from the January 2020 Board Meeting are available for anyone to view, filed by month in the 2020 Board Book, which is kept in the main office at North Shore Community School.*

B. Finance

1. Approved January operating receipts in the amount of \$286,580.11
2. Approved January checks numbered 13622-13672 in the amount of \$169,932.79
3. Approved January EFT Payroll, BCSB, FSA, HSA and bank service charge transactions in the amount of \$243,913.84
4. Approved January credit card transactions in the amount of \$4,663.98
5. Approved January SCRIP disbursements in the amount of \$1,637.93
6. Approved January SCRIP receipts in the amount of \$1,136.93
7. Approved January 2020 updated Activity Account
8. Approved January 2020 journal entries
9. Approved January 2020 general checking, SCRIP and Activity Account bank reconciliations
10. Approved Renewal of the \$300,000 line of credit with North Shore Bank of Commerce

C. Review of On Schedule Policies

1. **Policy 420: Students & Employees with Communicable Diseases and Infectious Conditions** is a local policy. **Policy 420: Students & Employees with Communicable Diseases and Infectious Conditions** was approved as written as recommended by the Facilities Manager.
2. **Policy 514: Bullying Prohibition** is a mandated policy. **Policy 514: Bullying Prevention** was approved as presented, as recommended by the Executive Director.

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3. **Policy 529: Staff Notification of Violent Behavior by Students** is a local policy. **Policy 529: Staff Notification of Violent Behavior by Students** was approved as written as recommended by the Executive Director.
4. **Policy 540: Website Privacy** is a local policy. **Policy 540: Website Privacy** was approved as presented as recommended by the Executive Director.
5. **Policy 715: Health Insurance Bid Selection** is a local policy. **Policy 715: Health Insurance Bid** was approved as presented as recommended by the Business Manager.

V. Committee Updates:

A. Curriculum/Staff Development

1. February 12, 2020 Meeting Minutes Attached
2. EIC Training March 9

B. Facilities

1. Meeting is scheduled for February 25, 2020

C. Finance

1. February 13, 2020 Meeting Minutes Attached
 - a) January 2020 Financial Statements
 - b) Current 2019-2020 Activity Account Statement
 - c) January 2020 Bank Reconciliations
 - d) January 2020 Journal Entries
 - e) January 2020 Supplemental Financial Report

D. Personnel

1. February 12, 2020 Meeting - postponed to February 26, 2020

E. Salary and Benefits Committee

1. February 3, 2020 Meeting Minutes Attached.
2. Proposed Purpose - For Approval: The purpose of the Salary-Benefits Committee is to review salary schedules and full compensation packages of local districts and similar Minnesota charter schools, and make recommendations to the board regarding a viable and competitive salary process as part of revising our 5-year strategic plan.
3. ***MOTION by L. Johnson to approve the Salary and Benefits Committee Purpose Statement. Seconded by G. Gallagher; motion carried unanimously.***

VI. Effective Board:

~~**A. Presentation of Scored Self-Evaluations Tabled until the regular March Meeting**~~

B. Board Retreat Agenda Items (March 30, 2020 at 3:05)

1. Annual Conflict of Interest Board Member Training (Standing Item)
2. Discuss the possibility of revising the Board Values
3. Online training videos
4. "Board Chat" regarding generating interest in sitting on the Board
5. Discussion regarding holding a parent forum regarding the 5 year strategic plan

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VII. Director's Update:

A. Enrollment

1. Budgeted for: 345
2. Current Enrollment: 342
3. Recommitment Forms for 2020-2021 School Year: 297 Returned, 36 Pending

B. LOON Opera Performance - Tuesday, February 25th, at 6:00 with 16 North Shore Students as Guest Performers!

C. 5th and 6th Grade to BizTown Thursday, February 27th

D. Open House March 9, 2020 5:00-7:00

1. Postcards mailed throughout the region
2. Director requested Board Member presence

E. Korkki Candlelight Ski March 6th from 6:00-8:00

1. Hosted by the Endowment Committee

F. Spring Conferences March 10th, 12th, 16th

G. Academic Update-MAP Data

1. An overview graph of the recent MAP data for fall 2019 to winter 2020 was presented
2. Members of the board discussed what the charts were detailing

VIII. Unfinished Business:

A. Update on 2020-2025 5 Year Strategic Plan

1. Committees are continuing to work on the strategic plan

B. Review Policy 506: Student Discipline, a mandated policy. The content and language of this policy is dictated by guidance from the Minnesota School Board Association (MSBA).

1. *MOTION by L. Johnson to approve Policy 506: Student Discipline as discussed; Seconded by S. Camper. Motion carried unanimously.*

IX. New Business:

A. High Quality Charter School Status

1. NSCS been identified as a High Quality Charter School through meeting qualifications as determined by the Minnesota Department of Education. The Minnesota Department of Education (MDE) measures charter schools based on test data for reading, math, and science proficiency, focused proficiency, growth, and focused growth. We are compared to all schools with similar demographics. After determining eligibility for these measures, qualified schools are then examined on their financial and compliance checks.

B. Draft Calendar for 2020-2021

1. The first day of school being September 9, 2020 and the last day being June 10, 2021, for 169 student contact days.
2. *MOTION by L. Johnson to approve the 2020-2021 Calendar as presented, seconded by J. Doberstein. Motion carried unanimously.*

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C. Board Member Online Training Videos

1. Free training videos
2. Will use in as for new Board Member training as well as for ongoing training

D. 990 Tax Form

1. Completed
2. Same information as what was presented in the Annual Report

~~**X. Closed Meeting: Tabled until the regular March Meeting**~~

~~As permitted by Minnesota State statute 13D.05, subdivision 3(a), this meeting will be closed to evaluate the performance of the School District's Executive Director.~~

~~**A. Director Evaluation**~~

~~**XI. Re-Open Meeting & Take any Necessary Action: Tabled until the regular March Meeting**~~

~~**XII. Announcement of Results of Closed Meeting: Tabled until the regular March Meeting**~~

XIII. Correspondence:

XIV. Audience Concerns:

XV. Board Reflection:

- A. Members of the board were appreciative of co-members, and the details of the explanation regarding education documents.

XVI. The next Board Meeting will be held: March 23, 2020 at 5:00 p.m. in the Library

XVII. Adjourn: MOTION by L. Johnson to adjourn the meeting, seconded by G. Gallagher. Motion carried unanimously.