



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

2350 Helen Street
North St. Paul, MN 55109

March 18, 2020
Board Meeting 10:30 AM

Minutes

Our mission is to prepare a diverse community of elementary and middle school students to be successful in high school, college and in their chosen vocation through a flexible, individualized learning experience that develops analytical, compassionate, disciplined and self-directed learners.

Call to Order and Roll Call

Meeting was called to order at 10:40 AM with a quorum present.

- Board Members Present: Pam Albrecht, Dave Isaacson, Ember Russell, Mike Leary
- Board Members Absent: John Herbst
- ACCEL Team Members: Rodney Bly, Kirstin Lamay, Jay Caballero, Terri Privette, Natalie Long
- Public Present: Liana Emery, Chloe Hofstad, Debbie Kranz, Sandy Saline, Helen Karnitz, Kyle Johnson, Ally Sewich, Tori Hart, Tigist Liyew, Jill Livdahl, Tina Listerud, Maddie Anderson, Nancy Erickson, Ann Venne, Lacey Hastings, Ellie Stuman, Aaron Bartholomew
- NEO Representative: Wendy Choi, Jean Neuman
- Finance Representative: Kyle Knudson, David Kloskin

Approval of the Agenda

Motion to approve the agenda was made by Mike Leary:

Second: Ember Russell

Vote: 4-0 – Passed

Conflict of Interest Declaration

None

Public Comment

Liana Emery and Chloe Hofstad attended on behalf of NMFA teachers to express their concerns. Teachers are worried about reporting to school because of COVID-19. They are asking if it is possible to work from home starting next week as they feel that work needed to be done at the school can be completed within this week.

Wendy Swanson-Choi pulled up the Governor Tim Walz executive order for schools in relation to school closings. Wendy discussed that the school has requirements in place for planning distance learning. Dave Isaacson shared MDE's stance which is that staff can follow CDC guidelines and recommendations that staff should be safe working in their classrooms. Terri shared that with clarification from MDE, school staff need to be working at the school for contract hours. Terri talked about how our school will not go against the governor or MDE's view on this topic. **Update: After learning that several District 622 schools were allowing teachers to work remotely, Terri contacted Superintendent Osario. This indeed is occurring so NMFA teachers have been given this option also.**

Finance

- Financial Report – February 2020 - Kyle Knudson and David Kloskin called in for the Finance Committee Meeting and the financial report was discussed during the call.
- Discussion of 5 Year Budget Scenarios – This topic is put on hold as several scenarios are being analyzed. The board is waiting for comment back from Rodney Bly on additional questions posed by the board.

Consent Agenda

- Acceptance of February 2020 Finance Report
 - Roll Call Vote
 - Albrecht: aye
 - Leary: aye
 - Russell: aye
 - Isaacson: aye
 - Herbst: N/A
- Acceptance of February 19, 2020 Board Minutes
- Acceptance of March 2, 2020 Emergency Board Minutes

Motion to accept the February 2020 Finance Report, February 19, 2020 Board Minutes and March 2, 2020 Emergency Board Minutes made by Mike Leary:

Second: Dave Isaacson

Vote: 4-0 – Passed

Board Training Update

- Discussion on NEO training topics for March – This discussion topic was moved to the April Board meeting.

NEO Points of Business

- Wendy Swanson-Choi discussed academic progress. There are 10 academic indicators provided by MDE to determine high quality schools. Wendy requested the data for the school in relation to those indicators.
- Wendy shared that our school met all 10 academic indicators in math, reading, and science, this past school year related to proficiency, growth, and focus groups. NMFA was recognized as a leader within NEO schools.

NEO Performance Framework/Renewal

- Renewal Status – Wendy shared that in the event of spring testing being cancelled, our school has many different measures in our performance framework to assess renewal status.
- Finance is the concern for the performance framework. NEO's board needs a very clear finance plan to feel comfortable renewing their contract with the school. Budget review for next year needs to show long term growth and show evidence that the school is working toward getting out of debt.

ACCEL Points of Business

- RVP Report – Rodney shared the RVP report with the Board.
- School Expansion
 - ACCEL is looking to purchase the lockers for the middle school expansion and will ask the landlord to install. They are working to determine what furniture will fit in the space, whether they have furniture available or if it will need to be purchased.
- Marketing Plan – status of Bonko relationship, Rodney will take note to contact Bonko
- Curriculum and Services Agreement Exhibit E/ New Agreement – No updates
- School Report – Terri shared the report which the board reviewed. Terri highlighted what was happening in the school in response to COVID-19.

Old Business

- Gambling Permit Application – Application was taken to the City of N. St. Paul on February 21, 2020.
- ACCEL Management Agreement – Rodney shared that the Board needs to talk with Ron Packard concerning the school's debt.
 - Rodney shared that many of the scenarios being presented for the school could help the school get out of debt.
 - Rodney and Wendy shared that the finance scenario to present will need to be decided by May 1st.
 - Rodney urged the Board to meet several times in the next month to decide what strategy the school will be using so the selected plan can be presented to NEO.

New Business

- COVID-19 School Preparations/Protocol – Terri shared what the school was doing to meet the requirements for childcare for emergency workers, school lunch distribution, and distance learning plans.
- Workers Compensation Insurance – this policy will be binding back to March 15th.
 - Status of other insurance policies – the other policies will be due within the next month.Motion to approve Pam Albrecht signing this document was made by Mike Leary:
Second: Dave Isaacson
Vote: 4-0 – Passed
- Board Election Policy – The Board was asked to review this policy and send comments to Pam by March 25th.
Motion to conditionally approve the Board Election Policy based on the comments and revisions made by the board was made by Mike Leary:
Second: Dave Isaacson
Vote: 4-0 – Passed

Adjourn

Motion to adjourn the meeting at 12:17 PM was made by Pam Albrecht:

Second: Ember Russell

Vote: 4-0 – Passed

Next Board Meeting: April 15th, 2020 at 5:00 PM **Update: Meeting time is moved to 1:00 PM**