



Board Meeting

Tuesday, June 18, 2024

4:30pm

Location:

Third Baptist Church

Library - 4th Floor



**Board of
Directors Meeting
June 18,
2024
4:30 PM**

Location:
North Side Community Middle School
620 N. Grand Ave.
St. Louis, MO 63103
4th Floor - Library

Zoom link - <https://us02web.zoom.us/j/89781470565>

Call to Order	Kathy Anderson
Approval of May 14, 2024 Minutes	Kathy Anderson
Period for Public Comment*	Kathy Anderson
Executive Director's Report	Doug Thaman
<ul style="list-style-type: none">● LEA Update● Matters Requiring Board Review and/or Approval<ul style="list-style-type: none">○ Reading Success Plan Policy - Draft○ Caring Adults and Community Engagement Policy - Draft○ Conflict of Interest Policy (Revised) - Draft○ Family Medical Leave Act Policy (Revised) - Draft○ Instruction for At Risk Students Policy - Draft○ Special Education Records Policy - Draft○ Missouri Sunshine Law Policy - Draft○ Use of Social Media Policy - Draft● Compliance Update● Organizational Metrics	
Finance Report	Carlton Brooks/Mike Hall
<ul style="list-style-type: none">● May 2024 Financials	

Committee Reports

- Development Committee Tracee Holmes
- Young Friends Hiral Patel

- Governance Committee Byron Francis
- Facilities Committee Ross Woolsey
- Strategic Planning Mike Quinlan

Old Business

- Third Baptist Lease - Update

New Business

- Paving Bid for Elementary and Early Childhood Center
- 2024-25 Employee Handbook

Attachments:

May 14, 2024 Minutes - Draft
Executive Director's Report
Reading Success Plan Policy - Draft
Caring Adults and Community Engagement Policy - Draft
Conflict of Interest Policy (Revised) - Draft
Family Medical Leave Act Policy (Revised) - Draft
Instruction for At Risk Students Policy - Draft
Special Education Records Policy - Draft
Missouri Sunshine Law Policy - Draft
Use of Social Media Policy - Draft
May 2024 Financials
St. Louis Paving Bid
2024-25 Employee Handbook

*Those who wish to provide public comment to the Board must sign up in advance and are limited to 3 minutes.



NORTH SIDE COMMUNITY SCHOOL

Board Meeting Minutes
May 14, 2024

Present:

Board Members: Kathy Anderson, Mike Carpenter, Lindsay Combs, Fred Falker, Byron Francis, Shana Fick, Tracee Holmes, Candace Johnson, Mike Quinlan, Ross Woolsey, Ken Rinderknecht.

School Staff: Dr. Douglas Thaman, James Beverly, Mike Hall, Ginger Lockett.

Others: None.

4:30 PM - The Board Meeting was officially called to order by Kathy Anderson, Board President.

Approval of Minutes: *The minutes of April 16, 2024 Board Meeting were reviewed and approved by unanimous vote of the Board.

Public Comment Period: No one was present to offer public comment.

Executive Director/Administration Report: Dr. Thaman reviewed elements of his written Executive Director Report, including a summary of the 7 recent new teacher hires for the 2024-25 school year and a listing of 5 still open positions. Dr Thaman announced that Dr Gina Jeffries has been chosen to be the new Principal for North Side Middle School. Dr Jeffries has been the Director of the SIUE East St Louis Charter High School.

North Side has received Student Intent to Return forms for 319 families, with 74 families as yet to respond. There are about 70 openings still available for the '24-'25 year. The process of verifying proof of residence for enrolled families has begun. Dr Thaman also advised a Family Pack Meal Kit Program has been initiated for North Side families.

Other matters reviewed included: Teacher Appreciation Week, installation of the new playground space this summer, and Summer School planning - with currently 199 students registered to attend. It was noted next week is the last week of the regular school year.



The UMSL Performance Framework for North Side for School Years 2025-2029 were reviewed. *It was moved and seconded to approve the Performance Framework, which was approved by unanimous vote of the Board.

