**Board of Directors Board Meeting**

**North Metro Flex Academy**

2350 Helen Street

North St. Paul, MN 55109

October 23rd, 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 4:00pm

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

**Approval of the Agenda**

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

**Second: Johnson**

Isaacson: aye

Leary: aye

Johnson:aye

Palkowitsch :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?

Isaacson: nay

Leary: nay

Johnson:nay

Palkowitsch :nay

Smith: nay

**Public Comment**

**Finance**

* The budget reduction process was discussed, aiming to minimize disruptions. A $125,000 reduction target was set at the last meeting in September, and we explored adjustments to both general education and special education funding. The October projections were significantly worse than those presented in the September meeting. Our Average Daily Membership (ADM) dropped to approximately 188, which is below the 200 or so originally projected for the budget. According to Dave, an additional $80,000-$100,000 will be required to reach our general fund balance goal of 20% by the end of the next fiscal year. A Special Board Meeting is scheduled for Tuesday at 4:00 PM to further review the financial outlook.

**Consent Agenda**

* Acceptance of September Financial Report
* Acceptance of September Meeting Minutes
* Barb requested that the minutes be changed to reflect the changes we discussed with the new student phone policy.

**A motion was made to approve the consent agenda by Mike Leary.**

**Second: Joe Palkowitsch**

Isaacson: aye

Leary: aye

Johnson:aye

Palkowitsch :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
* Review of modules

**Policy Committee Update**

* [Timeline for policies to update](https://docs.google.com/document/d/1QBV_gPwDq-De7rN1ru-mt1nWSau1M6cLtCWxVHe8f0I/edit?usp=sharing)
* Approve newly revised policies
* Policy 4.2.1 – Public and Private Personnel Data – Revised 10.3.24
* Policy 4.3.1 – Employee Benefits – Adopted 10.3.24
* Policy 4.3.2 – Salary and Wage Compensation System – Adopted 10.3.24
* We are in need of a student journalism policy for our school, in alignment with MN Statute 121A.0 , which addresses student expression. MACS will be providing a template to assist schools in developing this policy.

**A motion was made to approve the revised a by Mike Leary.**

**Second: Barbara Smith**

Isaacson: aye

Leary: aye

Johnson:aye

Palkowitsch :aye

Smith: aye

**Motion passed**

**NEO Points of Business**

**School Principal Report**

* MACS Update

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

* Performance Framework Action Plan
* Debbie and several staff members will meet with Wendy from NEO to discuss the Performance Framework changes that we are advocating for.

**Board Calendar Items**

**Old Business**

* Scholarship and Grant Discussion
* Barb presented a grant for the Noteworthy Instruction Program which would give us funds for a music program. Mike presented some options for grant opportunities through “Grant Watch”. More will be discussed as grants will be a standing agenda for future board meetings.

**New Business**

* Premier Bank Proposal
* Terry Furlong, now with Premier Bank, has expressed interest in visiting our school to present a proposal regarding our banking options. An email has been sent out about the potential transition. Debbie believes that Premier Bank could become a valuable partner in fostering greater community engagement, with the possibility of receiving donations from the bank. Dave suggested that Kyle be informed about this potential change. We should consider how much of a logistical burden this transition might entail and determine the best timing for implementation. A board presentation could be scheduled within the next few months.
* Kraus Anderson renewal information

**A motion was made by Joe Palkowitsch to approve Option B of the presented insurance plan– where the school and staff share the increase by 70%.**

**Second: Barbara Smith**

Isaacson: aye

Leary: aye

Johnson:aye

Palkowitsch :aye

Smith: aye

**Motion passed**

* Contract Approval
* A special education professional is needed to consult and help a student with an IEP who has physical disabilities. It would be 1-20 hours for the whole year.

**A motion was made to approve the contract by Mike Leary.**

**Second: Barbara Smith**

Isaacson: aye

Leary: aye

Johnson:aye

Palkowitsch :aye

Smith: aye

**Motion passed**

* Band/Orchestra Request from Parent
* Unfortunately, we are unable to accommodate this request due to current policy. However, Encore Ensemble may have donated instruments available. We will also explore additional grants to assist in covering the cost of some instruments.

**Adjourn**

The meeting was adjourned at 6:25

**Next Board Meeting: November 20th, 2024**