



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

August 19, 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.

The meeting was called to order at 1:04PM with a quorum present.

Call to Order and Roll Call

- Board Members Present: Pam Albrecht, Mike Leary, Dave Isaacson, Ember Russell
- Members Absent: None
- ACCEL Team Members: Terri Privette, Rodney Bly, Jay Caballero, Kristin LaMay
- Public Present: Ann Venne, Chloe Hofstad, Jesse Schonfeld, Sandy Saline, Debbie Kranz, Helen Karnitz
- NEO Representative: None
- Finance Representative: David Kloskin

Approval of the Agenda

Motion to approve the agenda with the addition of the new school Face Mask Policy was made by Pam Albrecht:

Second: Dave Isaacson

Roll Call Vote:

Albrecht: aye

Leary: 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: No

Leary: No

Isaacson: No

Russell: No

Public Comment

No members of the public wished to address the Board during the public comment portion of the agenda.

Finance

- July 2020 Financial Report – David Kloskin presented the financial report at the Finance Subcommittee Meeting prior to the Board Meeting. There were no further questions.

Consent Agenda

- Acceptance of July 2020 Finance Report
 - Roll Call Vote
 - Albrecht: aye
 - Leary: aye
 - Isaacson: aye
 - Russell: aye
 - Passed
 - Acceptance of July 15, 2020 Board Minutes
 - Acceptance of August 4, 2020 Special Board Minutes
 - Acceptance of August 10, 2020 Special Board Minutes
- Motion to accept the above minutes was made by Mike Leary
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Board Training Update – No training conducted

NEO Points of Business – None

ACCEL Points of Business

- RVP Report – No RVP Report was prepared for this meeting.
- School Expansion – Included in School Report
 - Wi-Fi/Phones/Technology still need to be installed.
 - Cameras still need to be installed.
- Marketing Plan – Included in School Report
 - Calling/surveying undecided families.
 - Calling families that are missing documents to verify.
 - School tours are taking place.
 - Digital Marketing on Instagram, Facebook, and YouTube
- Curriculum and Services Agreement Exhibit E – No update
- School Report: Terri shared:
 - The school will follow the ISD 622 schedule for Hybrid Learning.
 - Students will be grouped in two groups, A and B. Group A will attend school on Monday and Thursday from 9:30am-1:30pm, and Group B will attend school on Tuesday and Friday from 9:30am-1:30pm. Both groups will participate in Distance Learning on Wednesday. Families may choose Full Distance Learning if they wish.
 - Families are still selecting if they will participate in the Hybrid Learning or Full Distance Learning option.
 - The school recently learned they can apply for a Coronavirus Relief Fund Grant. This grant can be used for safety measures, cleaning supplies, technology, professional development, school age care for essential workers, and family communication support.
 - Enrollment Update: The school has 250 students enrolled, however many families have not made their learning choice for the first trimester.
 - Safety Precautions: Safety visuals throughout the school, social distancing arrows on the floors, hand sanitizer stations throughout school, mask requirement reminders, sneeze guards for front office and kitchen ordered, COVID saliva tests for each staff member, plastic curtain dividers and coverings in the nurse's office, and air purifiers in each classroom.

COVID-19 Discussion Topics – Covered in School Report

Old Business

- Transportation Contract – Terri has been in contact with the company and will send them the bussing information after collecting the families school learning plans so routes can be created. Our legal counsel will need to review once the contract is received.
- Management Agreement and Financial Agreement Amendments – Kristen LaMay has spoken to Michael Smith. They are waiting for the end of the year final figures to prepare the amendment to the Promissory Note. According to David Kloskin they should be available by the end of the week. No update on the Management Agreement.
- 5-Year Budget – Next Step - Determine what we think an acceptable plan would be for NEO renewal then discuss with them the revisions they are looking for. The Budget Subcommittee will meet to make those revisions. Mike will further discuss the management fee with Ron Packard.
- Uniforms – Tabled to gather middle school student ideas.
- School Calendar – Terri would like to push the start date out to September 8, 2020 to allow more teacher prep time with an end date of June 4, 2021.
Motion to revise the school year to start on September 8, 2020 and end on June 4, 2021 and revise the school calendar was made by Mike Leary
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- School Opening Plan – Included in School Report
Motion to approve the use of the Hybrid Learning model based on ISD 622's Hybrid model was made by Pam Albrecht
Second: Ember Russell
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

New Business

- Future Board Meetings – The Board will continue to meet virtually on the third Wednesday of each month with a new start time of 5:00PM starting in September.
- Transportation Policy – No substantial changes
Motion to approve the revised Transportation Policy was made by Pam Albrecht:
Second: Mike Leary
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- Coverall Contract – The contract needs to be put into the standard contract template and then can be signed.
Motion to approve Coverall as the janitorial vendor for school year 2020-2021 was made by Pam Albrecht
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

- Face Mask Policy
Motion to approve the new Face Mask Policy was made by Pam Albrecht
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Adjourn

Motion to adjourn at 2:36PM was made by Pam Albrecht:
Second: Mike Leary
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Next Board Meeting: September 16, 2020