

Minutes

Northeast College Prep

Board Meeting

Tuesday Dec 17, 2013 @ 7:00 PM at Charter School Partners Office

Board Members Present

E. Goff, K. Colon-Holmers, M. Storbakken, R. Muhtadie

Board Members Absent

C. Carter

Guests Present

C. Phillips, E. Sass, M. Brown

I. Opening Items

Call the Meeting to Order

E. Goff called a meeting of the board of trustees of Northeast College Prep to order on Tuesday Dec 17, 2013 @ 7:08 PM at Charter School Partners Office.

Approval of Agenda

Add Personnel Recommendation to Other Business by Carl.

Approve Minutes

R. Muhtadie made a motion to approve minutes from the Board Meeting on 10-15-13.

K. Colon-Holmers seconded the motion.

The board **VOTED** to approve the motion.

II. General Updates

Community Outreach, Website, Training, Parent recruitment to Board, Federal Grant

District #4219 given to Northeast College Prep by the State of Minnesota. Shared marketing materials for the school. Expect to hear back about the Federal Grant mid January with a possible start date of mid February 2nd. Community events scheduled for January.

Facility Updates

Discussion of the 2 sites currently being considered.

III. Finance

Financial Report

M. Storbakken made a motion to accept the December 5th Financial Report.

K. Colon-Holmers seconded the motion.

The board **VOTED** to approve the motion.

Approval of Finance Policies

M. Storbakken made a motion to Approve Policy 214 Out of State Travel by School Board Members, 412 Employee Reimbursement, 701 Establish and Adoption of School Budget and Expenditure Authority with the following changes made to Policy 701 Section 2, Part E to add in accordance with MN Statute 123B.10.

R. Muhtadie seconded the motion.
The board **VOTED** to approve the motion.

IV. Governance

Board Essential Agreements, member job descriptions, board goal setting

Changes to Board Essential Agreements and Individual Trustee Performance to be made by Emily Goff and presented at the January meeting. Establish board goals for the next 6 month after the January 11th board training.

V. Other Business

Facilities Task Force

M. Storbakken made a motion to approve a temporary facilities task force to assist the Director in facilities planning negotiations through the finalization of a building lease for the 2014-2015 school year.
E. Goff seconded the motion.
The board **VOTED** to approve the motion.

Enrollment Dates

M. Storbakken made a motion to Set the enrollment dates for the 2014-2015 school year as January 1, 2014-February 28, 2014.
K. Colon-Holmers seconded the motion.
The board **VOTED** to approve the motion.

Personnel Recommendations

E. Goff made a motion to Approve Alisha Volante as the Community Outreach Coordinator at a rate of \$20/hr for the period of December 10, 2013- August 31, 2014.
K. Colon-Holmers seconded the motion.
The board **VOTED** to approve the motion.

VI. Closing Items

Adjourn Meeting

M. Storbakken made a motion to Adjourn the meeting.
R. Muhtadie seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 08:56 pm.

Respectfully Submitted,
M. Storbakken