



## OFFICIAL BOARD MEETING MINUTES

### Wednesday, January 17, 2024

### New Century Academy

#### Board Members:

- Present: Kelsey Dolge, Heather Finnell, Traci Schutz
- Present online: Kathy Prellwitz, Tina Myllykangas

#### Others Present:

Jason Becker, Elizabeth Mumford

#### Others Present Online:

Diane Restorff from NEO

#### Proceedings:

- Meeting was called to order at 5:34 p.m. by Prellwitz
- Additions / Changes to agenda
  - Change consent agenda b) approve resignation from “none” to “one,” as a resignation was received today.
- Recognize visitors
  - Elizabeth Mumford
  - Diane Restorff from NEO
- Approval of Agenda
  - A motion was made by Prellwitz, 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 Finnell, to approve the consent agenda as amended.
  - Motion carried via roll call.
- Aaron Leisen joined the meeting online at 5:45 p.m.
  - School Board Training –
    - NEO online board training (mncharterboard.com): “Prevent Audit Findings for Misstatements”

#### Discussion Items:

- Finance Committee Report –Aaron Leisen
  - Discussed the year end financials.
  - End of December ADM was 104.12 (Budget ADM of 85)
  - The school’s cash balance the end of December was \$611,004
  - December total revenue: \$1,043,515. December total expense: \$870,856.
  - There is less state and federal funding due to post-covid
  - Continue to find ways to increase ADM and reduce transportation funding.

- Policy Committee –Schutz
  - 2<sup>nd</sup> Read - NCA Policy 902: PSEO
  - Final Read – NCA Policy 413: Harassment and Violence
  - Final Read – NCA Policy 524: Internet Use
- Marketing / PR – Dolge/Finnell
  - Met with Vivid Image for a messaging clinic to share ideas of what content and image we want for the new website. Will meet with them again next week to view their presentation.
  - Still giving tours to new and prospective students.
  - NCA held a “Business After Hours” event which went well. Students gave tours to business ambassadors and the feedback was very positive.
- Strategic Planning – Entire board
  - Scheduled in March.
- Director Report – Jason Becker
  - Student enrollment continues to climb.
  - Still looking for a math teacher. We do have a hired math teacher but are experiencing hiccups getting the teacher’s license transferred. Hope to have it straightened out soon
  - Every year a nurse comes out to speak to students and this year a nurse from Minnesota State University of Mankato came to NCA students with a series on vaping prevention.
  - Students on Leadership team are still working with Historic Hutchinson on the Hutchinson Depot project.
  - New furnace for the northwest part of the building has been replaced and the rooms are now warmer and more comfortable.
- Chairperson Report - Prellwitz
  - Update on Tuition Disbursement Letter

**Action Items:**

- Approve December Financials.
  - A motion was made by Dolge, seconded by Finnell, to approve the December Financials.
  - Motion carried via roll call.
- Approve the Financial Audit
  - A motion was made by Schutz, seconded by Dolge to approve the Financial Audit.
  - Motion carried via roll call.
- Approve Attorney General Annual Report for year 2022
  - A motion was made by Schutz, seconded by Finnell to approve the Attorney General Annual Report for year 2022.
  - Motion carried via roll call.
- Approve Attorney General Annual Report for year 2023
  - A motion was made by Dolge, seconded by Finnell to approve the Attorney General Annual Report for year 2023.
  - Motion carried via roll call.
- Approve NCA Policy 413
  - A motion was made by Finnell, seconded by Schutz to approve Policy 413 - Harassment and Violence Policy.
  - Motion carried via roll call.
- Approve Policy 524
  - A motion was made by Schutz, seconded by Myllykangas to approve Policy 524 – Internet Acceptable Use and Safety Policy
  - 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 6:46 p.m.