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## NRCCS Board Meeting July 11, 2022 Minutes

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**Called to Order:** 4:35pm

**Attendees:**

Board members: Present: Kim Smith, Doug Tumminello, John Piret, Sarah Barr, Jenn Clements

Staff members: [Jaime Passchier](#)

Community Members: None.

**Approval of Agenda:** John moved to approve, Sarah seconded. Unanimously approved.

**Minutes:** June 13, 2022 minutes – Kim noted the needed addition of the executive session. Doug moved to approve; Jenn seconded. Motion unanimously approved.

**Request to Address the Board:** None.

**Board Requested Reports:** None.

**COVID Discussion and Update:** Jaime provided an update for NRCCS:

- Some staff and kids tested positive; summer program ultimately had to close for a day as a result.
- Kim noted that updated boosters available in fall should offer additional protection.

**ECC and K-8 Statements:** Update from Jaime

- Current enrollment estimate is range from 93 to 97 students, including a few new middle-schoolers
- Grades 2-3 represent the largest class at 27
- 20 families are anticipated for ECC
- Need ECC teachers – requirements are slightly less educationally stringent than K-8 teachers
- At this point, it appears staffing level will not allow for an after-school program to be offered. Staff is not willing to move forward with patchwork coverage, which might further stress existing staff.
- Dan Kohler moving to instructional coach position with District; a significant loss for the school/middle school, but his position may now be filled. Currently have a verbal commitment from a very qualified individual.

**SCHOOL CHARACTER TRAITS:** Respect | Integrity | Courage | Compassion | Curiosity | Creativity

**SCHOOL HABITS OF A LEARNER:** Grit | Craftsmanship | Responsibility | Collaboration

- Staffing needs continue to include: 2/3, PE, MS, Paras, Substitute(s), Maintenance, and Custodial.

### **Policies and Procedures:**

- Policy review is still in process with individuals at the Charter League. Reportedly about 15 hours more are required to complete HR policy review, which will be available soon. The remainder should be available by August for Staff and Board review.
- A Board policy review work session is scheduled for August 8<sup>th</sup> at 2:30, prior to Board meeting.
- Discussed the posting of potential policies and input from all constituencies. Noted that the board could allow input at a working session, though it is generally not allowed outside of public comment at Board meetings.

### **Tointon Institute**

- Jaime reported on her experience at the Principal Leadership Academy of The Tointon Institute for Educational Change. She was included with a select group of Principals.
- Focus on structure and team building; received leadership practices inventory from NRCCS teachers to help determine direction.
- Ongoing monthly goal check-ins will be constructive.

### **Strategic Goals:**

- Enrollment covered previously.
- Academics: Jaime discussed breaking apart split grade math instruction for improved results, as math has not been as strong as ELA.
  - Emphasis on supporting new teachers, with no CREW teacher being left alone
  - WIN time – What I Need stressed
  - Middle school ELA structured as 7/8 and 6
- Fundraising: Annual BBQ is scheduled for August 19<sup>th</sup> at 7:00pm at the Outpost. They have graciously agreed to donate meat for the event.
  - Amy and Melanie have been working hard on the event.
  - Jobs are assigned. Need deserts and sides. Additional volunteers needed and called for.
  - There will be an entry ticket fee.
  - Funds will go to fieldwork/CREW/Programs
  - Need to additionally advertise/market event.

### **Finance Committee Update:**

- Board members discussed the July 2021-May 2022 Budget/Income Statement, including special comments related to variances. No major changes or concerns since previous month.
- BEST Grant reserves were noted to be required at \$99/student, with 2021 reserve at approximately \$11,000. Noted that CDE was not notified of the Gym addition, and will be as this is required by contract. The Best Grant was noted as having a 20-year lien on the school property.
- NRCCS received an at-risk mitigation allocation for \$10,580, as its portion of SSSD funds received.

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- Jaime reported on a sum of \$38,000 that had been held in the school's PayPal account since 2000. Though typically disbursed immediately, these were funds unknown to school staff, and have now been accessed as additional funds available.
- "New" school sign still resides in the bus barn, and will be installed with the pole that should now be in transit.
- As a step of transitioning to the District for IT services, the Optimal Screens have now been installed in each of the classrooms. That transition should be complete by the beginning of the school year.

**School Accountability Committee (SAC):** Sarah reported that the newly improved survey was sent out. Not yet sure of response numbers but confirmed that it will be completely anonymous. Deadline of July 21<sup>st</sup>. It will be presented to the Board after responses are assembled in August or September. Focus is on increased support of families.

**Strategic Communication Committee (SAC):** Kim reported that Katie has communicated with a Pilot reporter to produce an article regarding Jaime and the school's new staff and direction. Kim noted that staffing is a big story in the community and there remains difficulty competing with the District on salaries.

**Board Open Position:** Despite the board's search, no candidates have presented themselves or been uncovered. The Board discussed acceptance of a range of members of 5 – 7, and comfort with not filling the position. Some Board terms are up in December. John noted that he anticipates rolling off at the end of his second term in December as well.

**Adjournment:** Meeting adjourned at 5:55 p.m.

**Next Meeting:** August 8, 2022 at 4:30; with Board Policy working session beginning at 2:30pm

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