



OFFICIAL BOARD MEETING MINUTES

Wednesday, September 20, 2023

New Century Academy

Board Members:

- Present: Kelsey Dolge, Heather Finnell, Traci Schutz
- Present online: Tina Myllykangas
- Present online at 5:36 p.m.: Kathy Prellwitz

Others Present: Jason Becker

Others Present Online: Aaron Liesen

Proceedings:

- Meeting was called to order at 5:32 p.m. by Dolge
- Additions / Changes to agenda
 - none
- Recognize visitors
 - none
- Approval of Agenda
 - A motion was made by Dolge, seconded by Finnell, to approve the agenda.
 - Motion carried via roll call.
- Public Input
 - none
- Consent Agenda
 - A motion was made by Schutz, seconded by Dolge, to approve the consent agenda.
 - Motion carried via roll call.
- School Board Training –
 - NEO (mncharterboard.com) training: Abide by the Bylaws.

Discussion Items:

- Finance Committee Report –Aaron Leisen
 - Discussed the August month end financials.
 - End of August unofficial ADM was 99.86. ADM budget is 85. Unofficial ADM is due to the fact that official ADM report does not come out until October 1st.
 - The school's cash balance the end of August was \$590,105.00
 - Total revenue for August was \$250,244.00. Total expense for August was \$162,250.00.
 - There is a net loss of \$286,000 due to transportation costs. Lowered the budget significantly due to this. Adjusted general education transportation. It is still strongly suggested that the board discuss ways to lower transportation costs.

- Policy Committee –Schutz
 - 1st Read – NCA Policy 420: Students and Employees with Sexually Transmitted Diseases and Other Infectious Diseases.
 - 1st Read – NCA Policy 501: Weapons
 - 2nd Read - NCA Policy 403: Discipline, Suspension and Dismissal of School District Employees
 - 2nd Read – NCA Policy 419: Tobacco Free Environment
- Marketing / PR – Dolge/Finnell
 - Continuing to work on revamping the school's website. Planning to schedule a meeting with Vivid Image before the next board meeting. The company has requested Jason Becker be present at said meeting.
 - There new student orientation August 7th brought in six new student enrollment packets.
 - Working on newspaper articles featuring student leadership development at NCA.
- Strategic Planning – Entire board
 - To be held in October. It is important that all board members be in attendance.
- Director Report –
 - NWEA fall testing was just completed.
 - There are upcoming field trips planned
 - Team of teachers this year coming together nicely.
 - There was an increase of 12 to 15 students and need to maintain those numbers and hopefully get some new enrollments.
 - The building has several maintenance issues that need to be addressed. Three furnaces are burned out in the southwest end of the building and air conditioning units are down. The gymnasium needs new furnace and air conditioning; and the southwest of the building needs new furnace and air conditioning. Estimates from Foster Mechanical have been obtained and provided to the board for review.
- Chairperson Report -
 - Still needs to write a letter regarding tuition reimbursement.

Action Items:

- Approve August Financials.
 - A motion was made by Myllykangas, seconded by Dolge, to approve the August Financials.
 - Motion carried via roll call.
- Approve the Cleaning and Maintenance Proposal.
 - A motion was made by Prellwitz, seconded by Myllykangas to approve the proposal for cleaning and maintenance provided by Jason Becker.
 - Motion carried via roll call.

Adjourn Meeting

- A motion was made by Myllykangas, seconded by Finnell, to adjourn the meeting.
- Motion carried via roll call.
- Time of adjournment 7:02 p.m.