

**North Metro Flex Academy \*Board of Trustees Meeting Minutes**  
**2350 Helen Street, North St. Paul 55109**  
**October 19, 2016 \*6:00 P.M.**

**Board Members Present**

Sasha Denisova  
Stacy Yang  
Debra Kranz  
Kateyn Trnka  
Randy Brady

**Also Present**

Cindy Lavorato (speaker phone)  
Terri Privette, Principal  
Brynda Sengbush, Office Manager  
Eric Dinnel, Accell Schools  
The Anton Group Representative, Scott Brown  
NEO Representative  
Patty Bromstrom

**Agenda**

**Call to order and Roll Call**

The meeting was called to order at 6:06 P.M. with a quorum present.

*Appoint Interim Board Chair*

Due to Kathy Hanson resignation, Stacy Yang motioned to nominate Sasha Denisova as interim Board Chair, Debra Kranz seconded the motion and all approved the motion.

*Board Member Nominations were announced from a previous special session.*

Katelyn Trnka and Randy Brady were previously nominated to the board. Debbie Kranz was previously nominated as the IoWA.

*Board Member Nomination*

Sasha Denisova motioned to nominate Patty Bromstrom to the board, Randy seconded the motion, all approved the motion.

**Approval of the Agenda**

Debbie requested to change the agenda, to discuss General Ed support and literacy curriculum, following the Principal report. Sasha moved to change the agenda, Randy seconded the motion, and all approved by a vote of 6-0.

### **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**

The minutes from the September 21, 2016 Board meeting were approved as written by a vote of 6-0

The minutes from the October 13, 2016 special board session were approved by a vote of 6-0.

### **Public Comment**

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

### **NEO Points of Interest**

NEO was present. The representative reminded the board of the transition to using Epicenter and the importance of staying up to date.

### **Treasurer's Report**

Stacy reviewed and approved the invoices and financial statements from Mike Flora. Stacy also stated that she and Mike Flora will be establishing a recurring financial committee call on a monthly basis prior to the board meetings.

### **Financial Report – Anton Group, Scott Brown**

Scott explained the revised monthly revenue numbers. There was a discussion about the process and payout of the CSP grants. Scott recommended changing the check signing abilities to reflect Sasha as the one able to sign checks. Cindy will be sending a resolution to read to the board reflecting the change. There was a discussion about the auditing process.

### **Principal Report**

Terri reported there are 162 students enrolled, 21 students with completed IEP's, 2 special education evaluations in progress, and 63.8 % qualify for free and reduced lunches.

The school recently held a bus safety assembly, a grand opening and a fire safety assembly.

There is upcoming professional development for teachers that includes the MEA convention sessions, NWEA Map analysis and curriculum webinars Mechell Lund is a new special education teacher. Nancy Erickson is the new second grade teacher. Jay Caballero is receiving an additional hour per day and is recommended for the 504 coordinator and student support room coordinator.

## **New Business**

### *Behavioral Support and General Ed Support*

Debbie requested board to approve an additional general education staff person. Katelyn moved to approve the additional staff, Randy seconded the motion, the motion was approved 6-0.

### *Literacy Discussion*

Debbie requested clarification of process to review curriculum. Sasha recommended Debbie and Katelyn create an ad hoc curriculum committee to identify issues.

## **ACCEL School Report**

Eric Dinnel reported they are working on processes for the board for all of the responsibilities held by Accel Management company.

## **Committee Reports**

*Governance Committee* – No report given at this time.

### *World's Best Workforce Committee*

Volunteers are needed (parents, staff and board members) to complete this document for the authorizer and MDE.

## **Old Business**

### *Transportation*

Randy contacted Kyle Johnson, director of transportation services in ISD 622. The plan is to shadow busses and report about the length and efficiency of the bus routes. There also needs to be a conference call for parents who do not speak English.

## **New Business**

### **Policy Approval**

*Policy No. 4.3.1 Employee Benefits*

*Policy No. 4.3.2 Salary and Wage Compensation System*

*Policy No. 5.5.5 Communicable Diseases and Infections*

*Policy No. 5.5.6 Allergies*

*Policy No. 5.5.8 Student Medicine in school*

*Policy No. 6.8 Parent Involvement*

*Policy No. 7.1 Segregation of Duties (revised to reflect new Iowa)*

The board reviewed and discussed the policies and noted edits that need to be implemented. After a review and discussion, the Board voted 5-0 to approve the policies with the any agreed upon revisions.

*Policy No. 6.7 Field Trips and travel*

The policy will be reviewed and discussed at the next board meeting.

*Open enrollment*

We are looking at enrollment for next year. We are creating a 5 year plan. We are looking at the old policy and changing K-2 to K-4.

*School year Calendar amendment*

Dates December 26 and January 2 are to be days off for staff. Randy motioned to approve the change, Patty seconded the motion, all approved by vote of 5-0.

*Parent Drop discussion*

Brynda stated there would be information sent out to parents regarding the procedures.

*Parks and Recreation*

We need to keep the fence un-locked after school hours.

*Adjournment*

Sasha Denisova called for adjournment at 8:08 P.M.