

North Metro Flex Academy Board of Trustees Meeting Minutes
2350 Helen Street, North St. Paul 55109
April 19, 2017 6:00 P.M.

Board Members Present

Debra Kranz
Patty Brostrom
Randy Brady
Katelyn Trnka
Stacy Yang

Also Present

Terri Privette, Principal
Brynda Sengbush, Office Manager
Eric Dinnel, ACCEL Schools
Kyle Knudson, ANTON Group
Mike Flora, ACCEL Schools
Brett Studor, NEO Representative
Ember Russell, Teacher

Agenda

Call to order and Roll Call

The meeting was called to order at 6:25 PM with a quorum present.

Approval of the Agenda

The agenda for the April 19 Board Meeting was modified and approved.
Board member applications were moved to follow the Consent Agenda.

1st Motion : Randy Brady

2nd Motion: Katelyn Trnka

Vote: 5-0 in favor

Conflict of Interest Declaration

Board members present verified that their positions did not create a conflict of interest with the items on the Board's Agenda.

Approval of April Minutes

The minutes from the April 19 Board Meeting were approved.

1st motion: Randy

2nd motion: Katelyn

Vote: 5-0 in favor

Public Comment

No members of the public wished to address the Board during the public comment portion of the agenda.

Consent Agenda

Approval of New Hires

1st Motion: Debbie

2nd Motion: Randy

Vote: 5-0 in favor

Worker's Comp Insurance is effective March 15th, 2017

Board Member Applications

Two applications were presented.

The board approved the application presented by Ember Russell.

1st motion: Katelyn

2nd motion: Randy

Vote: 5 – 0

The board decided to wait on the other applicant until she attended the meeting.

NEO Points of Business

Brett presented the policies and procedures of the 124E.10 charter contract.

There was a discussion about an annual meeting, future elections for the board and bylaw changes.

Treasurer's Report – Stacy

Stacy provided the report from the financial meeting on Tuesday, April 18, 2017. 2017 Financial and invoices were discussed.

Financial Report – Kyle

There was a discussion about the February and March Financial reports.

The financial reports were approved.

1st motion: Randy

2nd motion: Stacy

Vote: 6-0 in favor

There was a discussion regarding obtaining bids for Auditors. There were four bids presented. The final audit will be due in December.

The board approved hiring Abdo, Eick, and Meyers, LLP

1st motion: Randy

2nd motion: Debbie

Vote: 6 – 0

There was a discussion regarding the long-range budget. The budget will hopefully be approved in May, taking into consideration enrollment and impact on staffing.

ACTION ITEM

Eric will be contacting the building owner regarding the Lease Agreement.

Accel School Report

Eric reported there will be a parent survey and a staff climate survey conducted by the next meeting. Results will be shared.

ACTION ITEM

Eric will arrange for the next board training. It was decided the next board training will be during the summer.

Principal's Report – Terri

Terri reported the current enrollment is 149 and the current enrollment for 2017-18 is at 165.

Terri reported there should be a marketing effort to recruit students in the Greater East Side area around the current bus stops that exist outside of ISD 622.

The board approved this marketing effort.

1st motion: Randy

2nd motion: Katelyn

Vote: 6 – 0 in favor

Terri reported the plans for 2017-2018 classrooms.

At this point we will need to add a 4th grade section and a 5th grade section.

Terri reported the various past events held at the school for marketing and community building. She also shared the grade level field trips. Terri reported plans for the book fair, carnival and the end of the year “North Metro Flex Academy Awards”.

Terri reported about upcoming staff evaluations, year-end student assessments and surveys.

Terri reported a church has expressed interest in sub-leasing space from NMFA next year.

ACTION ITEM

More information is needed to present to the board next meeting.

Terri reported the need for Before/After school Care for next year.

ACTION ITEM

More information is needed regarding YMC and Champions to present to the board.

Terri reported about the school start time and the calendar for 2017-18.

The calendar is aligned with ISD 622 and will be submitted to MDE if approved.

The board approved the calendar.

1st motion: Randy

2nd motion: Stacy

vote: 6 – 0

Terri reported the board needs to approve Box Tops for Education and Amazon Smiles fundraising programs.

The board approved both programs.

1st motion: Debbie

2nd Motion: Kately,

vote: 6-0 in favor

Old Business

The toilets were replaced.

New Business

None

Policy Approval

No additional policies were approved.

Next Board Meeting

The next meeting will be Wednesday, May 17, 2017 at 6:00 PM

Adjournment

1st motion: Randy

2nd motion: Katelyn

vote: 6 – 0 in favor