



## NORTH SIDE COMMUNITY SCHOOL

### Board Meeting Minutes

January 14, 2020

Present: Board Members: Jim Brigham, Beth Louis, Kathy Anderson, Michael Carpenter, Crystal Fowler, Alison Nash, Ross Woolsey, Tracee Holmes, Ryan Bumb, Ebony Duncan-Shippy, Lamechia Bradford, Tom Hoerr, Ken Rinderknecht. School Administrative Staff: Chester Asher, Stella Erundu, Janine Gorrell, Celeste Metcalf, Deb Cottin. Young Friends Board: Emily Franz, Cydney Grote. Teachers: Wanda Aponte-Zapata. Others: Katy Jamboretz and Nicole Schulenburg from Common Ground; Jen Patton and Shaquita Banks, Webster University students; Max Koture, Chester Asher's coach; Brad Steele of Westbrook & Company, P.C. 4:45pm - Mission Moment: Chester Asher introduced Kayla and Kyelin, two 6th graders from the Middle School. Each gave an interesting report on his/her respective web portfolio content and projects. Both were applauded and thanked for their presentations. 5:00pm - Meeting officially called to order at the Grand Center Middle School by Jim Brigham. Minutes for November 12, 2019 Board meeting were reviewed and approved.

1. Common Ground: Katy Jamboretz and Nicole Schulenberg were present to provide a report regarding their agency, Common Ground Public Relations. Katy, Nicole and Denise Bentele, Common Ground President and CEO will be working with North Side to provide public relations services under a finite duration contract. Katy and Nicole discussed some of the approaches they will take to get the North Side story out there. They plan to utilize both local and national media outlets to publicize North Side's story, test results and positive impact with families and in the community.

2. Public Comment Period: No one appeared with comments or questions.

3. Executive Committee Report: Kathy Anderson reported Tom Hoerr and Ebony Duncan-Shippy met with Chester Asher regarding the Surveys, and were encouraged that Asher has shared action plans to address some of the issues resulting from the Survey. All three will continue to meet monthly. Construction progress and plans were discussed. Aspects of this will be covered in other committee reports.

4. Administrative Report: Asher provided information regarding test scores, consistency in implementing school-wide practices and communications between leadership team and staff. There is to be a focus on rigor in January. NWEA scores he has shared are new, with ELA scores showing improvement in Elementary grades but with math scores at the Middle School a concern. Attendance figures show somewhat less than 90% of students with at least 90%

attendance rate, but Asher feels the 90/90 goal is still attainable this year. Asher touched on the ways absences are addressed, including calls home, scheduling meetings to discuss if absences persist and developing action plans regarding measures needed to improve attendance. Asher discussed some of the Survey results, which he deemed mostly positive but with some areas of concern. The weekly professional development Thursdays are being changed to bi-weekly with an emphasis on improving quality and relevance of topics. A system for improving timeliness and oversight in meeting supply requests from teachers and staff is being developed. Asher reported there has been some miscommunication regarding consistent application of Restorative Justice concepts. Some clarification of roles is being done. Asher sees his role as Executive Director as being a little different from John Grote's, but recognizes that his increased presence at events, accessibility to staff and building relationships are important. Regarding succession planning, Asher reported there have been 26 applicants for the Middle School Principal position, 61 applicants for the AP search and 39 applicants for the Instructional Coach. The need for discussing strategic planning for longer term goals for North Side was also discussed, as was the immediate need for another Development person to assist Deb Cottin in proactive ways regarding fundraising needs. The advisability of having a regular report regarding potential fundraising sources and how they are being developed and who may be able to assist in this was also discussed. Some discussion was held regarding the Employee and Family Handbooks. They are impressive and informative. Some future add-ons regarding drugs and drug paraphernalia may be needed. A motion was made, seconded and passed to approve the Handbooks.

Asher introduced Max Koture, Asher's coach who is also working with 20 other charter school leaders nationally. Max discussed some of the coaching principles he utilizes, including the use of video. He discussed some issues around how to work on the drive for achieving higher student performance goals and how to ensure staff are on board with school's goals. Jim Brigham and Kathy Anderson had lunch with Asher and Max today and discussed team/personal leadership as well as administrative leadership issues. Max emphasized leadership transition periods can be difficult, leadership roles can change, differing somewhat from past experience, and that being a presence and becoming a known entity to students and staff is important.

5. Finance Report: Celeste Metcalf presented the check register for the month of November, 2019, including a separate list of those checks of \$10,000 or higher. Check register was reviewed and approved. Brad Steele of Westbrook Accounting gave a powerpoint presentation concerning the completed independent audit of North Side. Brad reported North Side had a clean audit for the fiscal year ending June 30, 2019. North Side ended the fiscal year with a change in net assets of +\$329,730. Brad provided information on various aspects of the audit and indicated North Side's financial statement is in good shape. He found no weaknesses or deficiencies in North Side's internal controls. It was moved, seconded and approved by vote of the Board to accept the audit for the 2018-2019 fiscal year, as presented.

6. Young Friends/Others: Cydney Grote and Emily Franz of the Young Friends Board were in attendance at the meeting and were introduced. They gave a brief presentation about the status of planning activities for the April 3, 2020 North Side Gala being held at Neo on Locust. Two fellow Webster University classmates of Crystal Fowler were also in attendance. Crystal

introduced them and explained they are in a course together on Designing and Building Effective Teams. They are present to observe the meeting as part of their research for a paper assessing our Board process.

7. Capital Campaign Report: Beth Louis and Ken Rinderknecht presented an update on the status of the Capital Campaign. It was announced North Side has so far received commitments of \$465,000 for the Campaign. This includes an anonymous \$250,000 commitment, a \$125,000 from the Kemper Foundation and a total of \$65,000 in commitments or contribution to date from 5 Board members. Jim Brigham discussed the need for receiving a financial contribution from all Board members to the Capital Campaign. He will be contacting all members individually. The importance of being able to tell all prospective donors that we have a financial commitment from 100% of Board members was stressed.

8. Facilities/Construction Update: Kathy Anderson reported the Facilities Committee is meeting on a weekly basis, concentrating on construction issues. Interaction with Interface Construction has been very positive. The geological survey showed an area in the construction zone where soil stabilization measures were needed and completed to ensure the ground is sufficient to support the new building. Kathy reported that Ryan Bumb and Peter Benoist on the Committee are experts in construction matters.

9. Parent/Community Engagement Report: Alison Nash and Lamechia Bradford discussed some of the parent engagement and NPO activities this year, including Math Night, Literacy Night and the Spelling Bee Night. Janine Gorrell and Lamechia talked about the Bullying Prevention Night activities scheduled for January 21, 2020, which will include a viewing of the new Karate Kid movie and discussions of bullying. An End of the School Year bash for an as yet unspecified date this spring is also to be planned. Tom Hoerr reminded all about the book discussion and review meeting set for Thursday, January 23, 2020 at 11:00am at the Euclid campus. Discussion of the book "White Fragility", written by Robin DiAngelo, will be facilitated by Dr. Terry Harris, Executive Director of Student Services, Rockwood School District.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Ken Rinderknecht, Secretary