



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

June 19, 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

The meeting was called to order at 10:07am with a quorum present.

- Board Members Present: Pam Albrecht, Wyatt McMullen, Ember Russell
- Board Members Absent: DeOnta El-Shabazz, Mike Leary
- ACCEL Team Members: Terri Privette, Jay Caballero
- Public Present: David Harris, Colleen Harris, Kelly King, Rhiley Harris, Emilia Garza, Debbie Kranz
- NEO Representative: None
- Finance Representative: Kyle Knudsen

Approval of the Agenda

Motion to approve the agenda made by Wyatt McMullen:

Second: Pam Albrecht

Vote: 3-0 - Passed

Conflict of Interest Declaration

None

Public Comment

Change in Uniform Policy Request – NMFA 2nd graders, Rhiley Harris and Emilia Garza presented a petition signed by over 100 NMFA students to add a pink uniform shirt option. They talked about the benefits for students to have another uniform choice.

Motion to talk to Graphic Traffic about adding a standard pink shirt, with the NMFA wolf logo, to the uniform options made by Wyatt McMullen:

Second: Pam Albrecht

Vote: 3-0 – Passed

Finance

- Financial Report – May 2019 - Kyle Knudson shared financial highlights from the May 2019 report.
- Approve revised FY19 Budget
Motion to approve a revised FY19 Budget made by Pam Albrecht:
Second: Ember Russell
Roll call vote:
Albrecht: aye
Leary: NA
McMullen: aye
Russel: aye
El-Shabazz: aye
3-0 – Motion passed
- Staff Compensation
Motion to approve FY20 staff compensations made by Wyatt McMullen:
Second: Ember Russell
Vote: 3-0 - Passed

Consent Agenda

- Acceptance of May 2019 Finance Report
Roll Call Vote
 - Albrecht: aye
 - Leary: n/a
 - McMullen: aye
 - Russell: aye
 - El-Shabazz: n/aMotion passed
- Acceptance of May 15, 2019 Minutes, May 22, 2019 Special Meeting Minutes and May 22, 2019 Annual Meeting Minutes
Motion to accept the May 15, 2019 Minutes, May 22, 2019 Special Meeting Minutes, and the May 22, 2019 Annual Meeting Minutes made by Pam Albrecht:
Second: Wyatt McMullen
Vote: 3-0 - Passed

Board Training Update

- Board training will not be held in June, July and August
- Mike Leary and Pam Albrecht participated in the webinar “How to be a Great Board Chair” on May 22, 2019

NEO Points of Business

None

ACCEL Points of Business

The RVP Report was not received so Terri Privette gave an update.

- School Expansion - Blue prints received with 4 classrooms and 2 bathrooms planned. More clarification is needed.
- Marketing Plan - Three ACCEL staff canvassed the east side. Mailer went out.
- Curriculum and Services Agreement Exhibit E – No update
- School Report - Terri Shared: Enrollment update - 236 with 24 leads; staff resignations, and general school update - summer maintenance.

Old Business

- Board Elections
 - Results - All members re-elected, no write ins.
 - Resignation - Moved to July meeting.
 - Discussed term length for each composition - Parent 1 year, Community 1 year, Teacher 2 years
Motion to assign Pam Albrecht, Mike Leary and DeOnta El-Shabazz to 1 year terms and Ember Russell and Wyatt McMullen to 2 year terms made by Wyatt McMullen:
Second: Pam Albrecht
Vote: 3-0 Passed
 - Officer Position Assignments - Appointments were made as follows for 1 year: Board Chair: Pam Albrecht, Treasurer: Mike Leary, Secretary: Ember Russell. Mike Leary expressed his interested in the Treasurer position via email to the Board Chair.
- Mission and Vision Statement - No update.
- July Board Retreat - The retreat will be held on July 17th. Possible topics include Bylaws, ACCEL contract, Financial Agreement and Promissory Note. Agenda to follow.

New Business

- Approval of Revised 2019-2020 Calendar
Motion to approve the revised 2019-2020 calendar made by Pam Albrecht:
Second: Ember Russell
Vote: 3-0 - Passed
- Contract Approvals
 - Advance Therapy
Motion to approve Advance Therapy contract made by Pam Albrecht:
Second: Wyatt McMullen
Vote: 3-0 - Passed
 - Tamara Pulver
Motion to approve a 2-year no increase contract for Tamara Pulver made by Pam Albrecht:
Second: Wyatt McMullen
Vote: 3-0 - Passed
- IOwA Approval – The following Board Resolution for appointing an “Identified Official with Authority for the External User Access Recertification System” needs to be approved. The one submitted in February was rejected.

Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts annually designate an identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user’s access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize **Therese Privette** to act as the Identified Official with Authority (IOwA) and **Debra Kranz** to act as the IOwA to add and remove names only. North Metro Flex Academy 4243-07

Motion to accept the IOwA approval made by Ember Russell:

Second: Wyatt McMullen

Vote: 3-0 - Passed

- Review Draft Lunch Policy- Discussion about negative lunch values, charging for milk, and putting lunch menus on the website. Policy will be revised and voted on at the July Board meeting.

Adjourn

Motion to adjourn the meeting at 11:40 AM made by Pam Albrecht:

Second: Wyatt McMullen

Vote: 3-0 - Passed

Next Board Meeting

July 17, 2019 at 10:00 AM