

**North Metro Flex Academy Board of Trustees Meeting Minutes**  
**2350 Helen Street, North St. Paul 55109**  
**July 19, 2017 6:00 P.M.**

**Board Members Present**

Patty Brostrom  
Debra Kranz  
Anna Anderson  
Randy Brady

**Also Present**

Terri Privette, Principal  
Jay Caballero, Office Manager  
Eric Dinnel, ACCEL Schools (by phone)  
Kyle Knudsen, Anton Group

**Call to order and Roll Call**

The meeting was called to order at 5:32 PM with a quorum present.

**Approval of the Agenda**

The agenda for the July 19 Board Meeting was approved.

1<sup>st</sup> Motion : Anna

2<sup>nd</sup> Motion: Randy

Vote: 4-0 in favor

**Conflict of Interest Declaration**

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

**Approval of Minutes**

The minutes from the June Board Meeting were approved.

1<sup>st</sup> motion: Randy

2<sup>nd</sup> motion: Anna

Vote: 4-0 in favor

**Public Comment**

**None**

**Consent Agenda**

None

**NEO Points of Business**

\*There will be a meeting with Accel and NEO to discuss the rubric to evaluate how this business relationship is functioning.

\*At the next meeting there will be a discussion and effort to approve the contract with NEO. The revised contract will update goals to measure progress.

## **Finance**

### **Financial Report – Kyle**

May Financial Highlights were discussed.

June Financial Highlights were discussed.

The board voted to approve Terri/TAG to handle EFT/Payroll transactions.

1<sup>st</sup> motion: Anna

2<sup>nd</sup> motion: Debbie

Vote: 4- 0 in favor

The board voted to approve the usage of the PEX card (a preloaded debit card) by Terri and Jay.

1<sup>st</sup> motion: Randy

2<sup>nd</sup> motion: Debbie

Vote 4 – 0 in favor

The board voted to approve Wells Fargo as the identified depository.

1<sup>st</sup> motion: Anna

2<sup>nd</sup> motion: Randy

Vote 4 – 0 in favor

### **Teacher Contracts: New staff for 17-18 school year.**

The board approved teacher contracts for a 5<sup>th</sup> grade position, 4<sup>th</sup> grade , 3rd grade and kindergarten position. Emily Beaulieu and Kari Duddeck were approved. The SPED paras, due process and SPED coordinators were approved.

1<sup>st</sup> motion: Randy

2<sup>nd</sup> motion: Debbie

Vote 4 – 0 in favor

The board approved adding 3-5 more SPED paras, an additional 4<sup>th</sup> grade teacher and an additional 1<sup>st</sup> grade teacher, if needed per enrollment changes.

1<sup>st</sup> motion: Randy

2<sup>nd</sup> motion: Anna

Vote 4 – 0

### **Accel School Report**

Eric (by phone) reported that HMH curriculum orders are in process, Jay is doing a great job transitioning to his new Office Manager position, Terri attended an Accel Leadership Summit and is doing marketing, as well as, interviewing this summer.

## **Principal Report**

- \*There will be staff training in August on PBIS and new curriculum.
- \*Our staff will continue to be standards driven by creating detailed curriculum maps aligned to standards and curriculum.
- \*We will have school wide bench marking in the fall, winter and spring to evaluate the progress of students to measure growth.
- \*We will be using Lexia and Edgenuity to personalize learning for our students in the areas of reading and math.
- \*Our students need to become stronger with their stamina for test taking.
- \* Our staff will be identifying and clarifying the focus of our school.
- \*We hope to offer school clubs before or after school to support our focus.
- \*Next month we need to discuss viability of the addition of 6<sup>th</sup> – 8<sup>th</sup> grades to our school. Some research is needed.

## **Old Business**

The board voted to approve Health Partners as the employee health insurance.

1<sup>st</sup> motion: Anna

2<sup>nd</sup> motion: Debbie

Vote: 3 – 1(abstain)

## **New Business**

There was an EEOC complaint by a former employee. The attorneys have submitted a response and we will be notified within 60-90 days of the update.

## **Next Board Meeting**

The next meeting will be August 16<sup>th</sup> at 6:00 PM.

## **Adjournment**

1<sup>st</sup> motion: Randy

2<sup>nd</sup> motion: Anna

Vote: 4 – 0 in favor