



Minutes

Date: August 25th, 2020
Time: 3:30pm – 5:30pm
Location: This meeting will be held remotely due to the shelter-in-place orders*
 By video: <https://us02web.zoom.us/j/7400276877?pwd=eUxkZzgvRTJkNzlyUndqbG9PWjNRUT09>
 By phone: (415) 762-9988
 Meeting ID: 740 027 6877 // Password: 2929

Attendees: **Board Members:** Bita Nazarian (Chair), Pooja Shah (Treas.), Farouk Ladha, Ravi Paidipaty, Patience Yi, Lindsay Florin
Apologies: Danny Karubian
Staff: Ryan Chapman, Emily Bobel Kilduff
Guests: Andrew Glickman, Dena Koren (Edtec), Jeff Thompson (Edtec)

1. Welcome and Attendance	3:30 – 3:40pm
<ul style="list-style-type: none"> Welcome and Overview of Meeting <i>Action: Quorum established</i> 	Documents: 1. 200826 Agenda
2. Public Forum**	3:40 – 3:45pm
3. Governance	3:45 – 4:00pm
<ul style="list-style-type: none"> Approval of NSSF Board of Directors Office <i>Action: Nomination of Ravi Paidipaty as Secretary approved</i> Approval of NSSF Board of Directors Membership <i>Action: Nomination for Andrew Glickman approved</i> Approval of NSSF Board Committee Membership <i>Action: Facilities Committee nomination for Nik Tan approved</i> <p><i>Board agreed to designate time at the 9/29 meeting to revisit the board matrix, identify organizational vision, priorities and need, and set direction for 2020-21 board recruitment.</i></p>	Documents: 3a. Board Matrix (handout)
4. Co-founders' Report	4:00 – 4:40pm
<ul style="list-style-type: none"> Progress on Priorities Approval of 2020-21 Enrolment <i>Action: 2020-21 Enrollment revisions for grades K-6 approved</i> <p><i>RC and EBK presented the school's priorities, focusing on COVID response, including distance and in-person learning. Board reviewed plans for distance learning and hybrid model.</i></p> <p><i>The board asked about the timeline and likelihood of transitioning into the planned hybrid model and how the team was feeling about returning to in-person learning. EBK and RC</i></p>	Documents: 4a. August '20 Update & Risk Analysis 4b. 2021 Hybrid Learning Plan 4c. 2021 Distance Learning Plan 4d. 2021 Enrollment Proposal K-6

discussed the considerations and accommodations being taken to ensure team health and safety. All but a few staff are willing and able to return. Those that cannot will be incorporated into our current distance-learning plans. There have been a few changes to grade level teams as a result, but no redundancies. The board also discussed the evolving nature of the city's opening and the difficulty in planning for in-person learning.

RC presented the capital campaign budget. The board agreed that the expenditure – specifically Phase I - should be incorporated when a clear plan for additional fundraising was presented. The financial model will be presented at a future board meeting.

5. Finance & Fundraising

4:40 – 5:15pm

- 2019-20 Unaudited Actuals
Action: Approve 2019-20 unaudited actuals approved
- 2020-21 Budget
- 2020-21 Fundraising Plan

Documents:
5a. FY19 Unaudited Actuals
5b. 2021 Fundraising Plan
5c. 2020-21 MY Budget & Overview
5d. Capital Campaign Budget

The board reviewed the 2019-20 unaudited actuals. The school ended the year with a healthy operating income due to receipt of key donations. The school was under budget in multiple categories, with the exception of the Seneca contract, which was over, though this was expected.

The board reviewed the 2020-21 budget. Edtec presented on the significant changes since approval. Given the uncertainty around our return to in-person learning, the school zeroed out Exploremos revenue and expenditure, a net loss of \$358K. However, it was now highly likely that the State would lift the enrolment cap resulting in increased revenue for the school.

The board reviewed the 2020-21 cashflow and the the impact of planned deferrals of State funding in the 2nd half of 2020-21 and first half of 2021-22. The school's cash balance is sufficient to bridge deferrals based on current projections, though May and June '21 need to be closely watched. The board discussed options for smoothing out cashflow, including waivers for deferrals and receivable sales. Recommendation to look at cashflow period of 2020 through 2022 and map out revenue and expense though this period.

EBK presented the fundraising plan for the year. The school is confident in its increased fundraising goals, especially with the decision to increase team capacity and hire a development manager (to start in September). The board reviewed the priorities for additional expenditure and the criteria for reincorporation. The board agreed to reincorporate priorties as new revenue was confirmed or funding benchmarks hit.

6. Consent Agenda	5:15 – 5:25pm
<ul style="list-style-type: none"> - Approval of Previous Minutes <i>Action: 200623 Minutes approved</i> - 2020-21 Contract/Agreement Approval <i>Action: MissionMinded proposal approved</i> <i>Action: ECB proposal approved</i> <i>Action: 2020-21 SFUSD Facility Use Agreement approved</i> - 2020-21 School-year Calendar <i>Action: Revised 2020-21 NSSF school-year calendar approved</i> - 2020-21 Board Meeting Schedule <i>Action: Revised 2020-21 NSSF board meeting schedule approved</i> - 2020-21 Funding Approval <i>Action: 2020-21 Consolidated Application approved</i> 	<p>Documents:</p> <ul style="list-style-type: none"> 6a. 200623 Minutes 6b. 2021 MissionMinded Proposal 6c. 2021 ECB Proposal 6d. 2020-21 SFUSD-NSSF FUA 6e. 2020-21 School-year Calendar 6f. 2020-21 Board Meeting Schedule 6g. 2020-21 CARS Reporting
7. Any Other Business	5:25 – 5:30pm
<ul style="list-style-type: none"> - September '20 Board Meeting Dates 	

*Pursuant to the Governor’s Executive Order N-25-20, 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>.

Listen to Meetings By Phone: To listen to the meeting by phone, please call at the noticed meeting time (415) 762-9988 then enter Webinar ID 573 900 329, then press “#”. And a password. If asked for a participant id or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>.

**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.