



OFFICIAL BOARD MEETING MINUTES

Wednesday, November 18, 2015

New Century Academy

Board Members:

- Present: Kelsey Dolge, Tony Ebert, Kevin Elton, Barb Haugen, Kathy Prellwitz, and Mikailya
- Absent:: Lindy Soderberg

Others Present:

- Jason Becker, Interim Director of Operations
- Lisa Grina, Administrative Assistant
- Aaron Leisen, Charter School Solutions
- Chuck Speiker, NEO
- Wendy Swanson-Choi - NEO

Proceedings:

- Meeting was called to order at 4:30 p.m. by Prellwitz
- No conflict of interest
- Approval of Agenda
 - Becker - add Action Items the I.O.W.A. appointment with MDE.
 - Becker - add to Consent Agenda the approval of para-professional contract sent out earlier
 - A motion was made by Rutten, seconded by Ebert, to approve the agenda
 - Motion carried.
- Consent Agenda
 - A motion was made by Elton, seconded by Dolge, to approve the Consent Agenda.
 - Motion carried.

School Board Training – On-going

- Leisen discussed Title funding
 - Encourage members to go to MDE website and type in Title I – there is a lot of good information to read.
 - Title I helps supplement schools.
 - It is allocated by child count, enrollment and student needs such as free and reduced lunches.
 - School applies with MDE.
 - Prellwitz – do they check to see what has been spent? They do a mini-audit annually and also a full audit.

Action Items:

- October Financials
 - A motion was made by Rutten, seconded by Elton, to approve the October Financials.
 - ADM 116.09 based on budget of 115. PSEO are not being counted at this time.
 - Revenue at 33% and Expenditures at 24%
 - Aaron and Jason will be meeting to develop revised budget to reflect changes.
 - Ebert – check 1786 hasn't cleared; it was a voided check.
 - Motion carried.
- Board Member Resignation
 - A motion was made Elton, seconded by Ebert to accept the resignation of Lindy Soderberg.
 - Prellwitz – a parent, Autumn Nomeland, is interested in the position.
 - Motion carried.

- Appointment / Election to Fill Open Board Position
 - A motion was made by Elton, seconded by Ebert, to appoint a new member.
 - Motion carried.
- Appointment of I.O.W.A. with MDE
 - A motion was made by Rutten, seconded by Haugen, to appoint Jason Becker as the Individual Officer with Authority for MDE.
 - This will allow Becker to allow various staff to access the different areas of the MDE website.
 - Motion carried.

Discussion Items:

- Finance Committee Report
 - Leisen – overall financial picture and the items to address. Nice to see efforts by staff and students to get more students.
 - Should take a look at the lunch program.
 - There are schools that have a positive food program; find out what they are doing.
- Policy Committee – Ebert and Elton
 - Met on Monday and covered four different policies.
 - 1st reading of Policy G – Board Committee Structure.
 - 1st reading of Policy H – Cost of Governance.
 - 1st reading of Policy I – Strategic Planning.
 - 1st reading of Policy J – Agenda Planning.
- Marketing / PR – Dolge and Rutten
 - Dolge - National School Choice Week. Working with Erickson on getting this underway.
 - Working with senior center for developing an “adopt a grandparent” program.
 - Rutten - Student council had a Halloween party that brought a total of 54 student; 20 of our students and the rest from other schools.
 - Fundraisers through student council. Movie nights have been planned.
 - A Veteran’s day program was held in conjunction with NDMA.
- Strategic Planning – Elton and Rutten
 - Needed to figure out what their role is.
 - Come up with their own definition. Highly mobile student population. What is the rubric to determine what is “successful at graduation”?
 - This would require the entire board and a workshop needs to be scheduled.
- Director Report
 - Student Update
 - Attendance is at 93.17% to date.
 - Retention is at 97% so far this year.
 - Student council as mentioned earlier.
 - Ongoing food drive.
 - Fall season of activities wrapping up and the Winter activities are starting
 - Students of the Month we awarded at a town hall meeting
 - Staff update.
 - McKenna Streeter is the new para-professional.
 - Stacy Huxford is now with NCA special education.
 - Hiring another special education teacher – 2 possibilities.
 - Sara Potts para-professional resignation.
 - Activity and Event Update
 - Peer partners – they have asked for another session so that they can go over more things in the review.
 - PLC groups looked at norms for the classroom.
 - PBIS ongoing
 - Andrew Nordin working with NCA to help get art in the classroom.
 - Conference attendance was at 75%. The format has changed back to the advisors contacting the parents.

- Enrollment Update
 - 124 – this included Greater MN students
 - ADM 116.
- Teaching and Learning
 - Producing art in their classrooms.
 - LIT
 - Norms - encouraged by decisions that have been made as a group.
- Financial
 - Concerned on money that is being spent on West Metro and don't know how long it can be sustained.
 - Teachers are controlling their purchasing.
 - Due to an incidents that occurred he is looking at custodial services. Looking at having cooperation from NDMA.
- Chairperson Report
 - NEO Report
 - Swanson-Choi revisited some of the key documents to understand the progress made.
 - By-laws need to be examined along with the NEO contract that has the goals. These items should be in a folder for easy reference. The notification of issues that was sent on June 16th need to be addressed. There are policies that are key to the law Section 124.
 - One of the questions that was raised on July 2013 is the fund balance policy. She noticed that the Financials had been moved from the consent agenda. She said NCA should be looking to mitigate the lunch loss.
 - These items have been on the burner for a long time and she expect that these would be front and center at board meetings.
 - Speiker – In his review he is looking at several indicators of success and compliance of governance.
 - He said an audit needs to be done on the By-laws and NEO contractual obligations. If there is no change to the By-laws there will be no change in behavior.
 - He made the comment that with all that is being said about charter schools NCA should be talking about strategic planning goal development. Take control of the school's destiny. Need to link things together and make it significant – tie to learning. Need to ask the question – are all students actively involved. Need to be making your case; impacting student lives and a benefit to the community. The contract is very specific. One success is that we have them coming to school. Need to get baselines and identify more markers. Make sure you are adhering to the By-laws.
 - Prellwitz – in order to change the By-laws what is the process. NCA would need to have legal counsel look at it first and it would need to be shared with NEO.
 - Discussion of Board Goals
 - Tabled.
 - Other
 - Tabled.
 - Student Council Report
 - No Report – student council representative was absent.
- Adjourn Meeting
 - A motion was made by Ebert, seconded by Elton, to adjourn the meeting. Motion carried.
 - Time of adjournment 6:22 p.m.