**Board of Directors Board Meeting**

**North Metro Flex Academy**

2350 Helen Street

North St. Paul, MN 55109

July 17th, 2024

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 4:01

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

Smith: 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: Nay

Isaacson: Nay

Palkowitsch: Nay

Leary: Nay

Smith: Nay

**Motion passed.**

**Public Comment**

**Finance**

**Consent Agenda**

* Acceptance of June Board Meeting Minutes
* Acceptance of June Finance Report (Report will be sent at end of the week and will be shared

**A motion was made to accept the consent agenda by Kyle Johnson.**

**Second: Joe Palkowitsch**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: 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, 9:00am

**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

**NEO Points of Business**

**School Principal Report**

* MACS Update
* Enrollment is currently proceeding smoothly, with a quiet period at hand. The curriculum materials have been ordered, and Dave and others are actively preparing the building. Kristen Holsten is organizing LETRS training in alignment with the Read Act, ensuring that professional development is ready to launch.
* Fish Tank (K-8) and YouFly are being utilized for foundational skills development, specifically targeting grades K-5. Currently, 95% of the group is focused on foundational skills, as they are performing below grade level. We have been actively communicating with our new tech vendor to ensure that FastBridge testing can be implemented promptly at the beginning of the school year.
* A summary of individual reviews regarding the progress of K-5 students in FastBridge will be presented at the September meeting. We are also fully compliant with all requirements related to the Read Act literacy plan.
* Regarding staffing, we are experiencing some transitional challenges. Our ELL teacher has resigned, but a new candidate has been offered the position. Additionally, job postings are active on EDpost to address other staffing needs.

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

* Performance Framework Action Plan

**Board Calendar Items**

**Old Business**

* Approval of donations and review of policy

**A motion was made to approve donations for the school year 2023-2024 by Kyle Johnson.**

**Second: Barbara Smith**

Johnson: Aye

Isaacson: Aye

Palkowitsch: Aye

Leary: Aye

Smith: Aye

**Motion passed.**

* Enrollment- Finalizing waitlists
* If feasible, the 3rd grade class will likely be split, while the 6th grade will be placed on a waitlist.
* Band and Violin discussion
* We need to reach out to Genie to gain a clearer understanding of her interest. Additionally, it's essential to include a line item in the budget for both the band and violin programs. However, it's unclear whether we should establish a single fee for the costs associated with these programs or how we should proceed with this aspect. Further clarification is needed.
* School Re-Branding Committee Plan

**New Business**

* Finalize Board Development Plan
* Grants Obtaining Plan for new school year
* Mike Leary proposed the following questions: Is there more formal support available to assist with grant writing? Additionally, are there strategies in place for identifying grants that could benefit our school?
* Debbie will be reaching out to Hill Murray to inquire about potential grant writers.
* Transition plan for technology contractors
* Travis and Darren from Designsforlearning met with Debbie and Dave and have been collaborating with our previous vendor to facilitate a smooth transition. All necessary preparations have been completed, and everything is progressing well.
* Facebook and Google Ads
* Facebook and Google Ads will be running over the summer to encourage enrollment at the school.

**Adjourn**

**Next Board Meeting: August 14th, 2024**