



**North Metro Flex Academy
Board of Trustees Meeting**

2350 Helen Street North St. Paul, MN 55109

November 28, 2018

5:00 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 5: 02PM with a quorum present.

- Board Members Present:
Pam Albrecht
Wyatt McMullen
Ember Russell
Mike Leary (late)
- ACCEL Team Members:
Terri Privette
Jay Caballero
Rodney Bly
- Public Present:
Emily Beaulieu
Debra Kranz
Amina Fadlalla
- NEO Representative:
Eric Molho
- Finance Representative:
Kyle Knudsen
- Abdo Eick & Meyers:
Bonnie Schwieger

Approval of the Agenda

Motion to add Apostle L to contract approvals, remove Debra Kranz- Marketing Ideas, and remove World’s Best Work Force Summary Approval.

Motion to approve the amended agenda by Pam Albrecht:

Second: Wyatt McMullen

Vote: 3-0 – Passed

Conflict of Interest Declaration

None

Public Comment

None

Finance

- Financial Report – October 2018 - Summary by Kyle Knudson
- Audit Review – Abdo, Eick & Meyers – Summary by Bonnie Schwieger

After discussing the summary, the audit was accepted. It was a clean audit overall.

Consent Agenda

- Acceptance of October 2018 Finance Report
 - Roll Call Vote
 - Albrecht: aye
 - Leary: aye
 - McMullen: aye
 - Russell: ayeMotion Passed
- Acceptance of October 17, 2018 Minutes
Motion to accept October Minutes by Mike Leary:
Second: Ember Russell
Vote: 4-0 - Passed

Board Training Documentation

On November 7, 2018 Wyatt McMullen, Pam Albrecht, and Mike Leary attended Board Boot Camp training put on by Propel Nonprofits.

Old Business:

- Staff Survey- First survey was sent on November 21, 2018. Moved to the December Board meeting to discuss after Board members have reviewed results.
- New Board Applicant- New lead fell through, still searching for a parent board member.
- “An Introduction to Effective Charter School Governance”, A Charter School Board Handbook - Starting in December, chapters will be assigned at each meeting and then discussed at the end of the next board meeting; this will qualify as ongoing Board training.

New Business:

- Staff contract approvals for 2018-19
Motion to approve the following contracts by Pam Albrecht:
 - Aaron Bartholomew – Behavior Interventionist
 - Pauline Wambui – Special Education Paraprofessional
 - Christopher Konieczka – Special Education Paraprofessional
 - Caylin Hastings – Special Education Paraprofessional
 - Ellie Stuman – Special Education Para/ School Social Worker
 - Apostle L- Special Education ParaprofessionalSecond: Mike Leary
Vote: 4-0 – Passed
- Board Development Plan Approval
Motion to accept the revised Board Development Plan by Mike Leary:
Second: Pam Albrecht
Vote: 4-0 – Passed
- Admissions Policy Revision
Motion to approve the admissions policy for K-6, but discuss a long range plan at the December Board meeting by Pam Albrecht:
Second: Mike Leary
Vote: 4-0 – Passed
- ACCEL Curriculum and Service Agreement Exhibit E- Rodney is working through this document to meet concerns.
- NEO Contract Approval- Work session needed to make corrections in the contract.

NEO Points of Business

Reminders were given about upcoming EpiCenter dates.

ACCEL School Report

Terri shared:

-Enrollment Update

-Staff Update

-Assessment Update

-General School Update

-Facility Report

- Contract Approval

Motion to approve Henry Hietala as Administrative Assistant by Pam Albrecht:

Second: Ember Russell

Vote: 4-0 – Passed

Adjourn:

Motion to adjourn at 7:33PM by Pam Albrecht:

Second: Ember Russell

Vote: 4-0 –Passed

Next Board Meeting:

December 19, 2018 at 5:00PM