

# BOARD MEETING MINUTES

Date: May 18, 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  
 6:08 PM on Tuesday, May 18th 2021

Board Members/Director Present or Absent:

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

Name	Position/Role
Morgan Brown	Great MN Schools
Liz Wynne	Student Achievement Minnesota
Beth Finch	Charter Source

## 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 the Agenda for May 18th 2021.						
Motion	Approve the amended agenda for May 18, 2021.						
Made by	Courtney Carter		Seconded		Bill Graves		
Discussion	N/A						
Vote	6	Yea	6	Nay	0	Abstain	
Decision	Motion passed unanimously.						

Josh Crosson was delayed joining the meeting and was not present for the vote.

Motion	Approve the minutes from April 27, 2021.						
Motion	Approve the minutes from April 27, 2021.						
Made by	Josh Crosson		Seconded		Jessica Waletski		
Discussion	N/A						
Vote	7	Yea	7	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

FINANCES

	Approve April 2021 Financial Reports.						
Motion	Approve April 2021 Financial Reports.						
Made by	Courtney Carter		Seconded		Joanna Schneider		
Discussion	ADM is consistent with budgeted ADM. Have a large cash balance. We are on track with revenues, but under anticipated expenses. Reviewed executive summary from report. Reviewed data as reflected on dashboard. ESSR 3 funds you spend and receive reimbursement.						
Vote	7	Yea	7	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

NEW BUSINESS

	Approve Board meeting dates for 2021-2022 school year.						
Motion	Approve Board meeting dates for 2021-2022 school year.						
Made by	Bill Graves		Seconded		Jessica Waletski		
Discussion	Most are the third Tuesday of the month. Only issue in scheduling is World's Best Workforce is due in the fall and interferes with the regularly scheduled date in September.						
Vote	7	Yea	7	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

	Move to amend agenda to have discussion on executive director compensation to the end of the meeting in a closed executive session.						
Motion	Move to amend agenda to have discussion on executive director compensation to the end of the meeting in a closed executive session.						
Made by	Josh Crosson		Seconded		Bill Graves		
Discussion	N/A						
Vote	7	Yea	7	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

	Discuss Executive Director review plan.						
Discussion	360 Review by 3D Group. Same survey, document, questions as three years ago. All teachers and staff participate, plus board members. Carl will do self-review. Categories reflected in the document. Goal to complete before the very end of the school year. Will form a subcommittee of the governance committee for evaluation development.						

COMMITTEE MEETING UPDATES

	Approve Finance Committee Minutes from May 13, 2021.						
Motion	Approve Finance Committee Minutes from May 13, 2021.						
Made by	Courtney Carter		Seconded		Josh Crosson		
Discussion	Overview of financials, dashboard, executive compensation study, BKDV contract renewal.						
Vote	7	Yea	7	Nay	0	Abstain	0

Decision	Motion passed unanimously.
----------	----------------------------

	Approve Academic Achievement Committee Minutes from May 11, 2021.						
Motion	Approve Academic Achievement Committee Minutes from May 11, 2021.						
Made by	Joanna Schneider		Seconded		Whitney McKinley		
Discussion	ELA Committee and Assessment Options; Dashboard review; Academic goals; Preliminary MCA Data; Academic Priorities from SY 21-22. Potential alternative to FAST.						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

	Approve Governance Committee Meeting Minutes from May 18, 2021.						
Motion	Approve Governance Committee Meeting Minutes from May 18, 2021.						
Made by	Josh Crosson		Seconded		Joanna Schneider		
Discussion	Board election; Jessica Intermill new member; Evaluation process; Policy Review						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

### DIRECTOR REPORT

- 70% in-person. 30% distance.
- MCA was extended due to the pandemic but will be completed soon.
- Enrollment
  - Low on kindergarten enrollment.
  - K teacher moving; not refilling position unless add sufficient students.
- ADSIS funding
  - Hiring decisions
    - Early priority application; keeps getting extended.

### AUTHORIZER INPUT

No comment.

### PUBLIC COMMENT

No comment.

The meeting was then closed to the public to discuss Executive Director compensation.

### CLOSED EXECUTIVE SESSION

	Approve Executive Director compensation.						
Motion	Approve Executive Director compensation recommended by Finance Committee for 21-22.						
Made by	Josh Crosson		Seconded		Whitney McKinley		
Discussion	MACS model; bring salary in line with model for average compensation for school directors for schools of this size.						

Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

ADJOURNMENT

	Adjourn						
Motion	Move to adjourn at 7:46						
Made by	Jessica Waletski		Seconded		Whitney McKinley		
Discussion	n/a						
Vote	6	Yea	6	Nay	0	Abstain	0
Decision	Meeting adjourned at 7:47.						

Respectfully submitted by

Courtney Carter