



North Metro Flex Academy

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

July 21, 2021
Board Meeting 5:00 PM

Agenda

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

- Board Members Present:
- Board Members Absent:
- Public Present:
- NEO Representative:
- Finance Representative:

Approval of the Agenda

Conflict of Interest Declaration

After reading the agenda, do any Board members have any real or perceived conflict of interest with any agenda item.

Public Comment

Finance

- Financial Report – Kyle Knudson
- Revise budget to add potential ECF revenue and create tech line
- Annual Designations
 - Designation of Depositories
 - Bank(s)
 - Investments
 - NONE
 - Other? (PayPal or Square for E-Processing)
 - ????

- Authorized Bank Signers
 - Board Chair
 - Treasurer
 - Director
- MDE Designations
 - Special Education Director
 - Title Rep and Identified Official with Authority (IOWA)
- Delegation of Authority to Make Electronic Funds Transfers
 - TAG and **MANAGER**
 - Electronic Funds Transfers can be made for:
 - Payment of employee payroll direct deposits
 - Payment of federal, state, retirement contributions and unemployment taxes (deductions and/or benefits)
 - Vendor payments (when appropriate)
 - Principal and Interest payments
 - Transfers between accounts
- Designation of Official Newspaper (optional)
 - This is where you could publish your budget or publish it on the website.
- Acceptance/Adoption of Retention Schedule as defined by the State of MN - <http://education.state.mn.us/MDE/SchSup/ComplAssist/QA/DueProcRight/055464>
- If not done in Dec/Jan:
 - Election of Officers
 - Chair/Co Chair
 - Vice Chair
 - Secretary
 - Treasurer
 - Board Meeting Schedule for upcoming year
 - Day of the Month
 - Start Time
 - Location
 - Committee Meeting Schedules as well

Consent Agenda

- Acceptance of June 2021 Finance Report
 - Roll Call Vote
 - Albrecht:
 - Leary:
 - Isaacson:
 - Russell:
- Acceptance of June 16, 2021 Special Board Minutes
- Acceptance of June 16, 2021 Board Minutes
- Acceptance of June 28, 2021 Special Board Minutes
- Acceptance of July 10, 2021 Retreat Minutes

Board Training Update

- Discussion of NEO training topics

NEO Points of Business

School Report

Progress Towards Charter Contract Goals

Board Calendar

Old Business

- Board Retreat Report
- Behavior Interventionist Position

New Business

- Marketing/Recruitment Proposal by Mark Robinson
- Marketing Contract
- Approve Cleaning Contract for School Year 2021-2022
- Approve Meal Prices
- Approval of ESL LIEP Plan
- Approve COVID-19 Testing Services Agreement
- Donations Recently Received
- Tech Update

Adjourn

Next Board Meeting: August 18, 2021