BOARD MEETING MINUTES

Tuesday, May 5, 2015: 6:07PM Location of Meeting: Northeast College Prep

Call to order: The Board Chair, Emily Goff called to order the meeting at 6:07PM on Tuesday, May 5, 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
Katia Colon-Holmers	P
Courtney Carter (Treasurer)	P
Joanna Schneider (Teacher member)	P
Redouane Elattaoui (Parent member)	P

Guests and Community Members Present:

Name	Position/Role
Glory Kibble	Student Achievement Minnesota

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	May 5, 2015 Agenda									
Motion	Approve the agenda with stated changes									
Made by	Joanna Schneider Seconded Melissa Storbakken									
Discussion	G. Simkis Fo H. Propose cl	Under the <i>New Business</i> section G. Simkis Foudation, Education Transformation Initiative, Sauer Children's Renew Foundation H. Propose changes to bylaws I. CSP School Review								
Vote	6	Yea 6 Nay 0 Abstain 0								
Decision	Motion passed unanimously									

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

Subject	March 2015								
Motion	•		5 Financial Re			_			
Made by	,	Courtney Carter Seconded Joanna Schneider							
Discussion	We are 75%				ided 71	.4% of bu		urrent ADM is 146.	
Vote	6	Yea	6	Nay	0		Abstain	0	
Decision	Motion pass	sed unanim	ously						
Subject	2015-2016 1	Budget Re	ecommendatio	ns *highlig	hts				
Discussion			arge "ticket" beach category.	udget catego	ories th	at drive th	ne budget an	nd the rational for the	
Subject	2015-2016								
Motion	* *	•	staffing plan.						
Made by	Melissa Stor	rbakken		Seconde	ed	Katia C	Colon-Holm	ers	
Discussion	None								
Vote	6	Yea	6	Nay	0		Abstain	0	
Decision	Motion pass	sed unanim	nously						
Subject	2015-2016 1	Budget							
Motion	Approve the	2015-201	6 budget.						
Made by	Melissa Stor	rbakken		Seconde	ed	Redoua	ne Elattaou	i	
Discussion	Carl highlig	hted speci	fic categories of	of interest in	the bu	dget proje	ections for 2	015-2016	
Vote	6	Yea	6	Nay	0		Abstain	0	
Decision	Motion pass	sed unanim	nously						
			<u> </u>						
Subject	2015-2016	CSP Gran	it						
Motion	2015-2016	CSP Grant	Budget						
Made by	Melissa Stor	rbakken		Seconde	ed	Emily (Goff		
Discussion	None								
Vote	6	Yea	6	Nay	0		Abstain	0	
Decision	Motion pass	sed unanim	nously						
Subject	2015-2016 \$	Salary Sca	ale						
Motion			eacher compen	sation scale	and be	nefits			
Made by	* *		and compon	Seconde			ne Elattaou	i	
Discussion	Carl talked to 3% increase Raised the f	Carl talked through the rational and philosophy around the 2015-2016 salary scale. 3% increase across all categories. Raised the first year compensation to be more competitive in the market. Added the 11-13 year category to keep the teachers at this level and to be more competitive in the							
Vote	6	Yea	6	Nay	0		Abstain	0	
	l								

Subject	Personnel Recommendations									
Motion	Approve pers	Approve personnel recommendations as presented.								
Made by	Melissa Storb	Melissa Storbakken Seconded Courtney Carter								
Discussion	None	None								
Vote	6	6 Yea 6 Nay 0 Abstain 0								
Decision	Motion passed unanimously									

Subject	Employee bonus									
Motion	year. Employ Board grants	Board gives Carl authority to grant bonuses up to \$1,000 for full time staff, for the 14-15 school year. Employees that are part time or have not worked at the school will be prorated. Board grants \$4,000 for each administrator as a bonus for the 14-15 school year. All bonuses will be given after the fiscal year has ended.								
Made by	Melissa Storl	Melissa Storbakken Seconded Courtney Carter								
Discussion	None	None								
Vote	6	6 Yea 6 Nay 0 Abstain 0								
Decision	Motion passed unanimously									

NEW BUSINESS

Subject	Nomination	Nomination and approval of new Board Treasurer								
Motion	Approve Cou	Approve Courtney as board treasurer.								
Made by	Emily Goff	mily Goff Seconded Katia Colon-Holmers								
Discussion	None	None								
Vote	6	Yea 6 Nay 0 Abstain 0								
Decision	Motion passe	Motion passed unanimously								

Subject	Board Elections
Discussion	Katia, Joanna and Emily will be up for election June 2016.
	Melissa, Courtney, Redouane will be up for election June 2017.

I	Subject	Change June Board Meeting Date
	Discussion	Tuesday, June 23 rd 2015

Subject	2015-2016 School Calendar									
Motion	Approve the	Approve the updated school calendar for 2015-2016								
Made by	Melissa Storb	Melissa Storbakken Seconded Katia Colon-Holmers								
Discussion	Added one da contact days.	Added one day off and a professional development day making the 15-16 school year 177 student contact days.								
Vote	6	Yea 6 Nay 0 Abstain 0								
Decision	Motion passed unanimously									

Subject	Board Training
Discussion	Emily will pass along the information for Redouaine to do the full board training, Courtney to do
	her yearly training and Joanna to do her finance training.

Subject	Director Evaluation
Discussion	Added 2 additional categories and will send out to the board ASAP.

Subject	Donations							
Motion	Accept with gratitude the enrollment grants from:							
	Education Transformation Initiative \$10,000							
	Sauer Children's Renewal Foundation \$10,000							
	Simikis \$50,000 grant for general education purposes.							
Made by	Emily Goff Seconded Redouane Elattaoui							
Discussion	None	None						
Vote	6 Yea 6 Nay 0 Abstain 0							
Decision	Motion passed unanimously							

Subject	Bylaws Proposed Changes
Discussion	Change the committee structure to only ad hoc committees as needed
	Eliminate Vice Chair position

Subject	CSP School Review						
Motion	Accept the up	Accept the updated CSP Yearly Review as presented.					
Made by	Joanna Schneider Seconded Emily Goff						
Discussion	CSP was fine	CSP was fine with taking the numerical ratings off the review.					
Vote	6 Yea 5 Nay 0 Abstain 1						
Decision	Motion passed						

DIRECTOR REPORT

Subject	Enrollment Report					
Discussion	Current enrollment is steady at 147					

Subject	2015-2016 Recruitment Report
Discussion	Wait list for Kindergarten, 1, 3, 4
	2 spots available in 2 nd grade.

Subject	Building Search
Discussion	Carl discussed Ramzi and his partner looking at buying a building.
	In initial discussions with Charter School Development Corporation.
	Still in discussions with Thorpe building owners.

Subject	Academic Report
Discussion	Erica presented the 2 nd interim testing report.

<u>AUTHORIZER</u>

Subject	Student Achievement Minnesota
Discussion	In the middle of the site visit and report to follow shortly.

PUBLIC COMMENT

None

<u>ADJOURNMENT</u>

Motion	Adjourn at 7:40pm							
Made by	Courtney Carter Seconded Katia Colon-Holmers							
Discussion	None	None						
Vote	6 Yea 6 Nay 0 Abstain 0							0
Decision	Motion passed unanimously							

Respectfully submitted by Melissa Storbakken