

**North Metro Flex Academy  
Minutes of the Board of Trustees Meeting  
Hennepin County's Augsburg Park Library  
7100 Nicollet Ave.  
Richfield, MN 55423  
April 14, 2015  
6:00-6:30pm**

Board Members Present

Hugh Norsted  
Michelle Ford  
Dave Rhude

Board Members Absent

Bob Schneider

Also Present

Sue Furick, Pansophic Learning  
Greg Gentle, HOS, Minnesota Flex Academy  
Zach Wasilew, K12  
Steve O'Connor, IQS  
Danielle Barr, Minnesota Flex Academy Board Member

**Agenda**

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

**Approval of the Agenda**

The agenda was approved as written by a vote of 2-0. Dave Rhude was not yet present at the meeting.

**Approval of Minutes**

Minutes for the March 12, 2015 Board meeting were approved by a vote of 2-0. Dave Rhude was not yet present at the meeting.

**NEO Points of Business (If present)**

A NEO representative was not present at the meeting.

**New Business**

*Consideration of Potential New Board Member Kathy Hanson*

The Board discussed Kathy Hanson for consideration as a potential Board member. The Board approved her appointment to the Board by a vote of 3-0.

#### *Discussion and Vote on Directors and Officers Insurance*

A discussion occurred related to the Board securing Directors and Officers insurance. Pansophic Learning has provided Hugh Norsted and Cindy Lavorato with the policy. Hugh has requested that Cindy Lavorato review the policy to ensure that the coverage is compliant with Minnesota statute and the Authorizer contract. The Board voted 3-0 to allow Hugh Norsted to sign the required paperwork to put the insurance in place, pending Cindy Lavorato's review of the coverage.

#### *Update on Principal Hiring*

Sue Furick provided an update, stating that six (6) applicants responded to the job posting. Five of those applicants were interviewed. The sixth applicant declined an interview stating that he did not feel qualified for the position. The top two candidates have been identified and second interviews are taking place this week. Pansophic Learning intends to extend a conditional offer to the successful applicant by Friday of this week. The applicant will then meet with the Board at the next meeting for their consideration.

#### *Update on School Website*

Sue Furick provided an update, stating that the website will be launched tomorrow. Additional features will be added prior to the school's opening.

#### *Update on Facility*

Sue Furick provided an update that the Board's attorney had reviewed the final version of the lease and requested additional verbiage to meet certain Minnesota statute requirements. Once the landlord has signed the revised lease, Hugh will execute it on behalf of the Board. Consent for this signatory delegation was provided by the Board at an earlier meeting.

April 16<sup>th</sup> is the Conditional Use Permit hearing with the City of North St. Paul. The Board's real estate broker, its architect and Sue Furick will be present. Final approval is expected at the April 21<sup>st</sup> meeting with the City of North St. Paul.

Two general contracting firms responded to the RFP for tenant improvements. Pansophic Learning has compared the two proposals and is currently doing due diligence on the firms. A contract with the successful firm will be made immediately following the approval of the Conditional Use Permit.

#### *Scheduling of Next Two Board Meetings*

The Board agreed on April 28<sup>th</sup> as the date of their next Board meeting. Sue Furick will confirm with Bob Schneider that this meeting date works for him as well. The Board agreed to set its May meeting date at the April 28<sup>th</sup> meeting so that Kathy Hanson and Bob Schneider's schedules could be considered as well.

#### **Adjournment**