



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

September 16, 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.

Call to Order and Roll Call

The meeting was called to order at 5:03 PM with a quorum present.

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

Approval of the Agenda

Motion to approve the agenda with the addition of staffing was made by 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 member of the public that was present wished to make a comment.

Finance

- August 2020 Financial Report – David Kloskin gave a summary of what was discussed at the Finance Committee Meeting.

Consent Agenda

- Acceptance of August 2020 Finance Report
 - Roll Call Vote
 - Albrecht: aye
 - Leary: aye
 - Isaacson: aye
 - Russell: aye
- Acceptance of August 19, 2020 Board Minutes
- Acceptance of August 31, 2020 Special Board Minutes
- Acceptance of September 3, 2020 Special Board Minutes

Motion to accept the above minutes was made by Pam Albrecht.

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Motion Passed

Board Training Update

- No training conducted

NEO Points of Business

- Epicenter is up to date. There are a lot of items due in September. The decision on the school's renewal will be made in mid to late winter.

ACCEL Points of Business

- RVP Report – The report was shared with the Board prior to the meeting for review. Pam Albrecht asked a clarifying question about the old copy machine and locker installation based on enrollment numbers. Mike will have a conversation with Ron Packard about locker installation moving forward regardless of enrollment numbers based on need due to Covid-19 restrictions.
- School Expansion – Covered under RVP Report.
- Marketing Plan – Attached to the RVP Report.
- Curriculum and Services Agreement Exhibit E – No Update
 - Accel legal counsel is working on the Promissory Note
- School Report – Terri shared:
 - Enrollment Update
 - Grade Level Break Down
 - Daily Schedule: Hours
 - Middle School Expansion: Wi-Fi, phones, smart boards, and cameras still needed.
 - Safety Purchases: air purifiers, sneeze guards, filters for the HVAC system, PPE for students and staff, cleaning supplies.

COVID-19 Discussion Topics – Nothing additional

Old Business – None

New Business

- PTO Policy – Terri shared a proposal to change the current PTO policy due to coverage concerns. Staff is tight and substitute teachers are not available.
Motion to approve the updated PTO policy with the discussed change was made by Mike Leary:
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- Transportation Contract - The Board reviewed the revisions prior to the meeting.
Motion to accept the transportation contract with CSTMN was made by Pam Albrecht:
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- NEO Notification on Contingency Plans - There was a communication received from NEO instructing us to document that all the required contingency plans meet the required parameters using the questions provided by them. Terri Privette, Dave Isaacson, Debbie Kranz, Sandy Saline, and Jay Caballero are working on this, referencing the school's plans to answer each question. When this is completed, the document will be given to the Board to review and approve.
- Staffing – The middle school is struggling with understaffing so Terri proposed hiring a part-time middle school teacher. The distance learning teacher is also struggling.
Motion to approve the hiring of another part-time 5th grade-8th grade teacher contingent on room in the budget was made by Pam Albrecht:
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Adjourn

Motion to adjourn the meeting at 6:28PM was made by Pam Albrecht:

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Motion Passed

Next Board Meeting: October 21, 2020 at 5:00PM