

**Board of Directors Meeting
North Metro Flex Academy**

2350 Helen Street
North St. Paul, MN 55109
May 13th , 2026
Board Meeting 4:00 pm



North Metro Flex Academy

Agenda

Our Mission

We are a high-performing and innovative close-knit school that produces students capable of exemplary levels of critical thinking and achievement. In our school, we use exceptional curriculum, tools, and teaching to maximize student success in life.

Our Vision

We prepare a diverse community of elementary and middle school students to be successful in high school, post-secondary and in their chosen vocation through a flexible learning experience that develops analytical, compassionate, disciplined and self-directed learners

Call to Order and Roll Call

The meeting was called to order at

- Board Members: Kyle Johnson, Mike Leary, Barb Smith, Joe Palkowitsch, Dave Isaacson
- Board Members Absent:
- Ex-Officio: Debbie Kranz
- Public Present: NEO Representative:
- Finance Representative: Kyle Knudson (virtual)

Approval of the Agenda

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

Second: Johnson

Johnson: aye

Leary: aye

Smith: aye

Palkowitsch: aye

Isaacson: 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

Smith: nay

Leary: nay

Palkowitsch: nay

Isaacson: nay

Public Comment

Finance

The Finance Committee reviewed revisions to the expense budget resulting from changes to compensatory revenue. A number of reductions were made across the budget, while general education salaries and instructional materials were not reduced. Approximately \$15,000 was cut from instructional supplies as part of a broader effort to make targeted reductions. The revised budget projects a deficit of approximately \$2,804, compared to a previously projected deficit of more than \$200,000, while maintaining a projected year-end fund balance of 15%.

Kyle K. explained that the budget is based on an enrollment projection of 170 ADMs. He noted that the closure of a nearby charter school could positively impact enrollment. He also reported that changes to the state's compensatory revenue formula resulted in a loss of approximately \$235,000 in revenue. The budget assumes a worst-case scenario regarding potential legislative action to address compensatory funding. Kyle noted that the Board could wait until the legislative session concludes in June to gain a clearer understanding of future compensatory revenue.

Mike asked whether the budget could be based on 171 ADMs instead of 170.

- Approval of 26-27 School Budget

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

Second: Barb Smith

Johnson: aye

Leary: aye

Smith: aye

Palkowitsch: aye

Isaacson: aye

Motion passed.

- School Finance Consulting Services

The matter was tabled until June pending additional follow-up and information gathering. The Board and Principal Kranz will review references and contact other schools that utilize the financial consulting service to better evaluate its effectiveness and suitability before making a decision.

Consent Agenda

- April Finance Report
- April Meeting Minutes
- April Emergency Meeting Minutes

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

Second: Barb Smith

Johnson: aye

Leary: aye

Smith: aye

Palkowitsch: aye

Isaacson: aye

Motion passed.

Board Training Update

- Board Training Priorities based upon Appendix C from the Board Development Plan
- [Board Training](#)
- NEO Module Training Update

- [New Laws for 2025](#)
- Review of modules

Policy Committee Update

- [Timeline for policies to update](#)
- Approve revised policies:
- **Policy 8.8 – Distribution of Noncurricular Materials by Employees and Students**
(Adopted 8.17.16)
- **Policy 4.7.1 – Maltreatment of Minors Mandatory Reporting** (Adopted 6.15.16)

A motion was made to approve both policies listed above by Barb Smith.

Second: Barb Smith

Johnson: aye

Leary: aye

Smith: aye

Palkowitsch: aye

Isaacson: aye

Motion passed.

- The Policy Committee will Review Board Election policy to make sure elections are posted on the website.

Executive/Personnel Committee Update

- A draft of the Principal Evaluation was presented for review by the Committee. A committee meeting will be held prior to June, scheduled for Tuesday, May 26, at 2:30 p.m., to further discuss the evaluation.
- The Board scheduled its Annual Board Retreat for July 18 at 10:00 a.m.

NEO Points of Business

- Review Web site Checklist for completeness [North Metro Flex Website Checklist - Google Sheets](#)

School Principal Report

- MACS Update

Performance Framework

- ❖ Performance Framework Action Plan

Board Calendar Items

- Approve any vendor contracts
- Board Member Elections

Old Business

- Cleaning Vendor Discussion

A motion was made to approve the Vanguard cleaning contract totaling \$ 19928 by Kyle Johnson.

Second: Joe Palkowitsch

Johnson: aye

Leary: aye

Smith: aye

Palkowitsch: aye

Isaacson: aye

Motion passed.

New Business

- Occupational Therapist Contract
- We will approve the contract but likely look at seeing if she will be on site for 3 days a week.

A motion was made by Kyle Johnson to approve a contract with a social worker who will be on site for UP to 4 days per week.

Second: Barb Smith

Johnson: aye

Leary: aye

Smith: aye

Palkowitsch: aye

Isaacson: aye

Motion passed.

Adjourn

Next Board Meeting: June 17th , 2026