



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

March 25, 2021
Emergency Board Meeting 4:15PM

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 4:18PM with a quorum present.

- Board Members Present: Pam Albrecht, Dave Isaacson, Ember Russell
- Board Members Absent: Mike Leary
- Public Present: Debbie Kranz
- NEO Representative: NA
- Finance Representative: NA

Approval of the Agenda

Motion to approve the agenda was made by Pam Albrecht.

Second: Dave Isaacson

Role Call Vote:

Albrecht: aye

Russell: aye

Isaacson: 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

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

- Kraus-Anderson COMPTRON and HR Proposal – Kraus-Anderson submitted a proposal for additional services they can provide. The Board discussed contracting with them for the COMPTRON Claim Management segment which deals with worker's compensation. The HR piece will be discussed at a future meeting.
A motion was made to contract with Kraus-Anderson for the COMPTRON Claim Management segment of their proposal to assist with worker's compensation claims by Pam Albrecht.
Second: Dave Isaacson
Role Call Vote:
Albrecht: aye
Russell: aye
Isaacson: aye
Motion Passed
- NEO Documents – The NEO site visit is April 15, 2021 and the school is gathering the needed documents. During this process several things were discovered –
 - Board member background checks could not be located – all Board members submitted new documents.
 - Training Certificates – make sure you have all your certificates in your Board member file.
 - Board Election – Due to the COVID-19 pandemic, last year's election was postponed. After discussion, it was decided to hold the election in May in accordance with our Bylaws and Election Policy. Dave and Ember volunteered to coordinate the logistics and it was determined to hold the election on May 12th from 4:00PM-6:00PM at the school.
A motion was made by Pam Albrecht to hold the Board of Directors election on May 12, 2021 from 4:00PM-6:00PM at the school.
Second: Dave Isaacson
Role Call Vote:
Albrecht: aye
Russell: aye
Isaacson: aye
Motion Passed
 - Literacy Plan – The current K-3 Literacy Plan on the website is for the school year 2019-20. One for the current year needs to be approved using the same language with some minor modifications.
A motion was made by Pam Albrecht to make minor modifications to the current K-3 Literacy Plan and post on the website.
Second: Ember Russell
Role Call Vote:
Albrecht: aye
Russell: aye
Isaacson: aye
Motion Passed

Adjourn

Motion to adjourn at 5:19PM was made by Pam Albrecht.

Second: Dave Isaacson

Role Call Vote:

Albrecht: aye

Russell: aye

Isaacson: aye

Motion Passed

Next Board Meeting: April 21, 2021