

**North Metro Flex Academy \*Board of Trustees Meeting Minutes**  
**2350 Helen Street, North St. Paul 55109**  
**January 18, 2016 \*6:00 P.M.**

**Board Members Present**

Debra Kranz  
Patty Brostrom  
Randy Brady  
Katelyn Trnka

**Also Present**

Cindy Lavorato (speaker phone)  
Terri Privette, Principal  
Brynda Sengbush, Office Manager  
Eric Dinnel, ACCEL Schools  
The Anton Group Representative, Kyle  
Mike Flora, ACCEL Schools

**Agenda**

**Call to order and Roll Call**

The meeting was called to order at 6:05 P.M. with a quorum present.  
*Randy Brady welcomed all.*

**Board Resignation**

*Secretary*

Gretchen Yeager resigned from the secretary position and resigned from the board. Debra Kranz moved to accept the resignation of Gretchen Yeager and Patty Brostrom seconded the motion and all approved the motion.

**Board Nominations for Open Officer Positions**

*Board President*

Debra Kranz moved to nominate Patty Brostrom to be the board president. Katelyn Trnka seconded the motion for Patty Brostrom to be the board president. Randy Brady nominated himself for board president. Motion did not pass. Patty Brostrom was elected board president.

**Approval of the Agenda**

Debra Kranz requested to change the agenda, to discuss; life insurance, short and long term disability, and paper checks in the new business.

**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 January 3, 2017 Board meeting were approved as written by a board 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 Interest**

NEO was not present.

### **Treasurer's Report**

Stacy was not present.

### **Financial Report – Anton Group, Kyle.**

Kyle explained and reviewed the monthly revenue numbers. There was discussion followed about some of the information on the statements. Kyle recommended changing the check signing abilities to reflect Patty as the one able to sign checks. Patty signed the form. Katelyn and Debra asked why staff was receiving paper checks instead of direct deposit. Kyle responded and clarified the reasoning as to why staff is getting paper checks.

### **ACCEL School Report**

Eric Dinnel reported they are continuing to work through the list of concerns provided to ACCEL.

### **Principal Report**

Terri reported 154 total students and 73% qualify for free and reduced lunches. Catrina's Family Fundraiser was a success and school received 30% of all sales. Tuesday, January 24 and February 21 there will be Kindergarten registration. NWEA Map testing will be going on during the week of January 21<sup>st</sup>. Friday, February 17<sup>th</sup> will be Saints North Family Night. All preschools have received kindergarten flyers with the two registration dates. Individual tours have been ongoing. Climb Theatre performed two programs on January 13<sup>th</sup>. All staff has been trained in CPI(Crisis Prevention/Intervention Training)

#### *Title 1*

*Paraprofessional has been working on program in preparation to begin.*

*Interviews resume after teacher candidate withdrew.*

### *Lunch Payment Policy*

Discussion was had about a lunch payment policy. Revisit lunch payment policy at the next meeting.

### *NEO Tour*

Wendy Choi visited the school. There was a formal review and checklist done during this visit. NEO was impressed.

## **Committee Reports**

*Governance Committee* – Randy Brady volunteered to help find new board members and to be apart of the governance committee. Need to replace 2 board member positions. Terri Privette is going to send a note home to parents. Potential board members would need to submit an application.

## **Old Business**

No old business was discussed.

## **New Business**

### *Life insurance and short term and long term disability*

Discussion was had and Patty Bromstrom was going to get a cost estimate on staff insurance. Mike was going to get another estimate for the next meeting.

## **Policy Approval**

No new policies were approved.

## **Adjournment**

Katelyn called for adjournment at 8:17 P.M. Randy seconded the motion.