



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

February 17, 2021
Board Meeting 5:00PM

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 5:01PM with a quorum present.

- Board Members Present: Pam Albrecht, Mike Leary, Dave Isaacson, Ember Russell
- Board Members Absent: N/A
- Public Present: Sandy Saline, Jessaca Karg, Debbie Kranz, Nancy Erickson, Jesse Shonfield, Ann Venne
- NEO Representative: Wendy Swanson-Choi
- Finance Representative: Kyle Knudson

Approval of the Agenda

Motion to approve the agenda was made by Pam Albrecht:

Second: Mike Leary

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 Public Comment

Finance

- Financial Report – The January 2021 Financial report was presented and discussed at the Finance Committee meeting prior to the Board meeting. There were no further questions.

Consent Agenda

- Acceptance of January 2021 Finance Report
 - Roll Call Vote
 - Albrecht: aye
 - Leary: aye
 - Isaacson: aye
 - Russell: aye
 - Acceptance of January 20, 2021 Board Minutes
 - Acceptance of January 20, 2021 Emergency Board Minutes
 - Acceptance of January 28, 2021 Emergency Board Minutes
 - Acceptance of February 2, 2021 Emergency Board Minutes
 - Acceptance of February 3, 2021 Emergency Board Minutes
 - Acceptance of February 9, 2021 Emergency Board Minutes
 - Acceptance of February 12, 2021 Emergency Board Minutes
 - Acceptance of February 16, 2021 Emergency Board Minutes
- Motion to accept the above listed Board minutes was made by Mike Leary:
Second: Pam Albrecht
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion: Passed

Board Training Update

- NEO trainings – Follow Open Meeting Law and Negotiate the Charter Contract were not discussed as planned due to technical issues with the training website. These will be discussed next month along with Develop an Effective Relationship with the Authorizer.

NEO Points of Business

Wendy addressed the Board and mentioned she was appreciative of all the information sent to her by the NMFA Board so she can work on assembling the material to present to the NEO Board to use in deciding NMFA's charter renewal.

COVID-19 Discussion Topics – Discussed in the School Report

School Report

Debbie Shared:

- K-2 students started in person the week of February 1st, and the 3rd-5th graders joined in person the week of the 16th. We still have around 100 students distance learning. It has been going well.
- COVID testing of staff every two weeks has begun, and many staff have received at least the first dose of the COVID Vaccine.
- Enrollment Update: 228 current students as of 2/14
- Marketing Update: Re-enrollment launched 2/3 and Open Enrollment will launch on 3/1. Lisa and Dave Bonko have done focus groups to work with NMFA on a marketing plan and will send a proposal to the Board. Staff are surveying and delegating activities through the rest of the school year and looking forward to summer.
- Building Update: Classrooms have been set up for in-person learning. Extra classrooms are set up for zooming with distance learners, and 1-1 interventions.
- COVID Update: HVAC UV filters have been installed to help the air quality. Seventy-two plastic sneeze guards for desks were ordered, as well as more PPE for students and staff.
- NWEA testing has started for students.
- The school would like to explore curriculum that supports the Science of Reading (SOR)
- The school is in the process of transitioning our technology.

- Motion to approve the domain name NMFAMN.org as the school's website was made by Ember Russell:
Second: Mike Leary
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Old Business

New Business

- Approval of 2021-2022 School Calendar
Motion to approve the 2021-2022 school calendar was made by Pam Albrecht:
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- Approval of Credit Card Policy
Motion to approve the new Credit Card Policy 2.5 was made by Mike Leary:
Second: Pam Albrecht
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed
- Staff Stipend Proposal
Motion to approve the proposed 4 staff stipends for February thru June was made by Pam Albrecht:
Second: Mike Leary
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: Recused
Motion Passed
- Ratification of Promissory Note
Motion to ratify the Accel/NMFA Promissory Note was made by Mike Leary:
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Adjourn

Motion to adjourn at 6:19PM was made by Pam Albrecht:

Second: Dave Isaacson

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Motion Passed

Next Board Meeting: March 17, 2021, 5:00PM