



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

April 12, 2021  
Special Board Meeting 4:15 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 4:15 with a quorum present.

- Board Members Present: Pam Albrecht, Mike Leary, Ember Russell, Dave Isaacson
- Board Members Absent: None
- Public Present: Debbie Kranz
- NEO Representative: None
- Finance Representative: None

**Approval of the Agenda**

Motion to approve the agenda was made by Mike Leary.

Second: Ember Russell

Roll Call vote:

Albrecht: aye

Russell: aye

Isaacson: aye

Leary: 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

Russell: no

Isaacson: no

Leary: no

**Public Comment**

None

**Finance** NA

**Consent Agenda** NA

**Board Training Update** NA

**NEO Points of Business** NA

**COVID-19 Discussion Topics** NA

**Old Business**

**New Business**

- Potential Board Member – Reminded Board members that there could be a potential parent member attending the April 21<sup>st</sup> Board meeting and that I would like Mike or Dave to follow up with her after the meeting if she is still interested. I will be sending her our Bylaws and asking her to return the Board Member Application so that it can be shared with the Board.
- NEO Contract – Wendy Swanson-Choi from NEO sent the proposed draft NEO renewal contract for our review along with the Board Member Affirmation form that all members must sign. This form does not need to be returned until after next month’s Board election. All contract comments should be sent to Mike Leary.
- ACCEL Mediation – Mediation will be held on April 16<sup>th</sup> in the matter of ACCEL Schools vs NMFA and will be overseen by Mr. Clifford Greene. Pam will be in attendance along with the school’s legal counsel, Cindy Lavorato. The outcome will be shared after the meeting.
- Step and Lane Salary Discussion – Debbie and Dave presented this proposal to help with the school’s plan to recruit and retain quality staff. Discussion points are in no particular order:
  - Kyle’s comments were discussed and how they affect this proposal. Cindy also voiced her concern.
  - A teacher communication will be sent out the week of May 3<sup>rd</sup> from the Board explaining next year’s salary increases.
  - Dave is going to contact Kyle to make a line-item budget change and ask if a year-end bonus could be paid to all staff without impacting the fund balance – use of the PPP loan? Teachers and paraprofessionals would receive different amounts.
  - A list of teachers with their salaries and years of service was requested from Debbie.
  - Motivational pay – pull out the pieces in the performance framework that would be used.
    - Point system on productivity – awareness.
  - Use this Step and Lane as “contractual guidance” for “results improvement”.
  - Create sub-committees (i.e., literacy, IT, book fair, etc.) and pay 1% extra for the work.
  - Stipends vs bonus vs performance based was discussed.
  - Board will discuss further after more information is obtained and make decision as part of final budget submittal.

**Adjourn**

Motion to adjourn at 5:47PM was made by Pam Albrecht.

Second: Mike Leary

Albrecht: aye

Russell: aye

Isaacson: aye

Leary: aye

Motion Passed

**Next Board Meeting:** April 21, 2021