



North Metro Flex Academy

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

December 15, 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 5:01PM with a quorum present.

- Board Members Present: Pam Albrecht, Mike Leary, Dave Isaacson, Ember Russell
- Board Members Absent: None
- Public Present: Debbie Kranz, Kelly Strasser, Jessaca Karg, Kyle Johnson, Liana Emery, Joe Palkowitsch, Chloe Hofstad, Nancy Erickson
- NEO Representative: Jean Neuman
- 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 – Nancy Erickson spoke on behalf of many teachers to say thank you to the Board for support during COVID and to request to start winter break early due to the added stress. Discussion about the logistics, possibly extending winter break instead of starting early. How would this impact students and families?

Motion to extend winter break through January 4, 2022, to strategically mitigate potential COVID outbreaks was made by Mike Leary.

Second: Dave Isaacson

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Palkowitsch: aye

Motion Passed

Motion to make January 3rd and 4th distance learning days for students and workdays for teachers was made by Mike Leary.

Second: Dave Isaacson

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Palkowitsch: aye

Motion Passed

Debbie Kranz thanked Ember Russell for her time service as a Board Member.

Finance

- Financial Report – Kyle Knudson presented the November 2021 finance report at the Finance Committee meeting prior to the Board meeting. There were no further questions and comments.

- Approve Revised Budget

Motion to revise the budget from 245 ADM to 210 ADM was made by Pam Albrecht.

Second: Mike Leary

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Motion Passed

- NMFA IRS Form 990 Review

Motion to accept the 2020 IRS Form 990 was made by Pam Albrecht:

Second: Mike Leary

Roll Call Vote

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Motion Passed

Consent Agenda

- Acceptance of November 2021 Finance Report
 - Roll Call Vote
 - Albrecht: aye
 - Leary: aye
 - Isaacson: aye
 - Russell: aye
- Acceptance of November 17, 2021, Board Minutes
- Acceptance of November 24, 2021, Special Board Minutes
- Acceptance of December 7, 2021, Special Board Minutes
Motion to accept the November 17 Board Minutes, and the November 24 and December 7 Special Board Minutes was made by Mike Leary.
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

Board Training Update – New Board member, Joe Palkowitsch, is getting familiar with Board documents.

NEO Points of Business - None

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

Board Calendar Items

- Set Annual Meeting date
- WBWF due to MDE
- Review Lottery and Admissions Policy
Everything is on target for completion.

Old Business

- Finalize Annual Meeting Logistics – Using weekly newsletter to promote parent involvement, send information home with students.

New Business

- Appointment of New Board Member – Joe Palkowitsch
Motion to approve Joe Palkowitsch as a new parent Board member was made by Mike Leary.
Second: Dave Isaacson
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Motion Passed

- Accept Staff Resignation – Chris Konieczka
 Motion to accept the resignation was made by Mike Leary.
 Second: Pam Albrecht
 Roll Call Vote
 Albrecht: aye
 Leary: aye
 Isaacson: aye
 Russell: aye
 Palkowitsch: aye
 Motion Passed
- Tech – Donation of Computer Switches
 Jesse Schonfeld found a community member that was interested in the surplus computer switches NMFA had.
 Motion to approve the donation of computer switches to a community member was made by Mike Leary.
 Second: Pam Albrecht
 Roll Call Vote:
 Albrecht: aye
 Leary: aye
 Isaacson: aye
 Russell: aye
 Palkowitsch: aye
 Motion Passed
- Mental Health Support Contract – Debbie is looking into someone to contract with to provide mental health support.
 Motion to approve Debbie Kranz and Dave Isaacson to look for someone to contract with for mental health support was made by Pam Albrecht.
 Second: Joe Palkowitsch
 Roll Call Vote:
 Albrecht: aye
 Leary: aye
 Isaacson: aye
 Russell: aye
 Palkowitsch: aye
 Motion Passed
- Proposal/Approval to Host Vaccine Clinic On-Site in Cooperation with Navigate – This was discussed, and more details will be known at the January 19th meeting.
 Motion to conditionally approve to host an on-site Vaccine Clinic in cooperation with Navigate on February 17, 2022, was made by Dave Isaacson.
 Second: Joe Palkowitsch
 Roll Call Vote:
 Albrecht: aye
 Leary: aye
 Isaacson: aye
 Russell: aye
 Palkowitsch: aye
 Motion Passed

- Marketing
Motion to have Joe Palkowitsch explore options to supplement marketing strategies and work with Debbie was made by Mike Leary.
Second: Pam Albrecht
Roll Call Vote:
Albrecht: aye
Leary: aye
Isaacson: aye
Russell: aye
Palkowitsch: aye
Motion Passed

Adjourn

Motion to adjourn at 7:24PM was made by Pam Albrecht.

Second: Joe Palkowitsch

Roll Call Vote:

Albrecht: aye

Leary: aye

Isaacson: aye

Russell: aye

Palkowitsch: aye

Motion Passed

Next Board Meeting: January 19, 2022