Finance Committee Report: Mike Hall reviewed elements of the April Finance Report, including aspects of the balance sheet for April. It was noted both revenues and expenses were higher than anticipated for the month. The ending loan principal balance in April is \$758,424. All ESSER's funds will be fully drawn down this calendar year as required.

The check registers for April 2024 and checks written for more than \$10,000 were reviewed. *The check register for April was approved by unanimous vote of the Board.

*The proposed Budget for school year 2024-25 was approved by unanimous vote of the Board.

Development Committee Report:

James Beverly presented a brief Development Report, including a 2023-24 Funding Summary which noted that fundraising for the year to date has brought in over \$1 million. James noted the May 3 Gala went well and was successful.

Governance Report:

Byron Francis reiterated the Governance goal to add new Board members - looking for recommendations.

Facilities:

Dr Thaman and Ross Woolsey discussed some points regarding facilities planning, including the new playground and summer cleaning. There will be a need to develop an overview and timing for large scale projects. North Side has received a \$50,000 grant for surface paving, which will create a few new parking spaces and a new bus parking area.

Strategic Plan:

Mike Quinlan noted the 5 year Strategic Plan was approved on March 12. Board participation and discussion will be needed down the road regarding the expectations presented in the Plan.

New Business: The 2024-25 Employee Handbook is being prepared for Board review, with Ginger Luckett working on various revisions needed. It is hoped a draft will be completed soon for review and approval.



Upcoming final events for the school year were noted, including:

- 8th Grade Graduation on May 21
- Kindergarten Graduation on May 22
- 5th Grade Promotion on May 23
- Field Day on May 24.

5:13 PM - The Regular Board Meeting was adjourned. *Motion was made, seconded and approved to enter into Executive Session to discuss legal and administrative matters.

6:15 PM - Executive Session was adjourned.

Respectfully submitted,

Ken Rinderknecht, Secretary



Executive Director's Report June 18, 2024

LEA Update

1. Open Positions

- Classroom Teacher (4th Grade)
- Classroom Teacher (5th Grade, Math)
- Classroom Teacher (5th Grade, Science)
- Classroom Teacher (8th Grade, ELA)
- Classroom Teacher (8th Grade, Science)
- MS Art Teacher
- Elementary Lead Interventionist

2. New Hires (2024-25 School Year)

- Maddie Baumgart - 6th Grade, ELA

3. Student and Teacher Recruitment

Recruitment for teachers and students are heavily underway. For teachers, we have commercials, ads, billboards, and direct contact with area colleges and universities. For students we are doing the same in conjunction with radio ads, yard signs, and canvassers knocking on nearly 12,000 doors to promote North Side. This previous week, we've had Channels 5, 2 & 11 here to do news segments which all aired this past week. They will also be shared on social media. We hope all of these efforts will not only meet our recruitment goals but also showcase our school to new audiences.

4. Summer School Program

The 2024 Summer School at North Side Olympians Academy began on June 3, 2024. Summer School is designed to offer high-quality academic opportunities through focused instructional time running through June 28, 2024. Our program aims to enhance academic skills, foster community building, and provide targeted intervention support. The daily schedule includes breakfast and recess, followed by two academic blocks dedicated to English Language Arts (ELA) and Math, utilizing both whole group and small group instruction. Post-lunch, students engage in a variety of enrichment activities such as physical education, science explorations, and creative writing, all aligned with Missouri Learning Standards.



A highlight of our program is the Summer Olympics Field Day event held every Friday, with themes like "Go the Distance" and "Do Your Best." These events culminate in an awards ceremony celebrating academic and athletic achievements, fostering a spirit of competition and camaraderie. To enhance the festive atmosphere, the Kona Ice Truck is scheduled to visit each Friday. Our dedicated team of teachers, assistants, and enrichment coaches collaborates to create a vibrant and dynamic learning environment.

