

BOARD MEETING MINUTES

Date: April 27, 2021 Time: 6:00 PM
 Location of Meeting: 300 Industrial Blvd. NE
 (Via Zoom)

Call to order: The Board Chair, Jessica Waletski called to order the meeting at
 6:04 PM on Tuesday, April 27, 2021

Board Members/Director Present or Absent:

| Name | Present/Absent |
|--|----------------|
| Carl Phillips (Executive Director & ExOfficio) | P |
| Erika Sass (Director, ExOfficio) | P |
| Courtney Carter (Community Member/Board Secretary) | P |
| Joanna Schneider (Teacher member) | P |
| Jessica Waletski (Parent member/Board Chair) | P |
| Bill Graves (Community member) | P |
| Josh Crosson (Community member) | P |
| Whitney McKinkley (Teacher member) | P |
| Amanda Jagdeo (Teacher member) | P |

| Name | Position/Role |
|--------------|------------------|
| Morgan Brown | Great MN Schools |

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

| | | | | | | | |
|-------------|----------------------------|-----|----------|-------------|---|---------|---|
| Motion | Approve Agenda | | | | | | |
| Description | Move to approve agenda. | | | | | | |
| Made by | Joanna Schneider | | Seconded | Bill Graves | | | |
| Discussion | N/A | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

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|-------------|---|-----|----------|------------------|---|---------|---|
| Motion | Approve Board Meeting Minutes from March 26, 2021 | | | | | | |
| Description | Move to approve Board Meeting Minutes from March 26, 2021 with stated change. | | | | | | |
| Made by | Bill Graves | | Seconded | Jessica Waletski | | | |
| Discussion | Corrected name of staff member. | | | | | | |
| Vote | 6 | Yea | 6 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

Whitney McKinley temporarily left the meeting and was not present for this vote.

FINANCES

| | | | | | | | |
|------------|--|-----|----------|-----|------------------|---------|---|
| | Approve March 2021 Financial Reports | | | | | | |
| Motion | Move to approve March 2021 Financial Reports. | | | | | | |
| Made by | Jessica Waletski | | Seconded | | Joanna Schneider | | |
| Discussion | Reviewed executive summary from report. Reviewed data as gathered on dashboard. Budgeted ADM is at 364. Actual ADM is 366. Beginning fund balance, \$927,080. Projected fund balance, \$1,396,360 (19.8%). | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

NEW BUSINESS

| | | | | | | | |
|------------|--|-----|----------|-----|------------------|---------|---|
| | Approve continuing with auditor Abdo, Eick & Meyers as recommended by Finance Committee. | | | | | | |
| Motion | Move to continuing with auditor Abdo, Eick & Meyers as recommended by Finance Committee. | | | | | | |
| Made by | Josh Crosson | | Seconded | | Jessica Waletski | | |
| Discussion | Discussion of possible creation of RFP policy. Continuing with Abdo Eick and Meyers based on work product and past experience. | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

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|------------|---|--|--|--|--|--|--|
| | Update on current learning model. | | | | | | |
| Discussion | Been back in person for 6 days. Positive feedback from parents and families overall. Some students had to change teachers K-4, but transition has been effective. 5-8 students distance/in person are together. 60-86% of students in each grade have opted for in-person learning. | | | | | | |

COMMITTEE MEETING UPDATES

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|------------|---|-----|----------|-----|-----------------|---------|---|
| | Approve Finance Committee Minutes from April 15, 2021 | | | | | | |
| Motion | Approve Finance Committee Minutes from April 15, 2021. | | | | | | |
| Made by | Joanna Schneider | | Seconded | | Courtney Carter | | |
| Discussion | Overview of discussion at Finance Committee. Discuss COVID relief package impact on budget and restructuring of principal/administrative leadership team. | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

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|------------|--|-----|----------|-----|------------------|---------|---|
| | Approve Governance Committee Minutes from April 27, 2021 | | | | | | |
| Motion | Move to approve Governance Committee Minutes from April 27, 2021. | | | | | | |
| Made by | Bill Graves | | Seconded | | Jessica Waletski | | |
| Discussion | Board election and next steps. One nominee withdrew, another person is interested. Will need to fill Scott's vacant seat with another member/candidate. Election is May 24-31. School goals framework: focus on distance learning. Evaluation process and executive director compensation to be discussed with Finance Committee. 360 Evaluation for Erika and Carl in the past. | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |

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|------------|--|-----|----------|-----|-------------|---------|---|
| Decision | Motion passed unanimously. | | | | | | |
| | Approve Academic Achievement Committee Minutes from April 13, 2021. | | | | | | |
| Motion | Move to approve Academic Achievement Committee Minutes from April 13, 2021. | | | | | | |
| Made by | Whitney McKinley | | Seconded | | Bill Graves | | |
| Discussion | Looked at iReady and Lexia data. Similar trajectories this month with a slight increase to zero or non-usage students. Having continuously enrolled students to aggregate data by in order to meet charter goals. Planning for next year and what the performance outcome indicators will be. Discussed access to resources. | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

DIRECTOR REPORT

Kindergarten enrollment trending lower than normal but coming in.
 A couple of open houses coming up. Social media ads seem to be having an impact on recruitment.
 Posting an internal position to focus on outreach.
 Summer school June 16-July 2 (13 days). Partnering with ACES. Do math and social-emotional learning and a virtual program that will extend beyond 13 days.

BOARD CULTURE AND ENGAGEMENT

Had a meeting with Liz Wynne and wants to make sure we get this requirement met. Board training annually is a requirement. Jessica made courses available to board members in a folder and members can elect their own trainings based on needs and interests from CharterSource webinar library. Finish by end of May.

AUTHORIZER INPUT

N/A

PUBLIC COMMENT

N/A

ADJOURNMENT

| | | | | | | | |
|------------|-------------------------------|-----|----------|-----|-------------|---------|---|
| | Adjourn | | | | | | |
| Motion | Move to adjourn the meeting. | | | | | | |
| Made by | Josh Crosson | | Seconded | | Bill Graves | | |
| Discussion | None | | | | | | |
| Vote | 7 | Yea | 7 | Nay | 0 | Abstain | 0 |
| Decision | Meeting adjourned at 7:02 pm. | | | | | | |

Respectfully submitted by Courtney Carter