

BOARD MEETING MINUTES

Tuesday, March 17, 2015: 6:11PM

Location of Meeting: Northeast College Prep

Call to order: The Board Chair, Emily Goff called to order the meeting at 6:11 PM on Tuesday, March 17, 2015.

Board Members/Director Present or Absent:

Name	Present/Absent
Emily Goff (Board Chair)	P
Carl Phillips (Director & ExOfficio)	P
Erika Sass (Assistant Director, ExOfficio)	P
Melissa Storbakken (Secretary)	P
Ramzi Muhtadie (Treasurer)	P
Katia Colon-Holmers	A
Courtney Carter	P
Joanna Schneider (Teacher member)	P
Redouane Elattaoui (Parent member)	P

Guests and Community Members Present:

Name	Position/Role

Northeast College Prep Mission

Northeast College Prep will ensure strong academic, social-emotional, and talent development in every member of its diverse student body, thereby positioning each student for college graduation, career success, and positive community impact.

AGENDA and MINUTES

Subject	March 17, 2015 Agenda						
Motion	Approve the agenda for March 17, 2015.						
Made by	Courtney Carter	Seconded	Ramzi Muhtadie				
Discussion	Add dashboard (to finance), add External User Access Recertification (new business)						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Minutes February 17, 2015						
Motion	Approve February 17, 2015 minutes as presented.						
Made by	Courtney Carter	Seconded	Joanna Schneider				
Discussion	None						
Vote	6	Yea	6	Nay	0	Abstain	2
Decision	Motion passed unanimously						

DASHBOARD

Subject	Review of Dashboard
Discussion	Reviewed cash flow to date, current enrollments and current testing data.

FINANCES

Subject	February 2015 Financial Report						
Motion	Accept the February 2015 Financial Report as presented						
Made by	Melissa Storbakken	Seconded		Emily Goff			
Discussion	We are 67% through the year and we have expended 63.9% of budget. Our current ADM is 146.						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Personnel Recommendations						
Motion	Approve personnel recommendations as presented.						
Made by	Redouane Elattaoui	Seconded		Ramzi Muhtadie			
Discussion	Carl talked through all the changes to the current staffing.						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Staffing Plan 2015-016						
Motion	Approve the staffing plan as presented						
Made by	Joanna Schneider	Seconded		Redouane Elattaoui			
Discussion							
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

NEW BUSINESS

Subject	Vision for the Board
Discussion	Review bylaws and election structure to be discussed at next months meeting.

Subject	External User Access Recertification						
Motion	Designates Carl Phillips, School Director, as the identified official with authority to authorize user access to MDE secure websites.						
Made by	Melissa Storbakken	Seconded		Courtney Carter			
Discussion							
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Reading Corp						
Motion	Accept the Reading Corp grant for the 15-16 school year.						
Made by	Melissa Storbakken	Seconded		Ramzi Muhtadie			
Discussion	1 full time Reading Corp person for the 15-16 school year.						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

DIRECTOR REPORT

Subject	Enrollment Report
Discussion	Current enrollment is steady at 150.

Subject	2015-2016 Recruitment Report
Discussion	Wait list for Kindergarten 1 spot available in 1 st , 5 spots available in 2 nd grade, 3 rd grade is wait listed, 4 th is full for next year.

Subject	Charter School Partners School Review
Discussion	Emily will meet with CSP and request the removal of quantitative measures.

Subject	International Baccalaureate Site Visit March 12th and 13th
Discussion	The consultant visit went beautifully! She gave us a ton of ideas and areas of growth. We have already scheduled inquiry training for May 8 th .

Subject	Building Search
Discussion	Spoke with CSP about how to help us find a building for when we outgrow this building. We will be working and looking for an agent that can put a lot of time and effort into the search to free up Carl.

AUTHORIZER

Subject	Student Achievement Minnesota
Discussion	Not in attendance.

PUBLIC COMMENT

None

ADJOURNMENT

Motion	Adjourn at 7: 43pm						
Made by	Ramzi Muhtadie			Seconded	Joanna Schneider		
Discussion	None						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Respectfully submitted by Melissa Storbakken