

# BOARD MEETING MINUTES

Tuesday, November 15, 2016  
Location of Meeting: 300 Industrial Blvd. NE

Call to order: The Interim Board Chair, Joanna Schneider called to order the meeting at  
6:13 PM on Tuesday, Nov. 15, 2016

Board Members/Director Present or Absent:

Name	Present/Absent
Carl Phillips (Director & ExOfficio)	Present
Erika Sass (Assistant Director, ExOfficio)	Present
Mohamed Elmi (Parent Member)	Present
Katia Colon-Holmers (Community member)	Absent
Courtney Carter (Treasurer)	Present
Joanna Schneider (Teacher member/Interim Board Chair)	Present
Redouane Elattaoui (Parent member)	Present
Joe Cole (Teacher member/Interim Secretary)	Absent
Jenna McKenney (Teacher member)	Present
Bill Graves (Community member)	Present

## 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

November 15, 2016							
Motion	Approve the agenda with stated changes						
Made by	Courtney Carter	Seconded	Redouane Elattaoui				
Discussion	Postpone item number 4 “board finance training” to another meeting. NEW BUSINESS: - Add item F to new business- change Dec. board meeting date (Monday, Dec. 19, 2016).						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

October 18, 2016 Minutes							
Motion	Approve the October 18 <sup>th</sup> minutes						
Made by	Courtney Carter	Seconded	Bill Graves				
Discussion	None						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

## NEW BUSINESS

	<b>Accept October 2016 Financial Report</b>						
Motion	Accept October 2016 Financial Report						

Made by	Bill Graves	Seconded	Redouane Elattaoui				
Discussion	Carl walked through the October 2016 financial report.						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

	<b>Approve Policy #594 Retention of Students Who Are Underage for Their Grade</b>						
Motion	Approve Policy #594 Retention of Students Who Are Underage for Their Grade						
Made by	Mohamed Elmi	Seconded	Bill Graves				
Discussion	Proposing a policy change for student retention based on age and meeting four or more of criteria in proposed policy. -Change item five under Criteria For Retention to read "MCA math exam".						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

	<b>Approve Policy #703 Fund Balance</b>						
Motion	Approve Policy #703 Fund Balance						
Made by	Redouane Elattaoui	Seconded	Mohamed Elmi				
Discussion	Created a fund balance policy to meet CSP grant requirements. Amend third paragraph of General Statement of Policy to read "Northeast College Prep recognizes the prudence in establishing guidelines for its fund balance."						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

	<b>Approve \$75,000 grant from The WEM Foundation</b>						
Motion	Approve \$75,000 grant from The WEM Foundation						
Made by	Joanna Schneider	Seconded	Bill Graves				
Discussion	No restrictions on this grant.						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

	<b>Approve plan for pursuing strategic planning grant</b>						
Motion	Approve plan for pursuing strategic planning grant						
Made by	Mohamed Elmi	Seconded	Courtney Carter				
Discussion	SAM requires a strategic plan to be in place by end of school year. Seeking to pursue a grant through Minnesota Comeback.						
Vote	6	Yea	5	Nay	0	Abstain	1
Decision	Motion passed unanimously						

	<b>Approve added item</b>						
Motion	Change board date meeting to Monday, Dec. 19						
Made by	Courtney Carter	Seconded	Redouane Elattaoui				
Discussion	None						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

DIRECTOR REPORT

	<b>Recruitment/Enrollment Update</b>
Discussion	Current Enrollment: 264 Budgeted: 290 Recruiting heavily for next school year has begun.

	<b>Academic Report</b>
Discussion	- Carl presented information on overall MCA reading data, comparing NECP to charter schools with similar demographics, MPS, and state MCA scores.

	<b>Give to the Max: November 17</b>
Discussion	- Goal of \$5,000- with matching grant \$10,000

	<b>Discussion of letter in response to authorizer’s letter from 9/28/16</b>
Discussion	Board discussed issues related to student enrollment, student achievement, and budgeting decisions in response to authorizer’s letter.

AUTHORIZER INPUT

None

PUBLIC COMMENT

None

ADJOURNMENT

Motion	Adjourn at 7:47						
Made by	Bill Graves	Seconded	Redouane Elattaoui				
Discussion	None						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Respectfully submitted by  
Jenna McKenney