**Board of Directors Meeting**

**North Metro Flex Academy**



2350 Helen Street

North St. Paul, MN 55109

September 21, 2022

Board Meeting 4:00 PM

**Agenda**

***Our mission*** *is to prepare a diverse community of elementary and middle school students to be successful in high school and in their chosen vocation through a flexible, individualized learning experience that develops analytical, compassionate, disciplined and self-directed learners.*

**Call to Order and Roll Call**

The meeting was called to order at 5:01

* Board Members Present: Joe Palkowitsch, Kyle Johnson, Dave Isaacson, Mike Leary
* Board Members Absent: None
* Public Present: Debbie Kranz
* NEO Representative: Jean Neuman
* Finance Representative: None

**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?

**A motion to approve the agenda by Kyle Johnson**

Second: Dave Isaacson

Leary: aye

Isaacson: aye

Palkowitsch: aye

Johnson: aye

**Public Comment**

**Finance**

We have a delay in the financials report for this meeting because the company we worked with has changed names. This has caused some glitches due to the company change. Finances from September and October will be covered at the next board meeting.

**Consent Agenda**

* Acceptance of August Meeting Minutes
* Acceptance of August Emergency Meeting Minutes

**A motion to approve the Consent agenda by Mike Leary**

Second: Joe Palkowitsch

Leary: aye

Isaacson: aye

Palkowitsch: aye

Johnson: aye

**Board Training Update**

* Board Training Priorities based upon Appendix C from the Board Development Plan

-We held a retreat in July. At the end of the month, we need to upload the board training development plan to Epicenter. In the plan, we have a commitment to complete the charter school board training modules.

-The Board will adjust the board training and development plan by inputting the video module training NEO’s Charter Board Training website. Uploading of training certificates will be put into our School Board Google Drive. Joe Palkowitsch will create a Google Sheet showing who has completed which training modules and when they completed it.

-In November, there is an opportunity for staff members to attend an in-person training offered NEO

**Policy Committee Update**

* [**https://docs.google.com/document/d/1DQgh3ltQ9Ty3YD85Vd-8g2oEQAQArpV30tKZ8vO4AhQ/edit**](https://docs.google.com/document/d/1DQgh3ltQ9Ty3YD85Vd-8g2oEQAQArpV30tKZ8vO4AhQ/edit)
* Approve revised Nepotism, Harassment, and Student Discipline Policies

-The major change included a change to the harassment policy which was revised to include online harassment. This will be approved at the October 19th Board Meeting

**-**MDE requires a statement of assurance to be uploaded to our website, this includes: religious and sectarian, data practices, religious accommodations and activities, dress code, (5 policies we need to look at; during the 1st and 2nd week of the month)

**NEO Points of Business**

* Confirmation of compliance and completeness of NEO requirements (Wendy email)

-At the leadership meeting, we will discuss a learning walk from NEO (likely in February).

-A formal annual visit will be scheduled for our school sometime in the future.

-**Review of performance framework**: this was revised recently and Principal Kranz has provided an update in the school principal report that details where we stand on certain performance framework standards.

-Mike reviewed the school contact info database and updated it; it is now up to date and accurate for phone numbers, contact information, and term start dates.

-NEO will observe at least two board meetings throughout the year.

**School Principal Report**

-Put performance framework link as a standing agenda onto future agenda items

**Board Calendar Items**

**Old Business**

* Online Payment System

-It appears that the system is working as some parents have used it to pay for “Wolf Pack”. Currently, we don’t have many parents using the lunch payment system because of the amount of students who have reduced and free lunch.

* Google Ads

-The Google ads were temporarily shut down a couple of weeks ago. Apparently, Google uses Italy as a host for our server, and our provider GoDaddy believed this to be fraudulent and likely a scam causing the shut down.

-This system has been fixed thanks to Jesse and Joe and since it has been back up, we have received two new students for enrollment.

* Audit Report

-There were no findings and (Abdo will provide a presentation on the report in the October)

**New Business**

* Fundraising Proposal Suggestions

-A survey will be sent out to parents about what fundraising options they would be interested in.

-Debbie Kranz and Kyle will provide updates on the survey results at the October meeting.

* Endorsement of agreement to convert TAG contract to their converted company "EdFinMn"

-TAG has been dissolved and the former employees have reorganized under a new company known as EDFinMN. They will provide the same services that TAG has provided for our school in the past

**A motion was made by Dave Isaacson to update the contract to include the new name EDFinMN but with the same resources we’ve been using under TAG.**

Seconded: Joe Palkowitsch

Leary: aye

Isaacson: aye

Palkowitsch: aye

Johnson: aye

**Adjourn**

**A motion to adjourn at 5:39 pm was made by Dave Isaacson.**

Seconded: Joe

Leary: aye

Isaacson: aye

Palkowitsch: aye

Johnson: aye

**Next Board Meeting: October 19th, 2022**