Matters Regarding Board Approval

1. University of Missouri St. Louis Performance Framework 2025-2029
2. Reading Success Plan Policy - Draft
3. Caring Adults and Community Engagement Policy - Draft
4. Conflict of Interest Policy (Revised) - Draft
5. Family Medical Leave Act Policy (Revised) - Draft
6. Instruction for At Risk Students Policy - Draft
7. Special Education Records Policy - Draft
8. Missouri Sunshine Law Policy - Draft
9. Use of Social Media Policy - Draft

Compliance Update

The following State compliance reports were completed and submitted in May:

- No Reports were required for May

The following University of Missouri St. Louis compliance reports were completed and submitted in May:

- No Reports were required for May



Organizational Metrics

Grade	# of Classroom	Full Enrollment - Prior to Start of Year (10/Class)	Full Enrollment - Throughout the Year (Based on 15 per room)	Enrolled	Available Seats 23-24 (15/Class)
PreK	3	30	30	29	1
Kindergarten	3	54	45	37	8
First Grade	3	54	45	49	0
Second Grade	3	54	45	43	2
Third Grade	3	54	45	46	0
Fourth Grade	3	54	45	49	0
Fifth Grade	3	54	45	44	1
Sixth Grade	3	54	45	46	0
Seventh Grade	3	54	45	39	6
Eighth Grade	3	54	45	40	5
TOTAL	30	516	435	422	22

SCHOOL	ATTENDANCE % WEEK 1 8/21	ATTENDANCE % WEEK 2 8/28	ATTENDANCE % WEEK 3 9/5	ATTENDANCE % WEEK 4 9/11
NSCS	99%	99%	98%	98%
NSGC	96%	96%	93%	94%



SCHOOL	ATTENDANCE % WEEK 9 10/16	ATTENDANCE % WEEK 10 10/23	ATTENDANCE % WEEK 11 10/30	ATTENDANCE % WEEK 12 11/6
NSCS	93%	93%	93%	88%
NSGC	93%	89%	92%	89%

SCHOOL	ATTENDANCE % WEEK 13 11/13	ATTENDANCE % WEEK 14 11/27	ATTENDANCE % WEEK 15 12/4	ATTENDANCE % WEEK 16 12/11
NSCS	93%	94%	92%	93%
NSGC	91%	89%	87%	88%

SCHOOL	ATTENDANCE % WEEK 17 12/18	ATTENDANCE % WEEK 18 1/3	ATTENDANCE % WEEK 19 1/8	ATTENDANCE % WEEK 20 1/16
NSCS	91%	90%	92%	93%
NSGC	82%	84%	90%	93%

SCHOOL	ATTENDANCE % WEEK 21 1/22	ATTENDANCE % WEEK 22 1/29	ATTENDANCE % WEEK 23 2/5	ATTENDANCE % WEEK 24 2/12
NSCS	92%	90%	89%	88%
NSGC	92%	87%	85%	80%



North Side
Community
School
*Education Beyond
Expectations*

SCHOOL	ATTENDANCE % WEEK 25 2/20	ATTENDANCE % WEEK 26/2/26	ATTENDANCE % WEEK 27 3/4	ATTENDANCE % WEEK 28 3/11
NSCS	90%	90%	88%	85%
NSGC	83%	87%	83%	86%

SCHOOL	ATTENDANCE % WEEK 29 3/25	ATTENDANCE % WEEK 30 4/1	ATTENDANCE % WEEK 31 4/8	ATTENDANCE WEEK 32 4/15
NSCS	91%	91%	92%	92%
NSGC	87%	88%	90%	90%

SCHOOL	ATTENDANCE % WEEK 33 4/22	ATTENDANCE % WEEK 34 4/29	ATTENDANCE % WEEK 35 5/6	ATTENDANCE WEEK 36 5/13
NSCS	93%	92%	92%	89%
NSGC	90%	90%	90%	83%

SCHOOL	ATTENDANCE % WEEK 37 5/20			
NSCS	82%			
NSGC	78%			



RETENTION

The ending enrollment number for 2022/2023 school year was 483 students. The number of returning students for the 2023/2024 school year was 395 for an 82% retention rate.

