



## Minutes

**Date:** January 27<sup>th</sup>, 2022

**Time:** 9:00am – 10:30am

**Location:** This meeting will be held remotely per AB 361 Brown Act Flexibility

By video: <https://us02web.zoom.us/j/7400276877?pwd=eUxFZzgvrRTJqNzlyUndqbG9PWjNRUT09>

By phone: (415) 762-9988

Meeting ID: 740 027 6877 // Password: 2929

**Attendees:** **Board Members:** Bita Nazarian (Chair), Pooja Shah (Treas.), Ravi Paidipaty (Secretary), Farouk Ladha, Patience Yi, Lindsay Florin, Nik Ajagu, Andrew Glickman

**Staff:** Ryan Chapman, Emily Bobel Kilduff

**Guests:** Dena Koren (Edtec), Josh Clark (Edtec), John Clawson (ECB), Tracy Hannah (ECB), Megan Exnicios

**Apologies:** **Board Members:** Farouk Ladha

<b>1. Welcome and Attendance</b>	<b>9:00 – 9:05am</b>
- Welcome and Overview of Meeting <i>Action: Quorum Established</i>	Documents: 1. 211026 Agenda
<b>2. Public Forum**</b>	<b>9:05 – 9:10am</b>
<b>3. Co-founders' Report</b>	<b>9:10 – 9:25am</b>
- Progress on Priorities The Heads of School highlighted challenges, specifically in the areas of people (retention, culture and climate, and staffing), omicron, and student enrolment. COVID-19 and pandemic fatigue are easily the greatest contributors to these challenges. The board noted the number of areas that the school is reporting to be at medium to medium-high risk. The board noted that the climate at school amongst students and families does not reflect this and commended the school's team for managing these challenges.  EBK highlights attrition of staff as an area of considerable concern. The school assumes higher turn-over this year at all levels due to COVID-19. The school is currently recruiting for two important roles: MS director and ES director. The board agreed to forward to their networks and recommended engaging a recruitment agency. The board discussed support for staff sustainability and the strategies the school currently uses.	Documents: 3. Jan '21 Update & Risk Analysis

<p>RC discussed feedback of staff re exhaustion and need to look at non-comp incentives as well, including scale and scope of change. The board invited requests for additional support, including how best to support the team for the remainder of the year.</p> <p>EBK reported that the compensation working group would be meeting over the next 4-6 weeks.</p>	
<p><b>4. Close Session: Conference with Real Property Negotiations</b></p>	<p><b>9:25 – 9:55am</b></p>
<ul style="list-style-type: none"> <li>- Property: Valencia St, San Francisco, CA</li> <li>Agency Negotiation: Co-Heads of School</li> <li>Negotiating Parties: Board, Co-Heads of School</li> <li>Under Negotiation: Purchase and Sale Agreement</li> </ul>	<p>Documents:</p> <ul style="list-style-type: none"> <li>4. Valencia St. Property Packet</li> </ul>
<p><b>5. Finance &amp; Fundraising</b></p>	<p><b>9:55 – 10:20am</b></p>
<ul style="list-style-type: none"> <li>- December '21 Financials</li> <li>- Fundraising</li> </ul> <p>ME provided overview on 2021-22 fundraising to date. The school exceeded targets for Dec '21 by \$156K (\$370K to \$526K). \$1.4MM to go inclusive of PPP. The board reviewed renewals and new funding and asked question around how to coordinate capital campaign and annual campaign to avoid cannibalizing. EBK and RC outlined how cultivation for the capital campaign has led to greater giving for the annual campaign. EBK to engage board at next meeting with collateral for campoaigns.</p> <p>JC reviewed changes to our financials, some significant. Overall, there was an increase in revenue due to increase in fundraising and state revenue. A small net increase (\$23K) in projected expenditure due to supplies and contractors. JC highlighted future cash flow issues due to the holding back of Prop G &amp; J funding. This becomes particularly acute at end of FY22 and beginning of FY23. It was agreed that the highest leverage actions to address cashflow would be to leverage capital campaign engagement to raise contributions and cash in (short and longer-term).</p> <ul style="list-style-type: none"> <li>- FY 2020-21 Audit Approval <i>Action: 2020-21 NSSF Audit Approved</i></li> </ul>	<p>Documents:</p> <ul style="list-style-type: none"> <li>5a. FY22 December Financial Package</li> <li>5b. 2021-22 Fundraising Overview</li> <li>5c. FY2020-21 NSSF Audit Report and Board Letter</li> </ul>
<p><b>6. Consent Agenda</b></p>	<p><b>10:20 – 10:30am</b></p>
<ul style="list-style-type: none"> <li>- Approval of Previous Minutes <i>Action: 211026 Minutes Approved</i> <i>Action: 211220 Minutes Approved</i></li> <li>- 2122 NSSF Independent Study Policy (revised) <i>Action: NSSF Independent Study (revised) Approved</i></li> <li>- Renewal of Resolution Regarding the Ralph M Brown Act and Finding of Imminent Risk to Health and Safety of In-Person Meetings</li> </ul>	<p>Documents:</p> <ul style="list-style-type: none"> <li>7a. 211026 Minutes</li> <li>7b. 211220 Minutes</li> <li>7c. 2021-22 Independent Study Policy</li> <li>7d. NSSF Resolution – Brown Act and Imminent Risk</li> <li>7e. 2021 SARC</li> </ul>

<p><i>Action: Renewal of NSSF Resolution Brown Act and Imminent Risk Approved</i></p> <p>- 2020-21 School Accountability Report Card (SARC) <i>Action: 2020-21 School Accountability Report Card Approved</i></p>	
<p><b>7. Any Other Business</b></p>	<p><b>10:30 – 10:35am</b></p>

\*Pursuant to NSSF's 12/20/21 approved resolution in compliance with AB 361 all members of the Board of Directors as well as the Executive Team, will join the meeting via phone/video conference. No teleconference locations will be posted.

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\*\*Anyone is welcome to attend the Board meeting. Please note that the Public Forum segment of the agenda is provided to the public for the opportunity to directly address the Board on any item on the agenda or any other issue regarding New School SF. If several people are present and want to speak before the Board, time allotted to each person may be limited. Members of the public may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.