**Board of Directors Board Meeting**

**North Metro Flex Academy**

2350 Helen Street

North St. Paul, MN 55109

November 15th, 2023

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 4:01pm

* Board Members Present: Kyle Johnson, Joe Palkowitsch, Dave Isaacson, Mike Leary
* Board Members Absent:
* Public Present:
* Ex-Officio: Debbie Kranz
* NEO Representative: Diane Restorf
* Finance Representative:

**Approval of the Agenda**

A motion to approve the agenda was made by Kyle Johnson.

**Second: Palkowitsch**

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

Isaacson: no

Palkowitsch: no

Leary: no

**Public Comment**

**Finance**

* Dave Isaacson provided an update on our current financial situation. Our finance person shared to the Finance Committee that our money situation is looking good, better than it was back in September. We're still going to keep an eye on our spending and cash though. We bought a lot in September and October, so we've had to slow down on spending since then. From now on, we'll only be buying things that are really necessary for keeping things running.

**Consent Agenda**

* Acceptance of October 25th Board Meeting Minutes
* Acceptance of October Finance Report

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

**Second: Kyle Johnson**

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>
* NEO Module Training Update
* [New Laws for 2023](https://mncharterschools.org/media/articles-detail.php?ID=9869)
* Review of “Negotiating A Building Lease” and “Close a Meeting” training modules

**Policy Committee Update**

* [Timeline for policies to update](https://docs.google.com/document/d/1QBV_gPwDq-De7rN1ru-mt1nWSau1M6cLtCWxVHe8f0I/edit?usp=sharing)
* Approve any updated policies

**A motion was made to approve the new 4.1.5 Bereavement policy by Dave Isaacson.**

**Second: Joe Palkowitsch**

Johnson: Aye

Isaacson:Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed**

**NEO Points of Business**

* Diane reported that four new representatives have joined the NEO team. Additionally, she noted that Ron from NEO is available to review building lease agreements if necessary."

**School Principal Report**

* MACS Update
* We have been notified of our successful application for the Comprehensive Literacy State Development Supplemental Grant. Debbie informed us that this grant will specifically fund LETRS training for middle school, aligning with the science of reading. Additionally, our application for the Disney Musical In The Schools Grant has been accepted. This program will provide us with two directors for post-school sessions on Tuesdays, and we have three staff members ready to participate. The grant covers the rights to the musical and the coaching services at no cost, which Debbie views as an excellent opportunity for our students.
* Furthermore, we are currently conducting a fundraiser. We are also in the process of applying for the Grow Your Own Program grant and another grant focused on mentoring. The BARR grant has been approved, and Debbie has been actively engaging with the program coach. In December, trainers will be sent to us for a one-and-a-half-day session.

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

**Board Calendar Items**

* Begin planning of World’s Best Workforce
* Preliminary discussion of Annual Meeting
* NEO Epicenter Requirements - Due November 15th

**Old Business**

* Mission and Vision Discussion
* We will do a survey to get parent feedback that should be presented to parents at Turkey Bingo Night.

**New Business**

* Kraus-Anderson Insurance Proposal
* The board decided to absorb the increased cost of insurance as a measure to benefit the employees at North Metro Flex Academy.

**A motion was made by Mike Leary for the school to cover the 4.3% increase in the 2023-2024.insurance proposal.**

**Second: Joe Palkowitsch**

Johnson: Abstain

Isaacson:Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed**

* New Sublease Discussion
* The Minnesota Institute for Talented Youth is proposing a two-day per week program, targeting either middle or elementary school students. This program, scheduled during regular school hours, would not necessitate additional staffing from our side. Running from 9 AM to 4 PM with an extended day option, the institute will provide all necessary supplies and staff. They require the use of 8-10 classrooms.
* This collaboration offers mutual benefits for both our institution and the Minnesota Institute for Talented Youth. Our students would have the opportunity to participate, and the program may attract students from other schools. For implementation, there are two proposed sessions: the first for middle school students from June 17th to 28th, and three possible weeks in July for elementary students.

**A motion was made to accept this proposal under the caveat that they coordinate with Principal Kranz on specific details.**

**Second: Joe Palkowitsch**

Johnson: Aye

Isaacson:Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed.**

**Adjourn**

**A motion was made to adjourn the meeting at 5:26pm by Kyle Johnson**

**Second: Dave Isaacson**

Johnson: Aye

Isaacson:Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed.**

**Next Board Meeting: December 13th, 2023**