

BOARD MEETING MINUTES

Tuesday, November 18, 2014: 7:12 PM

Location of Meeting: Northeast College Prep

Call to order: The Board Chair, Emily Goff called to order the meeting at 7:12 PM on Tuesday, November 18, 2014.

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)	A

Guests and Community Members Present:

Name	Position/Role
Glory Kibbel	Student Achievement Minnesota (SAM)
Kyle Knutson	BKDA

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	November 18, 2014 Agenda						
Motion	Approve the agenda for November 18, 2014.						
Made by	Melissa Storbakken	Seconded	Ramzi Muhtadie				
Discussion	Delete dashboard item for this month Add donation from Smikis Family Foundation Add discussion of changing the meeting times.						
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	October 21, 2014 Minutes						
Motion	Approve October 21, 2014 minutes as presented.						
Made by	Courtney Carter	Seconded	Joanna Schneider				
Discussion	None						
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

FINANCIAL REPORT

Subject	Dashboard Review
Discussion	Tabled

Subject	October 2014 Financial Report						
Motion	Accept the October 2014 Financial Report as presented						
Made by	Melissa Storbakken	Seconded		Emily Goff			
Discussion	We are 33% through the year and we have expended 31% of budget. Our current ADM is 142.						
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	FY 2014-2015 Budget						
Motion	Approve the revised 2014-2015 operating budget.						
Made by	Melissa Storbakken	Seconded		Ramzi Muhtadie			
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Certification of Investment Powers for RBC Wealth Management						
Motion	The board authorizes the School Director and Assistant Director to be authorized signors on the RBC Wealth Management account. Moreover, once the school receives the shares, the Director and Assistant Director are to redeem the shares and deposit the cash into the schools general fund. All fees for the transfer of funds and to maintain the account are to come out of the donation, not the school's general fund.						
Made by	Melissa Storbakken	Seconded		Emily Goff			
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Donations						
Motion	Gratefully accept donation of \$15,000 from the Graves Family Foundation, and \$15,000 from the Smikis Family Foundation.						
Made by	Joanna Schneider	Seconded		Ramzi Muhtadie			
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

DIRECTOR REPORT

Subject	Enrollment Report
Discussion	Currently at a 147 students.

Subject	Academic Report
Discussion	NWEA test data detail giving the specifics of how the students break out by quartile.

NEW BUSINESS

Subject	Board Self Evaluation
Discussion	At the December meeting we will revisit the Essential Agreements and set board SMART goals for the year. Board Self Evaluation will take place every November.

Subject	CSP Work Plan 2014-2015
Discussion	Board reviewed the CSP/NECP Work Plan and discussed the CSP School Review in December.

POLICY UPDATES

Subject	Admissions Policy 591						
Motion	Approve Policy #591 setting enrollment period for 2014-2015 of August 25th-January 23 rd . Lottery will take place on January 26 th .						
Made by	Melissa Storbakken	Seconded	Joanna Schneider				
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Subject	Board Meeting Times
Discussion	Discussion to move the start time of board meetings to 6:00pm. Emily will talk to Katia and Redouane to make sure they can meet at this time. December 2014

ADJOURNMENT

Motion	Adjourn at 8:36						
Made by	Emily Goff	Seconded	Courtney Carter				
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

Respectfully submitted by Melissa Storbakken