



Minutes

Date: June 21st, 2022

Time: 3:00pm – 5:00pm

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

By video: <https://us02web.zoom.us/j/7400276877?pwd=eUxhZzgvRTJqNzlyUndqbG9PWjNRUT09>

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

Apologies: Andrew Glickman

Staff: Ryan Chapman, Emily Bobel Kilduff, Megan Exnicios

Guests: Dena Koren (Edtec), Josh Clark (Edtec)

1. Welcome and Attendance	3:00 – 3:05pm
- Welcome and Overview of Meeting <i>Action: Quorum Established</i>	Documents: 1. 220621 Agenda
2. Public Forum**	3:05 – 3:10pm
3. Co-founders' Report	3:10 – 3:30pm
- Progress on Priorities <i>RKC and EBK focused the board discussion on the greatest risk to the school: the retention and recruitment of a high quality team. Particular attention was paid to the elementary school where we have roughly 40% turnover of our teaching team. EBK reported that this attrition is the highest ever for the school, with the vast majority of staff leaving the teaching profession. EBK detailed the early preparations the school took to address likely attrition and the progress made with hiring. The school changed expectations for hiring, streamlining the process, increasing incentives for referrals, and expanding our networking. We also created the Teaching Associate role allowing us to take on newer education professionals. While the school still has open positions, the majority of roles are filled, leaving us in a manageable, more stable position for the fall. BN highlighted that this is similar to other non-profits and schools. The school will prioritize a big push through August and expects to be fully hired by the opening of school. The board encouraged RKC and EBK to contingency plan in early August. PS inquired about the the implications of not being fully hired or trade-offs that could be made. RKC and EBK outlined possible outsourcing or consultancy, though this is not feasible for classroom based</i>	Documents: 3a. June '22 Update & Risk Analysis 3b. NSSF CDE Site Visit Letter

<p>roles. The contingency will need to be different for each grade or hire (ie ops v teaching). The priority will be to decrease uncertainty. The board requested link to roles.</p> <p>The board reviewed preliminary academic data, where the school is starting to see positive trends. It was recommended that candidates have access to the data. EBK to pull summary for this year for the board.</p>	
<p>4. Local Control Accountability Plan (LCAP)</p>	<p>3:30 – 3:40pm</p>
<ul style="list-style-type: none"> - Report of Local Indicators (Eight State Priorities) - 2021-22 Budget Overview for Families <i>Action: 2022-23 Budget Overview for Families Approved</i> - 2021-22 LCAP Annual Update <i>Action: NSSF 2021-22 LCAP Annual Update Approved</i> - 2021-24 LCAP <i>Action: NSSF 2022-24 LCAP Approved</i> <p>The board queried the school’s ELD strategies and percentages. EKB and RKC reviewed the shifts in priorities, resources, and practices to further increase our capacity to deliver targeted interventions. The board was encouraged to look at the 2022-23 budget for concrete investments in this area.</p>	<p>Documents:</p> <ul style="list-style-type: none"> 4a. 2021-22 Local Indicators 4b. 2021-22 Budget Overview Families 2021-22 NSSF LCAP Update 2022-24 NSSF LCAP
<p>5. Finance & Fundraising</p>	<p>3:45 – 4:25pm</p>
<ul style="list-style-type: none"> - June '21 Finance Update <p>Look at notes from docs</p> <ul style="list-style-type: none"> - 2021-22 Fundraising Overview <i>ME reported on the school’s progress to goal. For the year, the school came in \$200K short of goal. This shortfall can be accounted for by two large asks that have not yet been responded to, though they are expected in first part of new fiscal year. The current development priorities include having strategies in place for individuals, growing the development team, and bringing in new funders.</i> <p>The board reviewed the 2022-23 path to goal, which include increases to MY asks and upgrades and reductions in renewals. RP inquires about the impact of multi-year donations impact on cash flow. RKC/EBK emphasized that some multi-year donations would be requested up front, balanced by those that were paid out over time to help address our cash flow challenges and the late payment of state funding.</p> <p>The board recommended blending operational asks into the capital campaign.</p> <ul style="list-style-type: none"> - 2021-22 Budget <i>Action: 2021-22 Budget Approved</i> 	<p>Documents:</p> <ul style="list-style-type: none"> 5a. May '22 Finance Package 5b. 2022-23 Fundraising Overview 5c. 2022-23 MY Budget & Overview 5d. 2022-23 Budget Priorities 5e. NSSF CAM Factoring Proposal

