**Board of Directors Board Meeting**

**North Metro Flex Academy**

2350 Helen Street

North St. Paul, MN 55109

April 17th, 2024

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 4:01.

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

**Approval of the Agenda**

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

**Second: Joe Palkowitsch**

Johnson: aye

Isaacson: aye

Palkowitsch: aye

Leary: aye

**Agenda approved.**

**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**

* The balance sheet remains robust. Our investment of $250,000 in a CDAR appears to have reduced the General Fund, though this is not actually the case. We anticipate receiving an update on our return on investment from CDAR next month.
* Currently, we have only one outstanding ACCEL loan, following our severance from the previous management company.
* Our fiscal position is strong. However, there were minor overages in two categories: General Supplies, which were nearly depleted by January, and Materials.
* The finance meeting focused on renegotiating our lease agreement and the possibility of not remitting real estate taxes to our landlord for the next two years.
* The budget for the upcoming year, which requires approval in July, will be lean as we aim to minimize expenditures.

**Consent Agenda**

* Acceptance of March Board Meeting Minutes
* Acceptance of March Finance Report

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

**Second: Dave Isaacson**

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 202](https://mncharterschools.org/media/articles-detail.php?ID=9869)4

**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

**NEO Points of Business**

**School Principal Report**

* MACS Update
* Principal Kranz presented highlights from her report, emphasizing her comprehensive attendance action plan.
* She noted that our social worker is making care calls to families facing attendance challenges.
* Currently, teachers are engaging in peer observations within their grade levels.
* Additionally, Principal Kranz plans to continue her discussions with students about their well-being.
* Dave is actively engaging with the student council to better understand student needs.
* Our primary goal is to enhance the academic scores within our performance framework.
* On Friday, April 19th, our elementary school teachers will visit another school to observe different curriculums, with a specific focus on implementing the science of reading at our school. The Minnesota Department of Education has faced challenges in assisting schools with curriculum selection.
* Progress monitoring in reading and math will continue through the end of the year. Chelsea performed excellently in ensuring our compliance during NEO's site visit on Thursday, April 11th, 2024.
* We have enrolled 17 new students for the upcoming year.
* Principal Kranz’s son is continuing his engagement with our marketing efforts through video production.
* Videographers from Hill-Murray visited to showcase their students assisting ours with classwork and other needs.
* We are currently prioritizing enrollment efforts for kindergarten and first-grade students.

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

* Performance Framework Action Plan

**Board Calendar Items**

* Fall-Winter assessment data
* Kraus-Anderson Proposal
* Debbie presented the Kraus-Anderson proposal that costs approximately $1,000 per month and offers enhanced HR support, believing it will strengthen our school. She acknowledges the need for financial prudence and understands that this expenditure will impact our budget. The proposal encompasses safety training and addresses potential staffing issues, providing a cost-effective solution for additional HR support. While we aim to maintain frugality, we agreed to revisit this proposal at a later date. The possibility of implementing this proposal for the upcoming 2024-2025 school year was discussed.

**Old Business**

* Tech Contract Signing
* Mission and Vision/ Rebranding Committee
* Joe made a link on our website where parents can look at our potential rebranding names. He did some research on potential names for our school’s rebranding names.

**New Business**

* Voting on extension of Lease Agreement
* Preliminary discussions have taken place with Gary and Laura regarding our contract. We are required to notify them of our intentions before June 30th. A formal vote by the board will be necessary to proceed.

**A motion was made by Mike Leary to begin negotiations on extending the current building lease.**

**Second: Joe Palkowitsch**

Johnson: aye

Isaacson: aye

Palkowitsch: aye

Leary: aye

**Motion passed.**

**Adjourn**

**A motion was made to adjourn the meeting at 5:17pm**

**Next Board Meeting: May 15th, 2024**