

**New School High Board of Directors Meeting  
Virtual Meeting Minutes**

**Date:** Wednesday, December 16, 2020

**Time:** 6:30 pm

**Location:** Zoom Meeting ID 426 724 4221

**1. Call to Order and Roll Call**

The meeting was called to order by Nic at 6:33 pm.

Present: Sam Barresi, Carey Gary, Nic Cooper, Carolyn King, Joanne Lamar, Rick McCoy, Briana Sprague  
Absent: None

Public: None

Administrator: Tracy Lynn (School Leader)

Recorder: Wendi Feigner

**2. Public Comment**

None

**3. Approval of Agenda**

Briana moved to approve an amended agenda with the Budget Amendment Approval to precede the Committee Reports. Sam seconded the amended December 16, 2020 virtual meeting agenda.

Roll Call Vote      Ayes: Sam, Carey, Nic, Carolyn, Joanne, Rick, Briana  
                             Nays: None

The amended agenda for the December 16, 2020 virtual meeting was approved.

**4. Consent Agenda**

Briana moved to accept the consent agenda including November 18, 2020 virtual meeting minutes. Joanne seconded.

Roll Call Vote      Ayes: Sam, Carey, Nic, Carolyn, Joanne, Rick, Briana  
                             Nays: None

The consent agenda was approved.

**5. Correspondence**

None

**6. Budget Amendment Approval**

Briana introduced the budget amendment and its projected net negative income of \$3,888.

Sam said a deficit balance could impact more than the current year. His information suggests a special formula for 2021-22 state aid - student count is not anticipated. A recommendation is to plan for the worst in 2021-22. Sam said budgeted expenditure needs versus wants should be evaluated. Joanne confirmed the negative income should be resolved.

Tracy agreed 40 students are needed for 2021-22 to maintain enrollment.

Sam shared his zero-based budgeting experience. He offered legal expenses be reduced, general fund professional development be reallocated, assess dues & fees expenses, reduce instructional supplies, and adjust custodial time and/or office support.

Tracy is working on fundraising leads.

Sam requested a budget vs. actual detail report for the entire year in future board meeting packets. Sam suggested the Board hold a retreat (budget workshop) so members could evaluate line by line. He wants expenditures (beyond contracted or based on agreements) frozen. He wants expenses to be encumbered.

Sam moved the Budget Amendment be approved & the Board have a January 2021 budget workshop (prior to the January board meeting) with the purpose of creating a balanced budget. Rick seconded the amendment be approved, with the understanding the January workshop will generate another amendment. No vote was taken.

Sam exited the meeting at 7:02 pm. Rick withdrew the motion.

Rick motioned legal fees be reduced to \$1,000 and dues & fees reduced to \$389 in order to achieve a budget amendment with a \$0 net income. Joanne seconded.

Roll Call Vote Ayes: Carey, Nic, Carolyn, Joanne, Rick, Briana  
Nays: None

The budget amendment was approved.

Briana exited the meeting at 7:16 pm.

### **7. Committee Reports**

The Strategic Planning Committee (Nic, Carey, Rick, Tracy and Wendi) met on November 23, 2020. Nic summarized the Committee as the process used previously (e.g. questions focused on growth over time). The Committee asked critical questions and set a future meeting for mid-March 2021.

Nic read adjusted mission language -

New School High is committed to academic excellence, creativity, community engagement, and the nurturing and development of compassionate and responsible human beings through a personalized, relevant education led by passionate teachers and enhanced by the resources of the community.

Nic clarified Tracy is responsible for the school's day to day activity. In the Committee meeting Rick said the Board's activity falls within or can be described by the words (roles) advisory, oversight and support.

Nic summarized the Committee's discussion of Adaptability, Finance, Marketing, Staffing, Staffing Development and Technology.

### **8. Treasurer's Report**

Wendi summarized the financial reports. Rick motioned to receive the Treasurer's Report. Carey seconded the motion

Roll Call Vote Ayes: Carey, Nic, Carolyn, Joanne, Rick  
Nays: None

The report was received.

Sam returned to the meeting at 7:44 pm.

### **9. Action Items**

#### **A. Old Business None**

#### **B. New Business**

##### **a. Extended COVID-19 Learning Plan December 2020 Reconfirmation**

Tracy introduced the December 2020 reconfirmation. The interaction rates were lower for the first two weeks of December. Teachers suggested in-person students' presence in classrooms may create a stronger sense of connection (attendance).

Joanne moved to accept the December Reconfirmation. Carey seconded.

Roll Call Vote Ayes: Sam, Carey, Nic, Carolyn, Joanne, Rick  
Nays: None

The December 2020 Extended Covid-19 Learning Plan Reconfirmation was accepted.

**10. Business / Management Report**

**a. School Leader's Report**

Tracy received an update from Staples on the Chromebook order. Tracy announced a new initiative at the state level - Engage; to engage students and provide them with remote learning resources. The initiative aims to support high school students towards their graduation. Small groups of students are assigned to a Teacher Mentor. Students receive weekly phone calls from their Mentor. Mentors were directed to not discuss school. Virtual holiday activities are planned for students tomorrow afternoon.

**Extended Public Comment**

None

**11. Comments from the Board**

- a. Confirmation of the next board meeting date and time - Wednesday, January 27, 2021  
6:30 pm
- b. The Special Meeting - Budget workshop (retreat) will be on Wednesday, January 20, 2021  
7:00 pm.

**12. Adjournment**

Rick moved to adjourn the meeting. Carey seconded.

Roll Call Vote Ayes: Sam, Carey, Nic, Carolyn, Joanne, Rick

Nays: None

The meeting adjourned at 8:09 pm.

Minutes Certification:



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Wendi Felgner, Recorder  
December 16, 2020

Approved by New School High Board of Directors



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Carolyn King, Secretary

Date: