**Board of Directors Board Meeting**

**North Metro Flex Academy**

2350 Helen Street

North St. Paul, MN 55109

June 20th, 2024

Board Meeting 2:00 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 2:05pm.

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

**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?

Johnson: no

Palkowitsh: no

Issacson: no

Smith: no

Leary: no

**Public Comment**

**Finance**

* Our general fund balance experienced a slight decrease and is now close to 13%. There are several areas we can examine. Next year’s budget will be stringent, and we will only be spending on essential items. Fortunately, our enrollment projections are positive, which will provide some financial relief. Additionally, the audit is scheduled for July.

**Consent Agenda**

* Acceptance of May Board Meeting Minutes
* Acceptance of May Special Board Meeting Minutes
* Acceptance of May Finance Report

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

**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 202](https://mncharterschools.org/media/articles-detail.php?ID=9869)4
* Annual Board Retreat: July 20th, 10:00am

**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
* Procurement Policy will be updated by August

**NEO Points of Business**

**School Principal Report**

* MACS Update
* We have ordered a curriculum aligned with the Read Act and science standards. The new curriculum includes YouFly for foundational reading (K-2) and an additional program for grades 3-8. Additionally, we have adopted the Fish Tank curriculum (K-8) to build knowledge, accommodating students who speak other languages.
* The literacy plan has been submitted.
* The Title 1 Grant will be completed by tomorrow (June 21st).
* Debbie Kranz is working on improving HR, and we are considering partnering with Kraus-Anderson.
* An updated framework proposal has been sent to the authorizer. The board chair will attempt to communicate with the authorizer to expedite approval of the document.
* There will be two days of BARR training in August, along with curriculum training and professional development (PD) for teachers to earn CEUs.
* We are current with our required documentation for the state, as requested by NEO.
* Report cards have been sent out, and SPED and ELL teachers have completed progress reports.
* Extended School Year (ESY) is currently in progress.
* We need to explore more scholarships and grants for playground equipment.
* Chelsea will be on maternity leave in November.
* We aim to increase enrollment in 1st and 5th grades for the next school year.
* The school will continue to maintain its social media presence.

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

* Performance Framework Action Plan

**Board Calendar Items**

* Board Election Results
* Annual Board Retreat

**Old Business**

**New Business**

* Approval of new board member: Barbara Smith

**A motion was made to approve Barbara Smith to the NMFA School Board by Joe Palkowitsch.**

**Second: Kyle Johnson**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

**Motion passed.**

* Approve Timekeeper Plus Contract
* Implementing Timekeeper will help streamline our payroll system.

**A motion was made to approve the Timekeeper Plus Contract by Kyle Johnson.**

**Second: Joe Palkowitsch**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

* Approve CKC contract for 2024-2025 School Year

**A motion was made to approve the CKC Contract by Dave Isaacson**

**Second: Barb Smith**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

* Approval of change to calendar
* This change will expedite the formation of intervention groups. We plan to conduct "Ready, Set, Go" conferences for grades K-5. Middle School will likely have a back-to-school night.

A motion was made by Joe Palkowitsch to approve the change to the calendar.

**Second: Barb Smith**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

**A proposal was made to close the meeting for discussion at 4:01 to discuss Principal Kranz’s evaluation by Joe Palkowitsch.**

**Second: Isaacson**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

**A motion was made to open the meeting at 4:15pm**

* NMFA OT Contract
* We are renewing our contracts with the same vendor for Speech and Occupational Therapy services, specifically with Paula Metling and Rowan Weiss.

**A motion was made to approve the OT contract by Kyle Johnson.**

**Second: Barbara Smith**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

**A motion was made to approve the Psychology vendor contract by Dave Isaacson.**

**Second: Barbara Smith**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

**Adjourn**

**A motion was made to adjourn the meeting at 4:30pm by Barbara Smith.**

**Second: Kyle Johnson**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

**Next Board Meeting: July 17th, 2024**