The number of new students for the beginning of the school year 2023/2024 was 63 for a total of 458 students to start the year. The year ended with 461 students.

SUMMER SCHOOL ENROLMENT

GRADE	# OF STUDENTS
K	27
1st	39
2nd	33
3rd	37
4th	26
5th	31
6th	23
7th	19
TOTAL	235



GRADE LEVEL	MAXIMUM STUDENTS TO BEGIN	MAXIMUM STUDENTS AFTER SCHOOL STARTS	CONFIRMED RETURNING STUDENTS	NUMBER OF STUDENTS TO RECRUIT	NEW APPLICANTS	NUMBER OF STUDENTS LEFT TO RECRUIT
PRE-K	30	30	0	30	29	1
KINDERGARTEN	54	45	26	28	13	15
1ST	54	45	31	23	9	14
2ND	54	45	37	17	11	6
3RD	54	45	33	21	9	12
4TH	54	45	37	17	5	12
5TH	54	45	33	21	6	15
6TH	54	45	36	18	9	9
7TH	54	45	37	17	3	14
8TH	54	45	24	30	3	27
TOTALS	516	435	294	222	97	125

The above numbers represent the current data we have for next year's enrollment. We ended the school year with a total of 461 students. We feel many of those remaining students that have not responded to our efforts to get an "Intent to Return" filled out, will indeed return. We only have 13 students confirmed that will not be returning.

North Side Community School						
Balance Sheet - Consolidated w/ FA and Note Payable						
May 2024						
Total Assets						
Current Assets						
1111 CASH IN BANK		\$204,918				
1112 Sweep Account		\$11,558				
1143 US Treasury Bills		\$1,525,085				
1132 PETTY CASH		\$650				
Total Cash		\$1,742,211				
Current Assets		\$1,742,211				
Long-term Assets						
1510 Land		\$450,400	FY23 Audited			
1511 Improvements Other Than Buildings		\$1,028,307	FY23 Audited			
1521 Buildings and Remodeling		\$3,092,085	FY23 Audited			
1540 Equipment		\$145,179	FY23 Audited			
1540 Equipment added FY24		\$66,238				
1542 Classroom Instructional Apparatus		\$0	FY23 Audited			
1544 School Buses		\$0	FY23 Audited			
1549 Other (Accumulated Depreciation)		-\$1,014,198	FY23 Audited			
Long-term Assets		\$3,768,011				
Total Assets		\$5,510,221				
Total Liabilities & Net Assets						
Current Liabilities						
2111 ACCOUNTS PAYABLE-		\$44,253	employee retirement contributions and insurance			
		\$57,346	outstanding checks			
Long-term Liabilities						
2121 LOAN PAYABLE (3.07% rate)		\$752,161	F34			
General Payable						
Total Liabilities (Current & Long-Term)		\$853,760				
Net Assets - Fund Balance						
Beginning net asset balance - July 1		\$5,175,984	FY23 Audited			
Change in net assets		(653,301.37)	P&L Budget to Actual tab			
Add capital expenses YTD		\$66,238	P&L Budget to Actual tab			
Add back YTD principal payments		\$67,541	X			
Ending Net Assets		\$4,656,462				
Total Liabilities & Net Assets		\$5,510,221				
		\$0				

Loan/Note Payable Details		2023-2024	
Ending June 30, 2023 Balance		819,702	
Principal payments YTD	\$ 67,541	X	P&L Budget to Actual tab
Ending Principal Balance	\$ 752,161		

