

**North Metro Flex Academy
Board of Trustees Meeting
3050 Echo Lake Avenue, Suite 300
Mahtomedi, Minnesota 55115
March 12, 2015
6:00-8:30pm**

Board Members Present

Hugh Norsted
Bob Schneider
Nick Christensen

Board Members Absent

Michelle Ford
Dave Rhude

Also Present

Cindy Lavorato, Esq. (independent board legal counsel)
Wendy Swanson-Choi, NEO
Sue Furick, Pansophic Learning
Mark Kushner, Pansophic Learning (via telephone)

The meeting was called to order by Hugh Norsted, Chairman, with a quorum present.

Introductions

New attendees were introduced.

Approval of the Agenda

The agenda was approved by a vote of 3-0.

Approval of Minutes

Minutes for the February 4, 2015 board meeting were approved by a vote of 3-0.

Charter Board Training by Cindy Lavorato, Esq.

The charter board training by Cindy Lavorato was postponed to a future meeting.

New Business

The Ready to Open Checklist was shown to the Board and a discussion was led by Wendy Swanson-Choi from NEO and Sue Furick from Pansophic Learning.

School policies were discussed. Cindy Lavorato informed the Board that she had prepared policies that were compliant with the Minnesota statutes that the Board could purchase. Wendy Swanson-Choi recommended that if the Board chose to purchase these policies, they should review the policies and edit them as necessary to meet their needs, while maintaining their compliance. The purchase of the school policies from Cindy Lavorato for \$850 was approved by a vote of 3-0.

Old Business

Service Agreement

The Board discussed the proposed revisions to the Service Agreement between the Board and Accel regarding the employment of the Principal and indemnification. Based on the discussion and legal advice by the Board's independent legal counsel, the Board approved the revisions by a vote of 3-0 and authorized the Board chair to execute the agreement.

Facility

The Board was updated on the status regarding the proposed facility at 2350 Helen St., North St. Paul, including the lease, proposed facility timeline, Request for Proposal for tenant improvements and the Conditional Use Permit. All components of the facility launch plan are within the expected timeframe.

The Board reviewed and discussed the amended lease. Based on the discussion and the legal advice of the Board's independent legal counsel, the Board approved the revised lease. The Board also authorized the Board chair, with guidance from independent legal counsel, to complete the lease negotiations and execute the lease once finalized.

The Board discussed, with advice from independent legal counsel, a process to review the submissions to the Request for Proposal for proposed tenant improvements at 2350 Helen St. in North St. Paul. The Board agreed to schedule a meeting to review Accel's recommendation.

Tentative scheduling of future board meetings

The Board discussed possible dates for future Board meetings.

Other items as needed

No other items were discussed.

Adjournment

All new and old business having been completed or addressed, the meeting was adjourned.