**Board of Directors Meeting**

**North Metro Flex Academy**

2350 Helen Street

North St. Paul, MN 55109

January 18th, 2023

Board Meeting 4:00 PM



**Minutes**

***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 4:05pm

* Board Members Present: Kyle Johnson, Joe Palkowitsch, Dave Isaacson, Mike Leary
* Board Members Absent:
* Public Present: Debbie Kranz, Tu Nguyen, Heather Chouravong
* NEO Representative:
* Finance Representative:

**Approval of the Agenda**

**A motion to approve the agenda was made by Dave Isaacson.**

**Second: Mike Leary**

Johnson: Aye

Leary: Aye

Isaacson: Aye

Palkowitsch: 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?

Johnson: no

Leary: no

Isaacson: no

Palkowitsch: no

**Public Comment**

* Tu Nguyen commented on how much hard work that the school, staff, parents and others do to make North Metro Flex Academy a great place. NEO will discuss with Debbie and others about potentially expanding our school to include Pre-K.

**Finance**

**Consent Agenda**

* Acceptance of December 14th, 2022 Board Meeting Minutes
* Acceptance of January 2023 Finance Report

**A motion was made to accept the consent agenda by Mike Leary.**

**Second: Kyle Johnson**

Johnson: Aye

Leary: Aye

Isaacson: Aye

Palkowitsch: Aye

**Board Training Update**

* Board Training Priorities based upon Appendix C from the Board Development Plan
* <https://docs.google.com/spreadsheets/d/1CgTmoclYeeb5M0WeuK1bNXhfwntoJ8M8QaAH8Xo5Npg/edit?usp=share_link>

**Policy Committee Update**

* [**https://docs.google.com/document/d/1DQgh3ltQ9Ty3YD85Vd-8g2oEQAQArpV30tKZ8vO4AhQ/edit**](https://docs.google.com/document/d/1DQgh3ltQ9Ty3YD85Vd-8g2oEQAQArpV30tKZ8vO4AhQ/edit)
* Approve Equal Opportunity Policy, Student Discipline Policy, Criminal Background Check Policy, Conflict of Interest -Board of Directors Policy, Family and Medical Leave Act Policy.
* The policy committee will examine more policies for revision prior to the February meeting. Kyle and Dave will share the percentage of total overall policies that have been revised.

**NEO Points of Business**

**School Principal Report**

* Debbie highlighted how the school worked hard on the World’s Best Workforce documents, and is now very familiar with the document.
* The Winter Concert was held last Friday where several parents attended and the event was a success. At this event, every student received a certificate that highlighted how special that child was at something. The event was captured on video and is being edited for families.
* NEO will be doing their learning walk next Thursday (January 26th). Tu and Wendy will be on site for the next few hours to talk with Debbie and other staff.
* RCE will continue to help with our school. However, Barb Marchetti will be moving on to a new opportunity and Jule Novak will be our next RCE advocate.
* NWEA testing is being conducted this month in math and reading. Results have been coming and teachers have been celebrating successes with the testing scores.
* Next week, Principal Kranz and Dave Isaacson will meet with special education teachers and provide feedback and offer support for them. Check-ins will be done on a more regular basis.
* Debbie highlighted how teachers will be sending out weekly newsletters to families to highlight what is happening in the classroom.
* Destination Imagination teams are going to do competitions in March. There are seven teams.
* Tutoring and Clubs have started. Clubs are held on Monday and tutoring is held on Thursday.

[**Performance Framework**](https://docs.google.com/spreadsheets/d/1Aal7L2i488mLnVEW9wq7EcdLTRpjPFh3Uh7_WKW7rgA/edit#gid=2110722138)

**Board Calendar Items**

* Annual Meeting -January 18th, 2023
* Approval of school calendar – dependent upon District 622 (add to old business)
* Budget revisions made if needed
* Insurance Negotiations should start

**Old Business**

* **Fundraising initiative update**
* Drooling Moose Chocolate is being sold by students and Butter Braids were sold prior to Christmas.
* **Marketing Initiative**
* Car magnets are being printed as part of this initiative. Chelsea Smieja, Jessaca Karg, and Principal Kranz have come up with pamphlets to be given out to day care centers.
* Social media has been discussed as ways to increase enrollment. The admin team wants to expand our social media presence highlighting accomplishments in this classroom and at our school
* **Continued discussion of marketing funds increase**
* We will still need to increase our budget for Google ads. Google ads are used to increase enrollment. Currently, Google ads are cut in half with our current budget.

**New Business**

* **Approve School Board 2023–2024 Calendar**
* This will be tabled until the February board meeting.
* **PTO/Leave Discussion**
* This will be tabled until the February board meeting. Kyle and Dave will examine the policy in more detail and will update the board on it.

**Adjourn**

**A motion was made to end the meeting at 5:00pm by Mike Leary.**

**Second: Dave Isaacson**

Johnson: Aye

Leary: Aye

Isaacson: Aye

Palkowitsch: Aye

**Motion passed.**

**Next Board Meeting: February 15th, 2023**