

# BOARD MEETING MINUTES

Date: August 16, 2022      Time: 6:00 PM

Location of Meeting: 300 Industrial Blvd. NE

Call to order: The Board Chair, Richard Nazarian called to order the meeting at  
6:21pm PM on Tuesday, August 16, 2022

Board Members/Director Present or Absent:

Name	Present/Absent
Brenton Shavers (Executive Director & ExOfficio)	Present
Joanna Schneider (Teacher member/Secretary)	Absent
Jessica Waletski (Parent member/Treasurer)	Present
Richard Nazarian (Community member/Board Chair)	Present
Josh Crosson (Community member)	Present
Erica Ahlgren (Community member)	Absent
Jessica Intermill (Parent member)	Present
Tyler Burkhardt (Community member)	Present

Name	Position/Role
Erika Sass	Director of Operations

## 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

Agenda							
Motion	Approve the agenda for August 16, 2022						
Made by	Jessica I.	Seconded		Tyler			
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Minutes							
Motion	Approve the minutes for July 19, 2022						
Made by	Jessica I.	Seconded		Tyler			
Discussion							
Vote	5	Yea	4	Nay	0	Abstain	1
Decision	Motion passed unanimously.						

FINANCES

	Finance Committee Minute						
Motion	Approve the minutes for May and June						
Made by	Tyler Burkhardt		Seconded		Jessica I.		
Discussion							
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

	Approve Preliminary May/June 2022 Financials						
Motion	Approve the agenda for August 16, 2022						
Made by	Jessica W.		Seconded		Tyler		
Discussion	Jessica W. gave overview of financials; discussion of plan to come into compliance with bond covenants; Erika S. is implementing plan						
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

DIRECTOR REPORT

	<p>SAM renewal</p> <ul style="list-style-type: none"> <li>Brenton completing 5-year renewal application draft for Liz, will forward to Board for review</li> <li>renewed focus on benchmarking and meeting achievable goals as we emerge from pandemic learning</li> </ul> <p>Facility</p> <ul style="list-style-type: none"> <li>Downstairs tenants are moving! Build-outs and improvements are continuing despite worker shortage and other delays</li> </ul> <p>Staffing</p> <ul style="list-style-type: none"> <li>Difficult to compete with MPS salary</li> <li>Shuffling to cover last-minute departures</li> </ul> <p>Enrollment</p> <ul style="list-style-type: none"> <li>Enrollment is up.</li> <li>7th and 8th grade now have waiting lists.</li> </ul>
Discussion	No discussion.

NEW BUSINESS

	Charter Contract Renewal
Discussion	Board members begin review, flag questions for discussion.

COMMITTEE UPDATES

	Assignments
Discussion	Consensus to accept assignments, Rich will attend but not sit on Governance

REVIEW ANNUAL CALENDAR

	Committee Charters
Discussion	Chairs will take initiative to review and recommend

	Board Development
Discussion	Rich will forward development opportunities

	Student and Staff Handbooks
Discussion	Erika S. will send to Josh for circulation to Governance Committee

	State-Law Compliance
Discussion	Staff leadership will flag needed updates, let Governance Committee know of needs

	Website
Discussion	Brenton and Jessica W. will meet to discuss assignment of website updates

BOARD GATHERING

	Party at Rich's house
Discussion	Save the date: 10/11/22

AUTHORIZER INPUT

None

PUBLIC COMMENT

None

ADJOURNMENT

	Adjourned at 7:39pm
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Respectfully submitted by Jessica Intermill