May 2024

Revenues	Budget	Month	YTD Actual	Expected YTD
Prop C	750,000	47,711	677,383	687,500
State Funds	6,578,593	779,397	6,150,278	6,030,377
Federal Funds	2,251,488	158,816	2,555,928	2,063,864
Donations and Grants	573,507	47,590	310,116	525,715
Other Revenue	15,000	5,805	23,343	13,750
Investment Income	86,000	8,845	32,404	78,833
Insurance Recovery	0	8,727	26,655	0
Total Revenues	10,254,588	1,048,164	9,776,108	9,400,039
Expenses	Budget	Month	YTD Actual	Expected YTD
ES and MS Salaries and Benefits	3,408,778	533,855	3,222,767	3,124,713
Special Education Salaries and Benefits	605,774	90,380	556,929	555,293
All Other Instructional Expenses	355,750	56,283	585,766	326,104
Student Activities	45,000	5,468	36,240	41,250
Student Services	673,600	48,657	590,829	617,467
Instructional Staff Support	504,873	44,475	556,633	462,800
Board	5,500	0	0	5,042
General Admin and Central Services	1,043,109	154,730	1,303,288	956,183
Building Administration	870,305	71,426	764,320	797,779
Operation of Plant	1,040,377	116,282	1,282,994	953,679
Transportation	612,306	99,195	641,607	561,281
Food Service	456,222	50,151	507,026	418,204
ECC and Afterschool Academics	265,957	62,878	290,773	243,794
Facility Acq. And Construction	0	0	0	
Debt Service: Interest & Principal	98,440	8,203	90,236	90,237
Total Expenses	9,985,991	1,341,983	10,429,409	9,153,825

Change in Net Assets	268,597	-293,819	-653,301	246,214
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Notes:
All Other Instructional Expenses: Summer school, supplies, and services related to instr
Instructional Staff Support: Professional Development, Instructional Coaches, Curriculum Coordinator
General Admin and Central Services: Executive Director, Finance Director, Accountant, Development director,
Building Administration: School Secretary, Asst. Principals, and Principals
Operation of Plant: Facility Manager, Janitors, Building Supplies, Cleaning Supplies, Repairs and Maintenance, Utilities, Property Insurance, Security, Equipment
Communitis Services: Teachers and Staff related to ECC

