



**Board of Trustees Meeting**  
**North Metro Flex Academy**  
2350 Helen Street  
North St. Paul, MN 55109

August 14, 2019  
Board Meeting 10:00 AM

### 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**

Meeting was called to order at 10:02 AM with a quorum present.

- Board Members Present: Pam Albrecht, Mike Leary, Ember Russell
- Board Members Absent: Wyatt McMullen, DeOnta El-Shabazz
- ACCEL Team Members: Rodney Bly, Terri Privette, Jay Caballero
- Public Present: Polly Sauerwein, Mariam Koivogui, Gwen Anderson, Dave Isaacson, Sara Johnson
- NEO Representative: None
- Finance Representative: Kyle Knudsen

#### **Approval of the Agenda**

Motion to approve the agenda made by Mike Leary

Second: Ember Russell

Vote: 3-0 – Passed

#### **Conflict of Interest Declaration**

None

#### **Public Comment**

Potential Board Candidates: Polly Sauerwein, 1<sup>st</sup> grade teacher, and Dave Isaacson introduced themselves.

## **Finance**

- Financial Report - July 2019 - Kyle Knudsen shared financial highlights for July 2019. Audit will begin in the next few weeks.

## **Consent Agenda**

- Acceptance of July 2019 Finance Report
  - Roll Call Vote:
  - Albrecht: aye
  - Leary: aye
  - McMullen: N/A
  - Russell: aye
  - El-Shabazz: N/A

Motion Passed

- Acceptance of July 17, 2019 Minutes
- Acceptance of July 17, 2019 Retreat Minutes
- Acceptance of July 22, 2019 Special Meeting Minutes
- Approval of Fund Balance Policy
- Approval of Medication Policy
- Approval of Coverall Contract

Motion to accept July 17, 2019 Minutes, Retreat Minutes, Special Meeting Minutes, Fund Balance Policy, Medication Policy, and Coverall Contract made by Mike Leary.

Second: Ember Russell

Vote: 3-0 – Passed

## **Board Training Update**

None

## **NEO Points of Business**

None

## **ACCEL Points of Business**

- ACCEL RVP Report – No formal report. Discussion was held.
  - ACCEL Financial Agreement needs to be updated and revised. Many items that need to be updated were discussed.
  - Professional development not what was envisioned but is optimistic on the outcome.
  - Teacher evaluation took a step backward – looking at MN
- School Expansion - Building landlord offered space to another tenant. NMFA's lease has "right of first refusal" clause which was not followed. Rodney Bly brought this to the ACCEL attorney.
- Marketing Plan - No update
- Curriculum and Services Agreement Exhibit E - No update
- School Report - Terri shared: enrollment updates, staff updates, general school updates, and school events.

### **Old Business**

- Lunch Policy and Price - Proposed price will be kept.
- Mission and Vision Statement Discussion - Will be revised slightly pursuant to comments made by Wendy Swanson-Choi.

Motion to approve Mission and Vision Statement with suggested changes made by Pam Albrecht.

Second: Ember Russell

Vote: 3-0 - Passed

### **New Business**

- Board Member Change  
Motion to remove DeOnta El-Shabazz from the board due to continued absences with no communication made by Pam Albrecht.  
Second: Mike Leary  
Vote: 3-0 - Passed  
Pam Albrecht will contact Wyatt McMullen about his resignation.
- Transportation Contract - No vendor secured yet.
- New ELL Policy Revision - This is actually an ELL Plan – Mariam Koivogui and Gwen Anderson discussed a state required ELL Plan. Major points are; Placement Procedure, Amount and Scope of Instruction, and Communication. Plan will be reviewed before the next board meeting.
- Psychologist Contract- tabled

### **Adjourn**

Motion to adjourn the meeting at 12:07 PM made by Pam Albrecht.

Second: Ember Russell

Vote: 3-0 – passed

**Next Board Meeting:** September 18, 2019 at 5:00 PM