



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

October 21, 2020
Board Meeting 5:00 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 5:02 PM with a quorum present.

Call to Order and Roll Call

- Board Members Present: Pam Albrecht, Mike Leary, Dave Isaacson, Ember Russell
- Board Members Absent: N/A
- ACCEL Team Members: Terri Privette, Jay Caballero, Rodney Bly, Kristin LaMay
- Public Present: Jenny Price, Debbie Kranz, Bonnie Schwieger
- NEO Representative: Jean Neuman
- Finance Representative: David Kloskin, Kyle Knudson

Approval of the Agenda

Motion to approve the agenda was made by Mike Leary.

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

- Financial Report – David Kloskin presented the financial report for September 2020 at the Finance Committee Meeting prior to the board meeting. No further questions or discussion was needed.
- Presentation of the final FY19-20 audit by Abdo, Eick & Meyers – Summary of audit results were given by Bonnie Schwieger. There were no findings and nothing out of compliance.

Consent Agenda

- Acceptance of September 2020 Finance Report
Roll Call Vote
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
- Acceptance of September 16, 2020 Minutes
Motion to accept the September 16, 2020 Minutes was made by Pam Albrecht:
Second: Ember Russell
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Board Training Update

- No training conducted

NEO Points of Business – No Updates

ACCEL Points of Business

- RVP Report – Rodney shared the RVP Report with the board prior to the Board meeting.
- School Expansion – Phone lines, Wi-Fi, and camera wiring was completed in the expansion. Additional phones and cameras will be needed.
- Marketing Plan – Budget reported \$0 for November. Pam questioned this and no explanation could be given at this time. A meeting will be called to discuss budget options to support marketing events until the new budget cycle begins.
- Curriculum and Services Agreement Exhibit E – Still in progress.
- School Report – Terri shared:
 - COVID-19 Update – Staff is working hard to keep the school sanitized, and safe.
 - Enrollment Update
 - Safety Purchases: cleaning supplies, outside equipment for recess, and more air purifiers.
 - Staff Update: Science Teacher/7th Grade Homeroom was hired.
 - Staff Professional Development Conducted: Trauma Informed Practice and Implicit Bias

COVID-19 Discussion Topics

Nothing additional

Old Business

- Board Elections – Discussion was held on how to implement the Board election that was postponed in the fall due to the pandemic. The Board would like to hold elections before Thanksgiving. More information needs to be gathered.

- School Calendar – In order to meet the number of academic hours required by MDE, Terri proposed to add distance learning days on 11/3, 11/25, and 12/23. These were originally staff development or non-school days. Motion to approve the addition of three distance learning days to the school calendar to meet MDE required academic hours was made by Pam Albrecht.
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- NEO Contingency Plans Assignment – Terri, Dave and Sandy Saline took the checklist and compared it to the COVID Learning Plans and Safety Plan. Terri will send a copy to Wendy Swanson-Choi at NEO.

New Business

- Health Insurance Presentation – Jenny Pine shared a PIEP presentation showing several options on how to distribute the January health insurance increase between the school and the employee, as well as whether or not to discontinue the HealthiestYou benefit. Discussion and questions followed.
Motion to drop the HealthiestYou portion of the insurance plan effective January 1st was made by Pam Albrecht.
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Motion to approve a no cost increase for employees effective January 1st was made by Mike Leary:
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- Approval of Board Development Plan – Mike developed the 2020-2021 Board Development Plan and sent for Board review prior to the meeting which is due to NEO by the end of November. Pam recommended some minor revisions and will send to Mike.
Motion to approve the 2020-2021 Board Development Plan with some minor conditional revisions was made by Pam Albrecht:
Second: Mike Leary
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

- Approval of Policy 4.3.3, Group Health Insurance – This was sent to the Board to review prior to the meeting. There were no comments received.
Motion to approve Policy 4.3.3 Group Health Insurance was made by Pam Albrecht
Second: Mike Leary
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- Restrictive Procedures Plan – This was sent to the Board to review prior to the meeting. The plan was accepted by the Board and will be posted on the school website.

Adjourn

Motion to adjourn the meeting at 7 PM was made by Mike Leary.

Second: Ember Russell

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Motion Passed

Next Board Meeting: November 18, 2020 at 5:00PM