



## Minutes

**Date:** August 30<sup>th</sup>, 2022  
**Time:** 3:00pm – 5:00pm  
**Location:** This meeting will be held remotely per AB 361 Brown Act Flexibility  
 By video: <https://us06web.zoom.us/j/84310821902?pwd=eHJyTXN2UDJCNE5Wc2RtbVFEZGJhZz09>  
 By phone: (669) 444-9171  
 Meeting ID: 843 1082 1902 // Password: 158370

**Attendees:** **Board Members:** Bita Nazarian (Chair), Pooja Shah (Treas.), Ravi Paidipaty (Secretary), Farouk Ladha, Patience Yi,  
**Apologies:** Lindsay Florin, Andrew Glickman, Nik Ajagu  
**Staff:** Ryan Chapman, Emily Bobel Kilduff, Megan Exnicios  
**Guests:** Gregory Peters, Dena Koren (Edtec), Josh Clark (Edtec)

<b>1. Welcome and Attendance</b>	<b>3:00 – 3:05pm</b>
- Welcome and Overview of Meeting <i>Action: Quorum Established</i>	Documents: 1. 220830 Agenda
<b>2. Public Forum**</b>	<b>3:05 – 3:10pm</b>
<b>3. Co-founders’ Report</b>	<b>3:10 – 3:40pm</b>
- Progress on Priorities  <i>The Heads of School (HoS) focused on people and detailed the success in hiring and retaining an excellent teaching team. This is significant as it is a particularly challenging recruitment cycle. EBK detailed the remaining staffing needs, which are all non-teaching staff. The school is also focused on parental leave planning and ensuring adequate coverage as there are four parental leaves in the fall. HoS discussed where the school was stretched as we onboard many new hires and cover parental leave. The board queried about resources outside of hires, like contractors or previous staff to fill in for administrative. The board requested that job descriptions be distributed.</i>  <i>The board also queried the enrolment data and discussed what part changing demographics had on our application numbers and acceptance rates. The HoS presented strong retention data, but highlight changes in our acceptance rate, especially amongst kinders (middle school remains exceptionally high). HoS sees city demographic changes playing a small (not insignificant) part, but our change in</i>	Documents: 3. August '22 Update & Risk Analysis

<p><i>location and restrictions to in-person recruitment having a far greater impact.</i></p> <p><i>The HoS previewed the school's state assessment data and the impact on families. The data was generally strong, with numeracy being an area needing more attention.</i></p> <p><i>The board requested that we look at data at next meeting</i></p>	
<p><b>4. Finance &amp; Fundraising</b></p>	<p><b>3:40 – 4:10pm</b></p>
<ul style="list-style-type: none"> <li>- August '22 Finance Update</li> </ul> <p><i>The board reviewed the school's financials and focused on recent shifts in state revenue assumptions and expenses. State funding shifts and increase expenditure resulted in a net decrease of less than 2% to operating income. Some changes were due to targeting high density FRPM other due to allocation of funding based on ADA and not actual services. Hold harmless for attendance protection had a big impact. Main pain point continues to be cash flow, with state funding coming in peaks and troughs. There is increased vulnerability beginning in December with \$1.1M in cash in receivable to come in after June 30<sup>th</sup></i></p> <p><i>The HoS will leverage future LLC commitments to extend bridge financing at 0% interest to school. In the interim, the school will also look at other bridge financing partners to even out cash flow.</i></p> <p><i>ME provided overview of development campaigns and progress toward goal. Focus on MYC and fall event for largest doors. Contingency is built into the plan to mitigate the risk of new funding, though more is needed. Prospecting new donors is a big focus for development, along with upgrading renewals. The HoS has a high level of confidence in the plan, but recognizes the level of risk.</i></p> <ul style="list-style-type: none"> <li>- 2022-23 State Budget Review</li> <li>- 2022-23 Fundraising Overview</li> </ul>	<p>Documents:</p> <ul style="list-style-type: none"> <li>4a. July '22 Finance Package</li> <li>4b. 2022-23 Fundraising Overview</li> </ul>
<p><b>5. Close Session: Conference with Real Property Negotiations</b></p>	<p><b>4:10 – 4:40pm</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-Head of School</li> <li>Under Negotiation: Purchase and Sale Agreement</li> </ul> <p><i>The results of closed session is that there were no actions taken.</i></p>	
<p><b>6. Governance</b></p>	<p><b>4:40 – 4:50pm</b></p>
<ul style="list-style-type: none"> <li>- NSSF Board of Directors Membership</li> </ul> <p><i>Action: Nomination for Gregory Peters Approved</i></p>	
<p><b>7. Consent Agenda</b></p>	<p><b>4:50 – 4:55pm</b></p>
<ul style="list-style-type: none"> <li>- Approval of Previous Minutes</li> </ul>	<p>Documents:</p> <ul style="list-style-type: none"> <li>7a. 220621 Minutes</li> </ul>

<p><i>Action: 220621 Minutes Approved</i></p> <ul style="list-style-type: none"> <li>- 2022-23 Funding Approval</li> </ul> <p><i>Action: Categorical Application for Funding Approved</i></p> <ul style="list-style-type: none"> <li>- 2022-23 Contract/Agreement Approval</li> </ul> <p><i>Action: Page&amp;Turnbull HPCA Proposal Approved</i></p> <p><i>Action: Knapp Architects HPCA Proposal Approved</i></p> <p><i>Action: Badiner Entitlement Proposal Approved</i></p> <p><i>Action: Pediatric Therapy Associates Contract Approved</i></p> <p><i>Action: Cappstone Janitorial Service Agreement Approved</i></p> <p><i>Action: WEX Benefit Service Contract Approved</i></p> <ul style="list-style-type: none"> <li>- 2022-23 NSSF Independent Study Policy (revised)</li> </ul> <p><i>Action: NSSF Independent Study Policy (revised) Approved</i></p> <ul style="list-style-type: none"> <li>- Renewal of Resolution Regarding the Brown Act and Finding of Imminent Risk to Health and Safety of In-Person Meetings</li> </ul> <p><i>Action: NSSF Resolution Brown Act and Imminent Risk Renewed</i></p>	<p>7b. 2223 NSSF Application for Funding</p> <p>7c. NSSF P&amp;T HPCA Proposal</p> <p>7d. NSSF Knapp HPCA Proposal</p> <p>7e. NSSF BUP Entitlement Proposal</p> <p>7f. 2223 NSSF PTA Contract</p> <p>7g. 2223 NSSF Cappstone Agreement</p> <p>7h. 2223 NSSF WEX Benefits Contract</p> <p>7i. 2223 Independent Study Policy</p> <p>7j. NSSF Resolution – Brown Act and Imminent Risk</p>
<p><b>8. Any Other Business</b></p>	<p><b>4:55 – 5:00pm</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.

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.

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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.