Check Numbe	Check Date	Entity Name	Check Amount
12247	05/01/2024	Public School Retirement System	98,753.26
1211230	05/13/2024	UHS Premium Billing	58,175.44
12248	05/01/2024	SSA Group, LLC	29,900.38
12262	05/08/2024	Midwest Transit Equipment, Inc	20,517.23
12261	05/08/2024	Martin Brothers	17,397.60
12292	05/23/2024	Assist Services, LLC	17,193.23
12251	05/01/2024	The Third Baptist Church of St. Louis	16,666.66
12274	05/08/2024	Midwest Transit Equipment, Inc	9,727.35
12315	05/30/2024	Lyn-Hils Cleaning Service, INC.	8,195.25
12310	05/30/2024	Amazon Capital Services	7,794.31
12265	05/08/2024	St. Louis Brick and Tuckpointing	6,800.00
12243	05/01/2024	Midwest Transit Equipment, Inc	6,651.30
12244	05/01/2024	Miriam School and Learning Center	6,400.00
12301	05/23/2024	Mike Martin Media LLC	5,910.00
12272	05/08/2024	Zerr Lawn Care and Landscape LLC	5,762.50
12266	05/08/2024	St. Louis Protection Security Service	5,365.00
1211228	05/08/2024	Anne Miller Educational Consulting, LLC	5,000.00
12304	05/23/2024	St. Louis Protection Security Service	4,888.75
12303	05/23/2024	Southern Illinois University Edwardsville	4,705.80
12318	05/30/2024	St. Louis Protection Security Service	4,656.25
12285	05/16/2024	St. Louis Protection Security Service	4,655.00
12249	05/01/2024	St. Louis Protection Security Service	4,531.25
12263	05/08/2024	Miriam School and Learning Center	4,398.75
1211229	05/09/2024	Mutual of Omaha	3,950.88
12297	05/23/2024	Floreo	3,500.00
12260	05/08/2024	LDR ADMServices	3,011.25
12321	05/30/2024	Win At Social, Inc.	3,000.00
12298	05/23/2024	Fox2/KPLR11	2,284.66
12250	05/01/2024	Star Vacuum	1,836.35
12253	05/08/2024	AppleTree Institute	1,800.00
12273	05/08/2024	School Speciality, LLC	1,504.10
12316	05/30/2024	Miriam School and Learning Center	1,471.25
12282	05/16/2024	Integrated Openings Solutions	1,325.00
12283	05/16/2024	Securly	1,025.00
12288	05/16/2024	Travis Tyler	1,000.00
12264	05/08/2024	Office Depot	983.30
12291	05/23/2024	Archway Engraving	967.56
12271	05/08/2024	UniFirst Corporation	942.60
12300	05/23/2024	Laclede Cab Company	910.50
12314	05/30/2024	Kona Ice	886.35
12295	05/23/2024	Commercial Kitchen Services	861.00
12276	05/15/2024	Augustus E. Brooks	860.67
12308	05/31/2024	Augustus E. Brooks	860.67
12259	05/08/2024	Laclede Cab Company	827.75
12307	05/23/2024	Tyler Technologies, Inc.	820.00
12309	05/31/2024	Marqua McGull-Billingsley	777.07
12255	05/08/2024	Communications Technologies, Inc	717.35
12317	05/30/2024	Office Depot	663.07
12293	05/23/2024	Central District Alarm, Inc	500.10
12269	05/08/2024	Stinson LLP	490.00
12294	05/23/2024	Clean Carton Co. Inc.	459.54
12305	05/23/2024	Star Vacuum	440.80
12252	05/01/2024	TruGreen Commercial	420.00
12277	05/15/2024	Marqua McGull-Billingsley	413.49
12296	05/23/2024	Communications Technologies, Inc	370.00
12267	05/08/2024	Staples	324.64
12279	05/16/2024	Angad Arts Hotel	315.00
12246	05/01/2024	Penny Productions LLC	300.00
12289	05/21/2024	Pose Perspective 360	300.00
12290	05/21/2024	Syretta Kirk	300.00
12256	05/08/2024	Doug Thaman	276.00
123	05/16/2024	St. Louis Science Center	262.00
12312	05/30/2024	Clean Carton Co. Inc.	229.65
12281	05/16/2024	Ginger Luckett	227.59
12287	05/16/2024	The Third Baptist Church of St. Louis	220.00
12311	05/30/2024	CAM Print Incorporated	202.00
12280	05/16/2024	Don Clair	200.00
12278	05/15/2024	Darynell Thomas	199.24
12286	05/16/2024	Star Vacuum	147.90
12242	05/01/2024	CAM Print Incorporated	121.50
12245	05/01/2024	Office Depot	106.62
12257	05/08/2024	The Edge	100.00
12270	05/08/2024	Tueth, Keeney, Cooper, Mohan & Jackstadt, P.C.	85.50
12284	05/16/2024	Speed-E-Way	80.66

12319	05/30/2024	Star Vacuum	80.60
12320	05/30/2024	Tech Electronics, Inc.	75.00
12268	05/08/2024	Star Vacuum	57.61
12258	05/08/2024	Hillyard	38.97
12299	05/23/2024	Hillyard	36.35
12306	05/23/2024	Treasurer, State of Missouri	25.00
12302	05/23/2024	The Novel Neighbor	20.78
12313	05/30/2024	Communications Technologies, Inc	19.24
12254	05/08/2024	Branneky & Sons	14.04

397,729.51

Agenda

- I. 23/24 Funding Summary
- II. 24/25 Goals
 - A. Suggestions
 - B. Grant Funding Down
- III. Friends of North Side
 - A. New Structure
 - B. Recruitment
 - C. Fundraisers
- IV. Development Committee
 - A. Recruitment
- V. Blacktop Project
 - A. Suggestions
- VI. Pavilion Project
- VII. Marketing & Development Handbook
 - A. Revising
- VIII. New Donor Outreach
- IX. Book Vending Machine
- X. Open Discussion

2023-2024 Funding Summary

Fund Type	Goal	YTD	Loss/Gain
Fundraisers	\$200,000	\$118,650	-\$81,350
Corporate & Individual Donations	\$150,000	\$155,713	\$5,713
Grants	\$700,000	\$818,600	\$118,600
Total	\$1,050,000	\$1,092,963	\$42,963