



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

April 15, 2020
Board Meeting 1:00 PM

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.

Due to the COVID-19 pandemic, this Board meeting is being held virtually via Zoom.

Call to Order and Roll Call – Meeting was called to order at 1:08 PM with a quorum present.

- Board Members Present: Pam Albrecht, Mike Leary, Dave Isaacson, Ember Russell
- Board Members Absent: None
- ACCEL Team Members: Terri Privette, Jay Caballero, Kristin LaMay, Rodney Bly
- Public Present: Debra Kranz
- NEO Representative: Jean Neuman
- Finance Representative: Kyle Knudson, David Kloskin

Approval of the Agenda

Motion to approve the agenda made by Mike Leary:

Albrecht: Aye
Isaacson: Aye
Russell: Aye
Motion Passed

Conflict of Interest Declaration

After reading the agenda, do any Board members have any real or perceived conflict of interest with any agenda item.

Albrecht: Nay
Leary: Nay
Isaacson: Nay
Russell: Nay

Public Comment

Debra Kranz shared that she is very proud of NMFA staff with how they are handling the COVID-19 situation.

Finance

- Financial Report – March 2020 - Kyle Knudson and David Kloskin shared and discussed the financial report at the Finance meeting held before the board meeting. Pam Albrecht asked some clarifying questions that Kyle was able to answer. The current contract for the auditor is up for renewal; requests have not been sent yet.
- Budget Discussion for NEO request – Special session will need to be held to discuss this further. This meeting will be held April 22nd at 1:30 PM.

Consent Agenda

- Acceptance of March 2020 Finance Report
 - Roll Call Vote
 - Albrecht: Aye
 - Leary: Aye
 - Isaacson: Aye
 - Russell: Aye
 - Passed
 - Acceptance of March 18, 2020 Board Minutes
 - Acceptance of March 25, 2020 Special Board Minutes
- Motion to accept the March 18, 2020 Board Minutes and the March 25, 2020 Special Board Minutes was made by Mike Leary:
- Albrecht: Aye
Isaacson: Aye
Russell: Aye
Motion Passed

Board Training Update

- Discussion of NEO training topics – Board members are working on training topics using the NEO website and will be taking a temporary break to focus on other matters.

NEO Points of Business

Jean Neuman would like to recognize NMFA staff for working hard with on-line learnings. She also reminded the Board that the school needs to provide the analysis of the management agreement.

ACCEL Points of Business

- RVP Report – Shared by Rodney Bly and Board members reviewed this report prior to the board meeting.
- School Expansion – Included in the RVP report
- Marketing Plan – Marketing plan will be shared with the board each month.
- Curriculum and Services Agreement Exhibit E – Discussion
- School Report – Terri shared the NMFA's plan in response to COVID 19

COVID-19 Discussion Topics

No further discussion

Old Business

- Transportation Contract – RVP report noted that two vendors have been contacted for next year. Terri will be contacting current vendor to submit payroll reports to compare pre- and post-COVID-19.
- ACCEL Management Agreement Update – Discussion was held, many pieces to this agreement still need to be resolved. Curriculum was heavily discussed. This will be discussed further at the April 22nd Special Board Meeting. A committee may need to be established due to the size of the board. It was suggested to look at conducting a staff survey to get their opinion on how well the special services provided from Accel were viewed.

New Business

- Virtual Board Meetings
 - Voting will take place via roll call
 - Notice for meetings will be posted on door, website and Facebook
 - Terri will post a notice on the website directing the public to contact her for information on how to attend the meeting if they would like.
 - May Election Process
 - Biographies – Updated and submitted to Pam
 - Platform to use for voting – Google forms will be used to record voter responses, created by Ember Russell.
 - Date(s) of election – May 11, 2020 – May 15, 2020
 - How to get the word out – Facebook, website, email
- Update: Election has been postponed until the fall.**

- Short Term Loan Request – The agreement is being developed by Accel. There will be 3% interest charged which was questioned by the Board as we suggested no interest be charged in concern for the school budget. Kristen will reach out to Michael Smith.
- Use of PTO for the remainder of the school year – Discussion about possible scenarios to handle all of the remaining unused time. NMFA admin will encourage staff to use remaining PTO with the possibility of the Board making a policy change at the next Board meeting. A letter will be sent out to all staff.
- Future board meeting time – The board will continue to meet virtually at 1PM for future board meetings.

Adjourn

Motion to adjourn the meeting at 3:40PM was made by Pam Albrecht:

Ember Russell: Aye

Mike Leary: Aye

Dave Isaacson: Aye

Motion Passed

Next Board Meeting: May 20, 2020 at 1:00PM