

North Metro Flex Academy Board of Trustees Meeting Notes  
2350 Helen Street  
North St. Paul, MN 55109  
June 15, 2016  
6:00pm

Board Members Present

Kathy Hanson  
Stacy Yang  
Sasha Denisova  
Gretchen Yeager

Board Members Absent

Also Present

Eric, VP of ACCEL Schools  
Terri Privette, NMF Principal  
Mike Pocrnich, The Anton Group  
Brynda Sengbusch, NMF Office Manager  
Brett Studer, Novation Education Opportunities  
Mari Reddi, Social Media Strategist  
Randy Brady, Parent  
Marta-Parent  
Samantha-Parent

Agenda

**Call to Order and Roll Call**

The meeting was called to order at 6:04 pm by Kathy Hanson with a quorum present.

**Board President Opening Remarks**

Kathy Hanson welcomed the meeting attendees. We are doing great! Working closely with NEO on final details. Kathy explained relationship with ACCEL and how the board works with the different entities.

**Approval of the Agenda**

The agenda was approved as written by a vote of 4-0.

**Conflict of Interest Declaration**

Board members present verified that their position did not create a conflict of interest with the items on the agenda.

**Approval of Minutes**

Kathy motioned for the minutes of the May 18, 2016 Board meeting were approved as written.  
Gretchen 2<sup>nd</sup>. Approved 4-0.

**Public Comment**

Randy Brady shared that the reasons his family chose North Metro Flex Academy for their son.  
Marta: Speaking on behalf of 15 enrolled families. Transportation to district 622-15 children enrolled are

without public transportation. The board can consider adding 2-3 stops to serve these families. Will research and will respond within 1 week. Anton group will send figures on homeless transportation funding.

### **Board Member Resignation:**

Debbie's resignation- 4-0 approved

### **NEO Points of Business**

Brett reminded the Board that NEO is monitoring the Ready-to-Open items that have been previously discussed. Internal Controls is the only outstanding item right now.

**Board Responsibilities** – A check went directly from ACCEL to NEO. Internal controls must be in place. It is the board's responsibility and the board treasurer should have signed it and should have come out of the school. Agreements must be in writing. **Solution:** Chronological Date from which checks will be issued by July 1<sup>th</sup> and will be coming from our bank account to determine financial controls. July 1 is the fiscal year. Food and Nutrition Services- Waiting for clicks number. Attended training.

### **Treasurer's Report**

Stacy Yang reported- Kaboom invoice for 8500- due by August.

Finance committee will meet with Anton and ACCEL one week in advance to review all financials.

Post financial packet to Base Camp starting in July. Mike provided sample to Board

Mike- CSP Grant spend 200K by end of September. Submit by Principal by 6/17. Mike will email it on behalf of the board.

### **Committee Reports**

#### *Playground Committee*

**Sasha Denisova** shared ... Property ownership paperwork had been obtained. NEO would like to see paperwork. Soil testing is the final need- Sasha will find out who the community signature needs to be.

**June 29<sup>th</sup>** 6-8 pm: Kick off day for parents to inform them what the committees/opportunities are and here is what the project looks like.

**Week of July 12<sup>th</sup>. 3pm -8 pm-** Design date Project Manager and date finalized by June 20<sup>th</sup>.

Kids participate to build playground of their dreams as a part of this day. Project manager solicits feedback for parents on playground design. Seeking 20-30 families to participate.

**September 24, 2016:** Build Day: Need 200 volunteers:

Bethel University requires 20 hours of volunteers. Need formal letter from Kaboom.

**Website:** Volunteer button on NMF website (volunteer opportunities). Social Media involvement starting on June 20<sup>th</sup>. Marta asked for bilingual materials and Kaboom CAN provide them.

**Social Media-** Parent Marta: Need translation. Mari can provide translation for social media. Eric will contact Mike F and ensure Marta is compensated for the translations.

**Parks and Recreation:** Joining Car Show booth on July 8 to represent the playground.

### **Principal's Report**

#### *Enrollment Report*

146 students packeted. Gap of 42 students to enroll in next 22 days. Principal tasked to report those we can't contact at August 15 board meeting. Principal shared upcoming events to secure additional enrollment. Scheduled meet the Teacher night Mid-August. Marta met with CLUES. ACELL (Terri) tasked to ensure someone is taking photos of every event to share with Mari for social media.

June 30<sup>th</sup>- Terri, Public Speaking Government Television Network (announcement on Facebook)

### **ACCEL Schools Report**

### *Teacher Hiring*

Teacher hiring procedures: Budget presented- 39K, SPE 45K, Lower than last year. Principal expressed concern over low salary. Board reviewed 5 teachers with proposed salaries. Send offer letter to CL attorney for final approval. Mike will relook at the budget to compensate for salaries. Project % of ELL students to determine qualification for funding.

Board agreed to approve 5 teachers based on Principal recommendation and summaries.

Mike (Anton group) will run numbers and make recommendations for salary guidelines. Suggested Special Meeting of board to approve remaining teacher hires. Can use video conferencing and vote if in public place per CL Attorney.

Board members can receive information from Principal about teachers and share thoughts directly back to Terri. Not to all.  
Special Ed teacher approved at 65K

World's Best Work Force Plan- involves board, parents. Revisit at next board meeting. Terri is clarifying with Wendy and MDE how to meet this expectation when school is not in operation.

Proactive Strategy needed from ACELL, publicly asked Eric to support. Social media strategy and direction.

### *Ready-to-Open Checklist Review*

Tabled to next meeting due to lengthy teacher recommendation discussions

### **New Business**

#### *Policy 4.6.6 Weapons on School Grounds*

The Board voted 4-0 to approve Policy 4.4.6 Weapons on School Grounds as written  
Kathy motioned, Sasha 2<sup>nd</sup>

#### *Policy 4.7.1 Maltreatment of Minors/Mandatory Reporting*

The Board voted 4-0 to approve Policy 4.7.1 Maltreatment of Minors/Mandatory Reporting as written. Kathy motioned, Gretchen 2<sup>nd</sup>

#### *Policy 5.5.8 Student Medicine in School*

The Board voted 4-0 to approve Policy 5.5.8 Student Medicine in School as written. Kathy motioned, Sasha 2<sup>nd</sup>

#### *Policy 7.01.1 Modification of School Budget.*

The Board voted 4-0 to approve Policy 7.01.1 Modification of School Budget as written.  
Kathy motioned, Stacy 2<sup>nd</sup>

#### *Policy 7.12 Video Surveillance Other Than On Buses. 2<sup>nd</sup> Gretchen*

The Board voted 4-0 to approve Policy 7.12 Video Surveillance Other than Busses as written.  
Kathy motioned, Gretchen 2<sup>nd</sup>

### **Closed Meeting Canceled**

Board agreed not to hold closed meeting due a lengthy meeting.

### **Adjournment**

The Board adjourned the public meeting at 8:46 pm to enter into Closed Session