

**Board of Directors Meeting  
North Metro Flex Academy**

2350 Helen Street  
North St. Paul, MN 55109

August 23rd, 2023  
Board Meeting 4:00 PM Minutes



# North Metro Flex Academy

## 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 4:03.

- Board Members Present: Dave Isaacson, Kyle Johnson, Mike Leary, Joe Palkowitsch
- Board Members Absent:
- Public Present: Debbie Kranz, Christine Mihajlov
- NEO Representative:
- Finance Representative:

### **Approval of the Agenda**

**A motion to approve the agenda was made by Joe Palkowitsch.**

**Second: Dave Isaacson**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: 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

- Christine, who is presently employed at Target, has been identified as a prospective board member. She recently had a meeting with Principal Kranz, during which she was presented with several potential opportunities, ranging from volunteering roles to the possibility of joining the board. She attended the board meeting and observed the procedures and discussions of the school board.

## Finance

- The school continues to be concerned about the Average Daily Membership (ADM) numbers. There are also concerns regarding the 'Transportation' budgetary item and the percentage of the general fund balance as indicated in the July financial report. It's imperative that we revise the budget by the end of October. Dave provided insights based on the Three-Year Budget Projection for the upcoming years. Given our budget was formulated on 240 ADMS, adjustments will be essential next month.

## Consent Agenda

- Acceptance of July 2023 Board Meeting Minutes
- Acceptance of July 2023 Finance Report

**A motion to approve the Consent Agenda was made by Kyle Johnson.  
Second: Joe Palkowitsch**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed.**

## 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](https://docs.google.com/spreadsheets/d/1CgTmoclYeeb5M0WeuK1bNXhfwntoJ8M8QaAH8Xo5Npg/edit?usp=share_link)
- NEO Module Training Update
- New applicable Legislation update

## Policy Committee Update

- <https://docs.google.com/document/d/1DQgh3ltQ9Ty3YD85Vd-8g2oEQAQArpV30tKZ8vO4AhQ/edit>
- Education Reimbursement Policy Update
- ❖ We will table this issue until September. Mike suggested getting paperwork ready for this policy and proposal. Mike the board chair will talk with Wendy about the legality regarding this issue.
- [New Laws for 2023](#)
- Timeline for policies to update

## **NEO Points of Business**

### **School Principal Report**

- MACS Update

### **Performance Framework**

#### **Board Calendar Items**

- Approve any new contracts

**A motion was made by Mike Leary to approve four new contracts under the delegation and authority of Principal Kranz.**

**Second: Dave Isaacson**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed.**

#### **Old Business**

- Mission and Vision Discussion
  - ❖ It was discussed that we should ask for staff input and potentially even parent input to determine what our mission and vision is.

#### **New Business**

- Safe Return to In-Person Learning plan
  - ❖ We need to update the Safe Return to In-Person Learning plan every six months. We need to provide in writing. Debbie suggested that we separate sick days vs PTO.

#### **Adjourn**

**A motion was made by Mike Leary to adjourn the meeting at 5:22**

**Second: Joe Palkowitsch**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed.**

**Next Board Meeting: September 20th, 2023**