



Meeting MINUTES- 13 November 2024

6:00 PM, Nov 13, 2024 | Location: NSCA Main Conference Room

*Rescheduled due to Nov 6th snow storm

Agenda

A. Call Meeting to Order (Chair, 6:00 pm)

1. Attendance Roll Call

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Present ▾	Absent ▾	Present ▾	Present ▾	Present ▾

- Approved ▾

B. Pledge of Allegiance (Chair, 6:02 pm)

C. Approval of the Agenda (Chair, 6:03 pm)

I move that we approve the agenda for the Nov 13, 2024 NSCA Board Meeting.

1st Motion: Ben Partridge ▾ 2nd Motion: Jessica Garcia ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

- Approved ▾

D. Comments:

1. Public Comments

- Each presenter is limited to 3 minutes **NONE**

Members of the public shall be allowed to address the Board by sending written comments to the Board Secretary at Tara.Jennings@newsommitcharter.org, identifying the subject "PUBLIC COMMENT" in the subject line of the email. All comments must include the name of the person submitting the comment, as well as contact information. Comments sent in anonymously, or by someone who cannot be identified from his or her email address, will not be read at the Board meeting. Comments must be received by 12:00 noon on the day of the meeting. Written comments must be no more than 400 words (approximately 3 minutes), and must not contain profanity, must not reference student names, and must not defame any individual/s by name. Public comments that do not abide by these requirements will not be shared publicly.

2. Board Comments

3. Executive Director Comments

Mrs. McClelland commented on:

- The wonderful Veterans Day Luncheon and affirmed the hard working staff that made the event possible, especially with the 3 day snow day prior to the event.
- Mrs. Wise had her baby, a happy, healthy baby girl named Naomi Elyse and we are just so excited and happy for her.
- Mr. Weston submitted the annual report and was reviewed by Mr. Gustafson and myself. It will be submitted to the board for their review.
- Site planning with the district is scheduled for February. We will be revising our strategic plan from the outcome of that.
- Mrs. Hilborn has a letter reflecting that the officers of the board changed and getting it up-to-date and accurate for the bank. Then both the treasurer and president will meet with Mrs. Hilborn at the bank to complete the signers paperwork.
- Mr. Gustafson had Mr. Partridge sign a financial accreditation letter for the insurance company.

E. Consent Agenda/Written Reports (Chair, 6:20 pm)

1. Minutes from the Oct 9, 2024 Meeting (Mrs. Jennings)
2. Marketing Update (Ms. Reichert)
3. School Events (Mrs. Jennings)

I move that we approve the Consent Agenda for the Nov 13, 2024 NSCA Board Meeting.

1st Motion: Ben Partridge 2nd Motion: Jessica Garcia

Discussion: None

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes	Absent	Yes	Yes	Yes

Approved

F. Information (6:25 pm)

1. Q1 24-25 Dashboard (Mrs. Strawbridge)

Mrs. McClelland gave this report.

- There were some issues pulling data from the district like behaviors and attendance but we are live on Eduvero.
- While we did meet the School Performance Framework (SPF), our team would like to use the Unified Improvement Plan (UIP) as a living document for best practices, so it was updated and loaded.
- Our MTSS process is being revamped to better support our special populations like Special Ed and TAG.
- We are currently conducting consistent, monthly data digs to be able to better look at processes and structures for better quality instructional practices.
- The second and third quarter dashboard will show how we have progressed and met our goals from the beginning of the year.
- Mrs. McClelland opened Eduvero and gave a brief tour of the program and reviewed some results with the board.

2. 23-24 Financial Audit (Mr. Gustafson)

Tom Sistare gave an overview of the report.

- Revenues were up 8.7% overall, expenditures were up 27.4% this still resulted in a \$202,000 increase in fund balance per year, and that also compares favorably to your budget amounts.
- Internal controls were tested, and we had no findings there, so clean internal controls.
- Letters were provided to the board regarding the summaries of the audits and testing.
- Mr. Gustafson affirmed Mrs. Hilborn on her hard work leading up to the audit and we are well positioned leading up to next year's budget.

3. Q1 24-25 Financial Statement (Mr. Gustafson)

Mr. Gustafson reviewed the Q1 24-25 Financial statement with a summary by program and by object.

G. Discussion (7:00 pm)

1. Parent Bill of Rights (Mrs. Ruehl)

Mrs. Ruehl reviewed the changes from the last review to the Parent Bill of Rights and the board discussed some additional changes. The board will review it again and this can go to action in December along with some updates/grammatical changes to our "We Believe" statements.

2. Mid Year Budget 24-25 (Mr. Gustason)

The mid year budget fixes all the things that we know now that we didn't know when we adopted the budget last year, like the final certified pupil count and our audited fund balance, final staff count, utilities etc.

H. Adjourn (Chair, 7:30 pm)

I move that we adjourn the Nov 13, 2024 NSCA Board Meeting.

1st Motion: Ben Partridge - 2nd Motion: Michelle Ruehl -

Discussion: None -

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes -	Yes -	Yes -	Yes -	Yes -

Approved -

Scribe

Tara Jennings