



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

May 12, 2020
Special Board Meeting 10:00 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.

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

The meeting was called to order with a quorum present at 10:03 AM.

Call to Order and Roll Call

- Board Members Present: Pam Albrecht, Mike Leary, Dave Isaacson, Ember Russell
- Board Members Absent: NA
- ACCEL Team Members: None
- Public Present: Debra Kranz, Liana Emery, Nancy Erickson, Chloe Hofstad, Jessaca Karg, Ann Venne
- NEO Representative: Jean Neuman
- Finance Representative: None

Approval of the Agenda

Motion to approve the agenda was 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: None
Leary: None
Isaacson: None
Russell: None

Public Comment

Debbie shared that she believes it is important to have a consistent person at the front desk of the school. Discussion was held to determine how this topic would be added to the teacher survey that will be sent out.

Finance – NA

Consent Agenda - NA

Board Training Update – NA

NEO Points of Business – NA

ACCEL Points of Business – NA

COVID-19 Discussion Topics – NA

Old Business

New Business

- Accel Evaluation – Exhibit E

The board completed an evaluation grid on services ACCEL is providing and how that relates to Exhibit E of the Curriculum and Services Agreement. ACCEL will be sent this same evaluation grid to complete the primary accountable Accel employee and % of allocation of contribution by summary category included in Exhibit E. Using this data, the board will attempt to negotiate the management fee based on what services ACCEL provides.

Motion to accept the Accel Contract Evaluation Grid, with minor modifications as discussed, as a tool to evaluate ACCEL, while ACCEL uses this tool as a self-evaluation, and make this tool the new Exhibit E, was made by Pam Albrecht:

Leary: Aye

Isaacson: Aye

Russell: Aye

Motion Passed

- Staff Survey – It was previously recommended that a survey be sent to teachers to gather their evaluations on the services that Accel provides. Teachers present discussed what could be added to this survey and asked several questions. Debbie will create a survey based on questions from the board, send out to staff and the results shared with the Board. The survey will include, at a minimum, the following:
 - Professional Development
 - Curriculum
 - Marketing
 - Front Desk Support
- Review discussion with Wendy - Pam shared the following from a call she had with Wendy Swanson-Choi at NEO.
 - The school should have full control over postings on the website per MN Statute 124E– this will need to be addressed.
 - The school will not be signing the Line of Credit Agreement with ACCEL until further conversation is held.
 - The Board needs to show NEO that the school is actively working with ACCEL to create a 5-year plan.
 - Wendy would like the Board to focus on ACCEL issues, not closure concerns. This will fall into alignment.
 - Wendy would like to reiterate that NEO has a plan with the MDE that they must adhere to, just as we must adhere to the agreement with NEO.
- FY 20-21 budget discussion – The board would like to submit changes to scenario 1B and discuss this budget at the May 20th Board meeting. Pam will give Kyle a heads-up that someone will be contacting him with new criteria to use. If the Board can't approve a budget at the May or June meeting, with NEO's input, a special session will need to be held.

Adjourn

Motion to adjourn the meeting was made by Pam Albrecht at 11:33AM:

Leary: Aye

Isaacson: Aye

Russell: Aye

Motion Passed

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