



# North Metro Flex Academy

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

November 17, 2021  
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.*

**This Board meeting is being held pursuant to MN Statutes 13D.02**

### **Call to Order and Roll Call**

The meeting was called to order at 5:02 with a quorum present.

- Board Members Present: Pam Albrecht, Mike Leary and Dave Isaacson
- Board Members Absent: Ember Russell
- Public Present: Joe Palkowitsch, Jenny Pine, Debbie Kranz
- NEO Representative: Tu Nguyen
- Finance Representative: Kyle Knudson

### **Approval of the Agenda**

Motion to approve the agenda was made by Mike Leary.

Second: Pam Albrecht

Roll Call Vote:

Albrecht: aye

Leary: 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

Leary: no

Isaacson: no

### **Public Comment – No Public comments**

### **Finance**

- Financial Report – Kyle Knudson presented the October 2021 finance report at the Finance Committee meeting prior to the Board meeting. There was discussion about reconfiguring the ESSER II and COVID Grant monies.
- Approve Revised Budget: Approval has been delayed. Further discussion is needed at an additional Finance meeting. There will be a special board meeting on Wednesday, November 24, 2021, to discuss GEER funds, and additional positions utilizing COVID-19 and ESSER grant funds.

### **Consent Agenda**

- Acceptance of October 2021 Finance Report
  - Roll Call Vote
    - Albrecht: aye
    - Leary: aye
    - Isaacson: aye
    - Russell: absent
    - Motion Passed
- Acceptance of October 20, 2021, Board minutes was made by Mike Leary.  
 Second: Dave Isaacson  
 Roll Call Vote  
 Albrecht: aye  
 Leary: aye  
 Isaacson: aye  
 Motion passed

**Board Training Update** – There was a discussion about the Annual Meeting, Annual Report and WBWF. The meeting will be held on January 19<sup>th</sup> after the Board Meeting.

### **NEO Points of Business**

- NMFA Performance Framework Presentation – Tu Nguyen presented an update regarding the NEO contract which was rejected by MDE and needs to be resubmitted after changes are made. Pam, Wendy, Tu and Debbie will meet to discuss the updated/edited Enrollment Policy and Bylaw language.
- Tu presented all the parts of the Performance Framework. We discussed how most everyone was negatively impacted by COVID-19 with regards to data collection. We discussed numerous issues of consistency and validity surrounding the MCA tests. We also discussed the attendance and mobility data being affected by COVID-19, as well. It is possible to negotiate changes/revisions to the Framework up until the last year of the renewal contract decision.

**School Report** – Sent to the Board prior to the meeting for review. Pam and Mike asked clarifying questions.

### **Board Calendar**

- Approve WBWF Documents: Annual Report/Summary – Discussion regarding next steps. The final draft will be ready for approval on December 7.
- Preliminary discussion of Annual Meeting – The annual meeting will be held on January 19, 2022, after the Board meeting.

**Old Business** - None

### **New Business**

- **Presentation of New Benefits Package** – Jenny Pine went over the new year’s rate proposal and answered questions.
  - Motion to approve the full 100% absorption of the new benefits package increase was made by Mike Leary.
  - Second: Pam Albrecht.
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed
- **Timeline for WBWF Approval/Submittal** – Revisions will be made and a Special Board Meeting will be held December 7 to approve the WBWF.

- **E-Rate Application for 7/1/2022-6/30/2023**
  - Motion to approve entering a contract with Dakota Academic Consulting, Inc. to complete the application process for E-Rate funds was made by Dave Isaacson.
  - Second: Mike Leary
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed
  
- **Approve Revision to Enrollment Policy 5.1.1**
  - Motion to approve the discussed amendment was made by Pam Albrecht.
  - Second: Mike Leary
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed
  
- **Approve Revision to Bylaws**
  - Motion to approve two additions to the Bylaws was made by Mike Leary.
  - Second: Dave Isaacson
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed
  
- **Approve T-Mobile Education Renewal Agreement**
  - Motion to approve the renewal of the T-Mobile for Education Agreement thru 6-30-2022 was made by Dave Isaacson
  - Second: Mike Leary
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed
  
- **Board Member Resignation** – Ember Russel submitted her resignation effective at the end of December.
  
- **Approval of Possible SPED Para and Possible Substitute Position** – pending for Amanda Dobbelmann and Haileigh Peterson
  
- **Approval of After School Tutoring** – This will be conducted in-person and/or online. Discussion was held and more information will be gathered to gauge interest.
  - Motion to approve “in concept” after school tutoring was by Pam Albrecht.
  - Second: Mike Leary
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed

- **Approval of Assessment/Teacher and Support Part-Time Hours** – Contracts will be signed to help relieve workloads “as needed”.
  - Motion to approve conditionally “in concept” by Mike Leary
  - Second: Dave Isaacson
  - Roll Call vote:
  - Albrecht: aye
  - Leary: aye
  - Isaacson: aye
  - Motion passed

**Adjourn**

Motion to adjourn at 7:37 PM was made by Pam Albrecht.

Second: Dave Isaacson

- Roll Call vote:
- Albrecht: aye
- Leary: aye
- Isaacson: aye
- Motion passed

**Next Board Meeting:** December 15, 2021