<p>The board reviewed the proposed budget against the priorities and LCAP for the year. The board agreed to the school's focus on increasing compensation (tiered so that those making the least saw the largest percentage change) to address retention and sustainability. The board agreed that the continued focus on SPED and teaching and learning was appropriate given transitions and student need. However, it was noted that further structural changes were needed to lower per pupil costs over time. It was also noted that the budget directly addresses the school's need to develop and hold a cash balance of at least one month of payroll. The board queried the use of one-time funds. JC and RKC confirmed the school's approach to this funding and the avoidance of making long-term, unfunded commitments in out-years.</p> <p>The board reviewed the 2022-23 cash-flow and contingency plan which included re-scheduling commitments so that cash is received when most needed, calling in capital campaign contributions, and alternative financing options, like receivables. JC outlined the challenge to cash flow being the timing (Q4 or later) of a significant state funding and our lack of a reserve to cushion this type of uncertainty.</p> <ul style="list-style-type: none"> - Summer Cash Contingency Planning <i>Action: CAM Factoring Proposal Approved</i> 	
<p>6. Close Session: Conference with Real Property Negotiations</p>	<p>4:25 – 4:40pm</p>
<ul style="list-style-type: none"> - Property: Valencia St, San Francisco, CA Agency Negotiation: Co-Heads of School Negotiating Parties: Board, Co-Head of School Under Negotiation: Negotiating terms <p><i>The results of closed session is that there were no actions taken</i></p>	<p>6. Valencia St. Property Package</p>
<p>7. Governance</p>	<p>4:40 – 4:50pm</p>
<ul style="list-style-type: none"> - Board Development 2022-23 The board reviewed the proposed development against the school's needs/priorities. PY announced her eventual transition from the board due to personal commitments that keep her from being able to invest what the school needs. PY loves the school and will continue to be involved in some capacity, likely facilities and fundraising. The board agreed that we needed board development as a focus area at meetings and to carve out a descent amount of time to do look at further development when they meet in August or Octobe. The board requested that we add the frame of diversity (race, gender, orientation, age, SES) to our matrix. 	<p>7. Board Matrix</p>
<p>8. Consent Agenda</p>	<p>4:50 – 5:00pm</p>
<ul style="list-style-type: none"> - Approval of Previous Minutes <i>Action: 220426 Minutes Approved</i> - Universal Pre-K Planning Required Questions <i>Action: Review Pre-K Planning Question Approved</i> 	<p>Documents: 8a. 220426 Minutes 8b. NSSF UPK Required Questions 8c. EPA Spending Plans & Resolutions 8d. 2022-23 NSSF CharterSafe Prop</p>

<ul style="list-style-type: none"> - 2022-23 Funding Approval <i>Action: 2022-23 EPA Spending Plan and Resolution Approved</i> - 2022-23 Contract/Agreement Approval <i>Action: 2022-23 Charter Safe Proposal Approved</i> <i>Action: 2022-23 Seneca Contract Approved</i> <i>Action: 2022-23 SFUSD Facility Use Agreement Approved</i> - 2022-23 Board Meeting Schedule <i>Action: 2023-23 NSSF Board Meeting Schedule Approved</i> - Renewal of Resolution Regarding the Brown Act and Finding of Imminent Risk to Health and Safety of In-Person Meetings <i>Action: NSSF Resolution Brown Act and Imminent Risk Renewed</i> 	<p>8e. 2022-23 Seneca Master Contract 8g. 2022-23 SFUSD-NSSF FUA 8h. 2022-23 NSSF Board Schedule 8i. NSSF Resolution – Brown Act and Imminent Risk</p>
<p>9. Any Other Business</p>	<p>5:00pm</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.

Observe Meetings: To observe this meeting by video conference, please click on the link above in the “Location” section above. It may help to download the Zoom app before the meeting if you don’t have it already. Instructions on how to join a meeting by video conference are available at: [https://support.zoom.us/hc/en-us/articles/201362193 -Joining-a-Meeting](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting).

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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.