

North Side Community School

NORTH SIDE COMMUNITY SCHOOL Board Meeting Minutes November 13, 2018

Present: Board Members: Jim Brigham, Michael Zuccarello, Kathy Anderson, Thomas Hoerr, Vivian Gibson, Ross Woolsey, Alison Nash, Byron Francis (by phone), Tracee Holmes, Ken Rinderknecht.

School Administrative Staff: John Grote, Stella Erondu, Janine Gorrell, Brian Gross, Deb Cottin.

Teachers: Megan Tosh, Mikayla Thompson.

Others: Susan Cejka, Brian Feld of HKW Architects, Stacy Erker and Barbara Wallace, Co-Chairs Magic of Childhood gala event.

4:45pm Meeting called to order.

Minutes for October 9, 2018 were reviewed and approved with one correction.

1. Gala Event: Stacy Erker and Barbara Wallace, Co-Chairs, presented information regarding the Magic of Childhood fundraising Gala Event. The Gala is set for Friday, April 5, 2019, again at Windows on Washington. The Gala will include the celebration of the 10th Anniversary of North Side. The goal is to raise at least \$220,000. Deb Cottin provided copies of school information and sponsorship commitment forms to be used in seeking sponsorship contributions. Ideas for increasing the number of sponsorship and Fund-A-Need contributions were discussed. It was requested all Board members purchase partial or complete tables and invite guests to attend, in order to enhance the Fund-A-Need contributions at the Gala. The first meeting of the Gala committee is Wednesday, November 28, 2018 at 5:30pm at the Rinderknecht/Wallace home.

2. Administrative Report: John Grote reported there has been a delay in receiving MAP scores this year because of recalibration issues regarding testing results. It is expected the scores will be released to schools in December, 2018 and to the public in January, 2019. Stella Erondu reported the Middle School is doing well, with an excellent participation rate at parent/teacher conferences. Janine Gorrell reported the first parent-involved evening, Math Night, held on November 8, 2018 went very well. PTO officers were chosen, and 79 families (about 300 people) were present. A second event, a growth mindset and movie night, is scheduled for January 29, 2019, with another event to be held in February, 2019.

3. Facilities: Kathy Anderson introduced Brian Feld of HWK Architects, the firm selected for the master plan expansion of the Euclid campus. Brian made an extensive, involved

presentation about HWK's initial study and observations of campus needs, a projected master plan schedule and HWK's initial recommendations for campus standards regarding future capital improvements. HWK's goal is to have a draft of the master plan to present for the January 8, 2019 Board meeting, with a projected final recommended plan by the end of January, 2019. Brian gave a detailed analysis of the current functioning of the cafeteria serving process. He discussed how the functioning could be improved by expanding the cafeteria and kitchen serving areas. This would enable North Side to accommodate more students in less overall time while allowing each student a little more time to eat. Brian's presentation addressed the projected classroom shortage of 3 rooms by school year 2019-2020, with possible solutions being: temporary increase in some classroom sizes, the installation of modular classrooms, or the construction of additional permanent classrooms. HWK has developed 3 possible permanent construction options they believe should not significantly disrupt on-going school activities during the construction process. One option involves building a separate 3 classroom stand-alone building near Euclid. A second option involves a 4 classroom building in the same area. The third option involves constructing a 3 classroom addition on existing Building 3, with a common corridor for the entire building. Brian indicated the plan and design schedules would need to move quickly in order for necessary surveys to be done, a Construction Manager hired, and for shovel-in-ground construction to be able to begin March 1, 2019. HWK believes this is the necessary beginning date to ensure completion by the beginning of the 2019-2020 school year in August. HWK does have viable Construction Manager recommendations. Brian also presented a summary of the projected construction cost ranges for the cafeteria addition and for the additional classroom expansion options. The Board engaged in extensive discussion regarding the pros and cons of the various options, the potential for possible delays in the construction plan process, and the goal and desire to involve significant participation of minority firms. Also discussed were the potential effects of temporary classroom size increases, the potential for disruptions involved in constructing an addition to Building 3, and the merit of adding a 4 classroom building given the marginal increase of cost over that of a 3 classroom building. It was also determined that cafeteria and classroom expansion projects do not necessarily need to be done simultaneously. A Motion was made, seconded and approved to authorize the expenditure of up to \$45,000 to cover survey fees, construction manager fees, etc. for the master plan to move forward.

4. Human Resources and Search: Michael Zuccarello reported the "soft launch" for the new Executive Director (E.D.) will be initiated by the end of the week. Publication and posting for the position, the "hard launch", is to begin on November 26, 2018. The selection committee, joined by Stella and Janine, met on November 12, 2018 to finalize the candidate scorecard and profile to present to the Offor Walker Group. Four priorities and objectives for the E.D. position were developed. A salary range of \$150,000-\$170,000 is being presented. Board members were asked to provide the names of any potential candidates, or resource groups who might be aware of good candidates. This is a national search, but candidates with ties to St. Louis would be preferred. Michael noted 75% of the people Offor Walker has placed have been African-Americans.

5. Parent and Community Engagement: Alison Nash expanded the PTO and parental engagement activities discussed earlier by Janine. It is recommended the North Side budget include in the future, a line item for PTO activities to cover the costs of food and incidentals for

parent engagement activities. An initial amount of \$2,000 was discussed for this purpose.

6. Development: Deb Cottin reported the Young Friends Group's "Rollin' with North Side" event, held at the Pin Up Bowl on October 25, 2018 netted \$8,600, an increase over last year. Ross Woolsey has developed and displayed for the Board a "Things We Should Know" dashboard slide presentation regarding North Side. The presentation outlined general information, demographic factors, school cost factors, teacher salaries, North Side positive performance results and awards received by North Side. The presentation was extensive and included much useful information for fundraising and school promotional activities. Ross emphasized the need to study student retention rates to measure against other schools.

7. Finance: Brian Gross reported the financials for the school look good. Grand Center costs have increased slightly, but that was anticipated. The Finance Committee met and reported North Side is doing well overall. The check register for October, 2018 was reviewed and approved.

8. Governance: Tom Hoerr reported the increase in the size of the Board, to be from 13 to 19 members, is approved. The Board inventory forms completed by members can be used to help in looking for gaps in expertise areas to be filled by potential future Board members.

Meeting was adjourned at 6:59pm.

Respectfully submitted<



Ken Rinderknecht, Secretary

