

**North Metro Flex Academy
Minutes of the Board of Trustees Meeting
Sun Ray Library
2105 Wilson St.
St. Paul, MN 55119
November 18, 2015
6:00-8:00pm**

Board Members Present

Kathy Hanson
Gretchen Yeager
Debra Kranz
Stacy Yang

Board Members Absent

Bob Schneider

Also Present

Brett Studer, NEO
Terri Privette, North Metro Flex Academy Principal
Liza Krocheski, Pansophic Learning
Sue Furick, Pansophic Learning

Agenda

Call to Order

The meeting was called to order at 6:08pm by Kathy Hanson with a quorum present.

Approval of the Agenda

The agenda was approved as written by a vote of 4-0.

Conflict of Interest Declaration

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

Approval of Minutes

Minutes for the October 21, 2015 Board meeting were approved as written by a vote of 4-0.

Public Comment

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

NEO Points of Business

NEO representative Brett Studer requested an updated Board roster.

The Board also inquired as to information regarding potential playground companies that was discussed at the last Board meeting. Brett will follow up at the next Board meeting with their contact information.

New Business

Formal acceptance of Board Member Bob Schneider's resignation

The Board voted 4-0 to formally accept Bob Schneider's resignation from the Board effective immediately.

Discussion and vote regarding Sasha Denisova's application for Board membership

Following a discussion, the Board voted 4-0 to accept Sasha Denisova's application for Board membership.

Election of Officers- President, Secretary and Treasurer

Following discussion, the Board voted 4-0 to elect Kathy Hanson as President, Gretchen Yeager as Secretary and Stacy Yang as Treasurer.

Old Business

CIP Grant update

The CIP grant application was submitted on November 9, 2015 after a final review by Kathy Hanson and NEO. Awardees should be notified the first week of December.

Facility update

Signs have been ordered for the front and back of the school, as well as the monument sign at the start of the driveway.

The final punch list of items is being worked on by the general contractor. Once the list is completed and a final walkthrough is done, an Occupancy Permit will be awarded.

Ready-To-Open Checklist update

The checklist was reviewed and progress was noted.

The Board requested an update on expenditures to date at the next Board meeting.

Marketing update

An update was provided on the upcoming marketing enrollment events, current enrollment numbers, and the new school website. The Board requested a complete Marketing plan be presented at the next meeting so they can see all of the tactics being employed.

Employment of teachers and other personnel

This topic was tabled until the next meeting.

Board training

This topic was tabled until the next meeting.

Adjournment

Kathy Hanson motioned for adjournment at 8:00pm.