



OFFICIAL BOARD MEETING MINUTES

Wednesday, December 17, 2025

New Century Academy

Board Members:

- Present: Kelsey Dolge, Heather Finnell, Anne LeClaire, Traci Schutz
- Absent: Scott Palesotti

Others Present: none

Others Present Online: none

Proceedings:

- Meeting was called to order at 5:32 p.m. by Finnell
- Additions / Changes to agenda
 - none
- Recognize visitors
 - none
- Approval of Agenda
 - A motion was made by Dolge, seconded by Schutz, 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 –
 - “Prevent Audit Findings in Internal Controls” presentation by N.E.O (via mncharterboard.com)

Discussion Items:

- Finance Committee Report – Dustin Reeves
 - Reviewed November financials.
 - Original Budget ADM: 90. Original Budget Pupil Units: 107.40 Actual ADM 106.36. Actual Pupil Units: 126.65.
 - Cash balance at the end of November was \$379,881.
 - 2024-2025 estimate from MDE is \$8,099.
 - 2024-2025 federal estimate is \$46.
 - Current year federal receivable estimate is \$47,425.
- Policy Committee – Schutz
 - 1st Reading – NCA Policy 100 Fixed Assets
 - 1st Reading – NCA Policy 217 Credit Card Usage
 - 1st Reading – NCA Policy 412 Expense Reimbursement
 - 1st Reading – NCA Policy 712 Electronic Funds Transfer

- 3rd Reading – NCA Policy 410 Family Medical Leave
- 3rd Reading – NCA Policy 413 Harassment and Violence
- Marketing / PR – Dolge
 - NCA was featured in the Hutch Living publication showcasing a student's work on a pantry for the community. Enrollment continues to grow. Some students have presented to local organizations to obtain funding for the annual Christmas Family Night event at New Century Academy. Family Night provides a free meal to families, hosts games and gives away prizes to students who attend. It is a much anticipated event.
- Strategic Planning – Entire board
 - Next meeting after January 2026 board meeting. Discussion will be curriculum and project based learning for the 2026-2027 year.
- Director Report – Becker
 - None – Becker absent
- Chairperson Report - Finnell
 - Update on the third party investigator for the formal complaint.
 - Reviewed an estimate for a cleaning company; namely, MinnClean Services.

Action Items:

- Approve November Financials.
 - A motion was made by Schutz, seconded by Dolge, to approve November financials.
 - Motion carried via roll call.
- Approve Policy 410 Family Medical Leave.
 - A motion was made by Dolge, seconded by LeClaire to approve NCA Policy 410: Family Medical Leave.
 - Motion carried via roll call.
- Approve Policy 413 Harassment and Violence.
 - A motion was made by Schutz, seconded by LeClaire to approve NCA Policy 413: Harassment and Violence
 - Motion carried via roll call.

Adjourn Meeting

- A motion was made by Schutz, seconded by Dolge, to adjourn the meeting.
- Motion carried via roll call.
- Time of adjournment 6:29 p.m.