Meeting Agenda - 2025

6:00 PM Dec 17, 2025 | Location: NSCA Main Conference Room

Agenda

A. Call Meeting to Order (Chair, 6:04 pm)

1. Attendance Roll Call

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Present	Present	Present	Present	Present

- Approved

B. Pledge of Allegiance (Chair, 6:05 pm)

C. Approval of the Agenda (Chair, 6:05 pm)

I move that we approve the agenda for the Dec 17, 2025 NSCA Board Meeting.

1st Motion: Ben Partridge *2nd Motion: Jessica Garcia*

Discussion: None

Discussion Comment:

- *Roll Call:*

Chair	*Vice Chair*	*Secretary*	*Treasurer*	*Director*
Ben Partridge	*Jarvis Caldwell*	*Jessica Garcia*	*Tina Leone*	*Michelle Ruehl*
Yes	*Yes*	*Yes*	*Yes*	*Yes*

- *Approved*

D. Comments:

1. Public Comments
    - Each presenter is limited to 3 minutes

Members of the public shall be allowed to address the Board by sending written comments to the Board Secretary at Tara.Jennings@newsummitcharter.org, identifying the subject "PUBLIC COMMENT" in the subject line of the email. All comments must include the name of the person submitting the comment, as well as contact information. Comments sent in anonymously, or by someone who cannot be identified from his or her email address, will not be read at the Board meeting. Comments must be received by 12:00 noon on the day of the meeting. Written comments must be no more than 400 words (approximately 3 minutes), and must not contain profanity, must not reference student names, and must not defame any individual/s by name. Public comments that do not abide by these requirements will not be shared publicly.

    - Public Comment by student Hartley Maas.
        - Ms. Maas (student in 8th grade) gave a presentation advocating for allowing students to wear spirit and athletic wear apparel on regular school days as an optional part of the school uniform.
2. Board Comments
    - Mrs. Leone affirmed Mrs. Riviera and Mrs. Pluemer for their excellent work on this year's Winter Craft Fair & Photos with Santa.
    - Mr. Partridge affirmed the boys' basketball team and coaches on their season; they never backed down.
3. Executive Director Comments
    - Staff Highlight:
        - 5th Grade Staff for the 2025 Ameritowne Trip
        - Sara Nelson and Elizabeth Williamson on the success of the Intro to Law elective.
    - Mrs. McClelland:
        - Affirmed staff for the amazing Winter Craft Fair
        - Affirmed the basketball coaches for the grit they continuously showed throughout the season
        - Gave an update on the Yeti Critter Coin program and the large success
        - Discussed/Proposed new meeting dates for the Board of Directors meetings for the rest of the school year
        - Gave an update on the EAC

E. Consent Agenda/Written Reports (Chair, 6:35 pm)

1. Minutes from the Oct 1, 2025 Meeting (Mrs. Jennings)
2. Enrollment & Waitlist Update (Mrs. Dean)
3. Marketing Update (Ms. Reichart)
4. Athletics Update (Mr. Kaloogian)
5. Personnel Update (Mrs. Hilborn)
6. Facilities Update (Mr. Coppin)
7. School Events (Mrs. Jennings)
8. SAC Update (Mrs. Reissig)
9. YPC Update (Mrs. Pluemer)
10. GCCBC-NSCA-R Extra Duty Pay Policy Update (Mr. Ravetti, Mrs. Hilborn)

I move that we approve the Consent Agenda for the Dec 17, 2025 NSCA Board Meeting.

1st Motion: *Ben Partridge* *2nd Motion:* *Jessica Garcia*

Discussion: *None*

Discussion Comment:

- *Roll Call:*

Chair	*Vice Chair*	*Secretary*	*Treasurer*	*Director*
Ben Partridge	*Jarvis Caldwell*	*Jessica Garcia*	*Tina Leone*	*Michelle Ruehl*
Yes	*Yes*	*Yes*	*Yes*	*Yes*

Approved

F. Information (6:36 pm)

1. 24-25 SY Audit Review (Mr. Gustafson and Mr. Sistare)
   - Mr. Sistare and Mr. Gustafson reviewed the 24-25 Audit results with the Board.
   - New Summit is in a strong, healthy position.

G. Discussion (6:55 pm)

1. Board Member Replacement Committee (Mrs. McClelland)
   - In accordance with our bylaws, Mrs. Michelle Ruehl's term as a board member is set to end in June 2026. A Board Search Committee will be formed to address the next steps.
   - The search committee will be:
     - Kim McClelland, Tara Jennings, Ben Partridge, Jessica Garcia, James Ravetti, and one other staff TBA.
     - Mrs. Jennings will convene the first Board Search Committee meeting to establish the final staff member, outline a timeline, and provide updates on future Board Search Committee activities. Additionally, the meeting will include a gap analysis and the creation of a "Call to Action" to be sent to the public.

H. Action (7:00 pm)

1. 25/26 SY Amended Budget (Mr. Gustafson)

I move that we approve the 25/26 SY Amended Budget as presented.

1st Motion: *Ben Partridge* *2nd Motion:* *Michelle Ruehl*

Discussion: *Glenn Gustafson*

Discussion Comment:

- *The budget has been "trued up."*
  - *Final Fund Budget (increased because of ERTC funds)*
  - *Staffing*
  - *Final enrollment*
- *A conscious decision was made NOT to cut staff*
- *Could not balance this year*
- *Strategy for next year*
  - *keep/move up Preschool*
  - *Conservative budget for the next year*
    - *Projecting flat enrollment*

- *Roll Call:*

Chair	*Vice Chair*	*Secretary*	*Treasurer*	*Director*
Ben Partridge	*Jarvis Caldwell*	*Jessica Garcia*	*Tina Leone*	*Michelle Ruehl*
Yes	*Yes*	*Yes*	*Yes*	*Yes*

Approved

I. Adjourn (Chair, 7:31 pm)

I move that we adjourn the Dec 17, 2025 NSCA Board Meeting.

1st Motion: Ben Partridge *2nd Motion: Michelle Ruehl*

Discussion: None

Discussion Comment:

- *Roll Call:*

Chair	*Vice Chair*	*Secretary*	*Treasurer*	*Director*
Ben Partridge	*Jarvis Caldwell*	*Jessica Garcia*	*Tina Leone*	*Michelle Ruehl*
Yes	*Yes*	*Yes*	*Yes*	*Yes*

Approved

Scribe

Tara Jennings