#### **BOARD MEETING MINUTES**

Date: September 28, 2021 Time: 6:00 PM Location of Meeting: 300 Industrial Blvd. NE

Call to order: The Board Chair, Jessica Waletski called to order the meeting at 6:11 PM on Tuesday, September 28, 2021

#### Board Members/Director Present or Absent:

Name	Present/Absent				
Carl Phillips (Executive Director & ExOfficio)	Present				
Erika Sass (Director, ExOfficio)	Absent				
Joanna Schneider (Teacher member/Secretary)	Present				
Jessica Waletski (Parent member/Board Chair)	Present				
Bill Graves (Community member/Treasurer)	Present				
Josh Crosson (Community member)	Absent				
Erica Ahlgren (Community member)	Present				

Name	Position/Role
Richard Nazarian	Pending NECP Board Member (Community)
Andrea Wenker	Pending NECP Board Member (Teacher)
Morgan Brown	Great MN Schools
Liz Wynne	SAM (authorizer)

#### 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**

	Approve the	Approve the amended agenda for September 25, 2021						
Motion	Approve the amended agenda for September, 2021							
Made by	Bill Graves	Bill Graves Seconded Joanna Schneider						
Discussion	Revise item 6	6a to state	"Approve July	y/August 20	21 Fina	ncials"		
Vote	4	4 Yea 4 Nay 0 Abstain 0						
Decision	Decision Motion passed unanimously.							

	Approve the	Approve the minutes for August 17, 2021								
Motion	Approve the	Approve the minutes for August 17, 2021								
Made by	Joanna Schi	Joanna Schneider Seconded Bill Graves								
Discussion	none			-						
Vote	4	4 Yea 4 Nay 0 Abstain 0								
Decision	Motion passed unanimously.									

	Approve appointment of Andrea Wenker to a vacated board seat								
Motion	Approve ap	Approve appointment of Andrea Wenker to a vacated board seat							
Made by	Bill Graves	Bill Graves Seconded Joanna Schneider							
Discussion	none			-					
Vote	4 Yea 4 Nay 0 Abstain 0						0		
Decision	Motion pass	Motion passed unanimously.							

	Approve appointment of Richard Nazarian to a vacated board seat								
Motion	Approve ap	Approve appointment of Richard Nazarian to a vacated board seat							
Made by	Jessica Wale	Jessica Waletski Seconded Bill Graves							
Discussion	none								
Vote	5 Yea 5 Nay 0 Abstain 0						0		
Decision	Motion passed unanimously.								

# **FINANCES**

	Approve July / August 2021 Financials									
Motion	Approve July / August 2021 Financials									
Made by	Bill Graves	Bill Graves Seconded Erica Ahlgren								
Discussion	Carl Phillips	Carl Phillips walked through July 2021 financials								
	Budgeted at 360									
	Current ADM	I is in the	mid-350s; then	e is still sor	ne fluct	uation du	e to the beg	inning of the school		
	year									
	Currently but	dgeted for	a \$100,000 su	rplus at the	end of t	he year (	~ 16% fund	balance)		
Vote	6	6 Yea 6 Nay 0 Abstain 0								
Decision	Motion passed unanimously.									

# NEW BUSINESS

	Discuss Statement of Assurances
Discussion	Board Chair and School Executive Director will sign and submit documents needed for MDE
	2021-2022 Annual Charter School Assurances.

Board Member Training
New Board Members are expected to complete New Board Member Training within 6 months of being seated on the NECP Board.

Motion	Approve Board Policy 406: Public and Private Personnel Data								
Made by	Joanna Schr	Joanna Schneider Seconded Andrea Wenker							
Discussion	The Governance Committee has reviewed this policy and recommends it for approval to the full								
	Board.								
Vote	6	6 Yea 6 Nay 0 Abstain 0							
Decision	Motion passed unanimously.								

	Approve Board Policy 410: Family and Medical Leave							
Motion	Approve Bo	Approve Board Policy 410: Family and Medical Leave						
Made by	Bill Graves	Bill Graves Seconded Jessica Waletski						
Discussion	The Governa	The Governance Committee has reviewed this policy and recommends it for approval to the full						
	Board.							
Vote	6	6 Yea 6 Nay 0 Abstain 0						
Decision	Motion passed unanimously.							

	Approve 2021-2022 Goals framework							
Motion	Approve 2021-2022 Goals framework							
Made by	Joanna Schr	Joanna Schneider Seconded Andrea Wenker						
Discussion	The Executive Director has worked with the Governance Committee to develop and update these goals for the current school year.							
Vote	6	6 Yea 6 Nay 0 Abstain 0						
Decision	Motion passed unanimously.							

### CHARTER CONTRACT COMPLIANCE

	Approve Annual Report / World's Best Workforce Report							
Motion	Approve Annual Report / World's Best Workforce Report							
Made by	Andrea Wer	Second	Seconded Richard		ard Nazarian			
Discussion	Carl Phillips presented the Annual Report / World's Best Workforce Report							
Vote	6	Yea	6	Nay	0		Abstain	0
Decision	Motion passed unanimously.							

	Approve Revised Charter Contract Goals						
Motion	Approve Revised Charter Contract Goals						
Made by	Joanna Schneider Seconded Andrea Wenker						
Discussion	none						
Vote	6 Yea 6		Nay	Nay 0 Absta		Abstain	0
Decision	Motion passed unanimously.						

## COMMITTEE MEETINGS UPDATES

	Approve Finance Committee Minutes from September 23, 2021							
Motion	Approve Finance Committee Minutes from September 23, 2021							
Made by	Bill Graves	Second	Seconded Jessica		ı Waletski			
Discussion	none							
Vote	6	Yea	6	Nay	0		Abstain	0
Decision	Motion passed unanimously.							

	Approve Governance Committee Minutes from September 21, 2021						
Motion	Approve Governance Committee Minutes from September 21, 2021						
Made by	Jessica Waletski			Seconded Andrea		a Wenker	
Discussion	none						
Vote	6 Yea 6			Nay 0 Abstain 0			0
Decision	Motion passed unanimously.						

### **DIRECTOR REPORT**

	Director Report (Carl Phillips)					
Discussion	<ul> <li>Math and Community Resources Family Night last week</li> <li>Majority of students (~ three fourths) have finished beginning of year benchmark testing in reading and math</li> <li>Several staffing changes in late summer created some challenges in the beginning of the</li> </ul>					
	year, but creative solutions have been reached					

## **AUTHORIZER INPUT**

	Student Achievement Minnesota (SAM) (Liz Wynne)					
Discussion	- When does the Board Packet come out? Consider sending out earlier to allow Board					
	members more time for review prior to the Board meeting.					
	- What can the Board do to better support the school administration in problem solving					
	around school challenges?					
	- SAM would like to dialogue with the Board about the challenges of the year					

### **PUBLIC COMMENT**

	Great Minnesota Schools (Morgan Brown)
Discussion	GMS suggests schools aim at retaining teachers at a rate of 85% annually; however anecdotal evidence from this past year suggests many schools are struggling with retaining and hiring teachers
	Only one other school in GMS's portfolio tested as high of a percentage of students in the previous school year as NECP

## <u>ADJOURNMENT</u>

Adjourned at 8:19 p.m.

Respectfully submitted by Joanna Schneider