



North Metro Flex Academy Board of Trustees Meeting

2350 Helen Street North St. Paul, MN 55109

April 18, 2018

6:00 PM

Minutes

Our mission is to prepare a diverse community of elementary, middle and high school students to be successful in college and in their careers through a flexible “blended learning” experience that develops analytical, compassionate, disciplined and self-directed learners.

Call to Order and Roll Call

The meeting was called to order at 6:05 PM with a quorum present.

- **Board Members Present:**

Pam Albrecht
Anna Anderson
Debra Kranz
Ember Russell

- **ACCEL Team Members:**

Terri Privette
Eric Dinnel

- **NEO Representative:**

Jean Neuman

- **Finance Representative:**

Kyle Knudsen

- **Public Present:**

Heather Chouravong

Approval of the Agenda

Motion to approve agenda by Anna Anderson:

Second: Debra Kranz

Vote: 4-0 – Passed

Conflict of Interest Declaration

None

Public Comment

None

Finance

- Financial Report – March 2018 - Kyle Knudson

Motion to accept the financial report:

Pam Albrecht: aye

Anna Anderson: aye

Debra Kranz: aye

Ember Russell: aye

Motion Passed

- FY 19 Lease Aid – documents were signed by board members which will be submitted to MDE.
- FY 19 Budget
Motion to accept the FY 19 Budget by Debra Kranz:
Second: Anna Anderson
Voted: 4-0-Passed
- School Carnival Donations – Kyle will contact the auditor on monetary question and send a follow-up. The auditor's response was all funds must be run through the schools books. When cash is awarded it is strongly recommended that it be in the form of a gift card.

Consent Agenda

- Acceptance of March Finance Report
- Acceptance of March Minutes
Motion to accept consent agenda:
Pam Albrecht: aye
Anna Anderson: aye
Debra Kranz: aye
Ember Russell: aye
Motion Passed

NEO Points of Business

None

ACCEL School Report

Terri shared:

- Enrollment Update/Completed Re-Enrollments
- Tours
- Recent/Upcoming Events
- Staffing
- Assessment Updates
- General School Update

Old Business:

- Principal's Annual Review – The Board met at 5:00PM on April 18, 2018 to discuss results.
-Give Terri Privette time to complete a self-evaluation rubric.
-Board chair will meet with Terri Privette and Eric Dinnel on April 24, 2018 at 10:00AM to present results of Board evaluation and Terri's self-evaluation.
- Gambling Permit- On April 3, 2018 the City of North Saint Paul approved a permit up to \$1,500 to be raffled at the carnival.
- School Lunch Policy Update- Develop policy during the summer.

New Business:

- Rent of additional storage space - \$100/month – Terri will contact landlord to amend the lease.
- Staffing Changes – Discussed no longer using the W-9 process to employ staff.
- Uniform Policy Change- Discussion about potentially changing the policy.

Adjourn:

Motion to adjourn at 7:45PM by Pam Albrecht:

Second: Ember Russell

Vote: 4-0- Passed

Next Meeting: May 16, 2018