



OFFICIAL BOARD MEETING MINUTES Wednesday, November 20, 2024 New Century Academy

Board Members:

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

Others Present:

Jason Becker

Others Present online:

Aaron Liesen, Daniel Jett

Proceedings:

- Meeting was called to order at 5:34 p.m. by Prellwitz
- Additions / Changes to agenda
 - Add action item “d” – approval of annual report
 - Add action item “e” – approval of adoption of Policy 411 Earned Sick and Safe Time
 - Add action item “f” – approval of adoption of Policy 427 Workload Limits for SPED Teachers
- Recognize visitors
 - Aaron Liesen, budget manager, and Daniel Jett, from N.E.O.
- Approval of Agenda
 - A motion was made by Schutz, seconded by Finnell, to approve the agenda as amended.
 - Motion carried via roll call.
- Public Input
 - none.
- Consent Agenda
 - A motion was made by Myllykangas, seconded by Finnell, to approve the consent agenda as amended.
 - Motion carried via roll call.
- School Board Training –
 - None – next training is in the December meeting

Discussion Items:

- Finance Committee Report – Aaron Liesen
 - Discussed the end of October financials.
 - The school’s cash balance the end of October was \$474,369
 - Year to date total revenue: \$591,652.
 - Year to date total expense: \$542,233.
 - Minnesota Department of Education (MDE).
- Policy Committee – Schutz
 - Fixed Assets Policy
 - New policy for adoption - 411 Earned Sick and Safe Time
 - New Policy for adoption - 427 Workload Limits for SPED Teachers

- 2nd Read – 410 Family and Medical Leave policy
- 2nd Read – 413 Harassment and Violence
- Marketing / PR – Finnell
 - Held a “Friendsgiving” event and ten guest students attended. A lock in is being planned by students. NCA started a tic toc and posted its first post with plans to do more to promote students and the school. Four middle school students are enrolling. Marketing committee will meet in December to plan events for 2025. Also, the school received a generous donation for youth leadership.
- Strategic Planning – Entire board
 - Scheduled after February 2025 meeting. The agenda will be set at the January board meeting.
- Director Report – Jason Becker
 - Staff and two NCA students attended the NEO Celebration meeting.
 - Received NWEA results.
 - The school is in the middle of e-term and the end of first trimester is coming to a close.
 - The school received two grants: \$1,000 from Hutch Foundation for youth leadership, and \$2,500 from SWIF to be used toward table top laser engraver.
 - Reviewed NEO performance framework. The Director and NEO will be getting together to align goals. The focus needs to be on academic proficiency. The proficiency report will be part of the regular Directors Report each month.
- Chairperson Report - Prellwitz
 - Update on tuition reimbursement. Has not heard back from the lawyers.

Action Items:

- Approve October Financials.
 - A motion was made by Finnell, seconded by Schutz, to approve the October Financials.
 - Motion carried via roll call.
- Approve Annual EFT and Bank Designee.
 - A motion was made by Schutz, seconded by Finnell to approve the annual EFT and bank designee.
 - Motion carried via roll call.
- Approve General Fund transfer of \$22,740.69 to Food Service Fund.
 - A motion was made by Myllykangas, seconded by Finnell, to approve the transfer of \$22,740.69 from the general fund to the Food Service Fund.
- Approve Annual Report
 - A motion was made by Myllykangas, seconded by Finnell, to approve the Annual Report.
 - Motion carried via roll call
- Approve adoption of policy 411 Earned Sick and Safe Time.
 - A motion was made by Finnell, seconded by Shutz to adopt Policy 411 Earned Sick and Safe Time.
 - Motion carried via roll call.
- Approve adoption of policy 427 Workload Limits for SPED Teachers
 - A motion was made by Schutz, seconded by Finnell, to adopt Policy 427 Workload Limits for SPED Teachers.
 - 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 6:41 p.m.