

Natural Science Academy
920 Holley Ave., Suite 3
St. Paul Park, MN 55071
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NSA Mission: Academic achievement through study and exploration of the natural world.

NSA Vision: Through its "Nature Immersion" curriculum, the Natural Science Academy will:

- Provide an exemplary elementary science program
- Cultivate and grow each student's connection to the natural world.
- Foster creative and critical thinking.
- Create and sustain a safe, supportive, nurturing community in which to learn, explore, and grow.

Board of Directors' Meeting Minutes

Tuesday, April 18, 2017

6:15 pm

Location: Natural Science Academy

Present: Ex-officio: Laura Ferguson, Kendra Hunding, Tracy Laferrire

Visitors: Rhiannon Sargent and Maggie Kane from ACNW, Meghan Creighton

I. Call meeting to order:

6:15 Laura Duffey calls the meeting to order.

II. Visitors/non-agenda items (*each visitor will have 5 minutes to speak without comment or discussion*) Call for public comment.

III. Laura Duffey calls to move to approve the agenda.

Agenda amended to move budget revision and FY2018 budget to consent items. Duffey moves to approve agenda, Bird seconds, unanimous.

- a. Consent Items - 1 min. (*Items that are routine and non-controversial and need no discussion. Will be approved by a single motion. Board members may request an item be moved to Discussion/Action items for individual consideration.*)
- b. Approve Feb. 21 and March 21 board meeting minutes
- c. (budget revision)
- d. (FY2018 budget)

Nichols moves to approve consent items, Owen seconds. Motion passes unanimously.

IV. Discussion/Action Items

- a. Reauthorization presentation from ACNW 30 minutes – Rhiannon Sargent

Rhiannon passed out the following materials: contracting timeline and process, contract exhibit summary

NSA is approved for a 3-year probationary contract (3-year contracts are always probationary)

Explains the proficiency index. Partially proficient students on MCA assessments are counted as being .5 of a proficient student in the numbers used to evaluate goal measures.

Final contract needs to be approved in the May or June meeting (July 1 deadline). Academic goals due to ACNW by May 15.

- b. Report election results - *Owen*

Engeldinger, Bird, Nichols elected to 3 year terms

Long discussion about changing by-laws and/or policies to include what happens to write-in candidates. Can write-ins earn a certain number of votes and be elected as opposed to appointed? Election policies need to be overhauled and very clear. Limit to how many times you can be appointed? What about elected? (Check statute on this)

- c. Can board do exit interviews for NSA staff – 5 min – *Kendra*

Andy Harder of EdVisions says they can legally be conducted, but the data cannot be shared at an open board meeting.

Board has the discretion to conduct these interviews, but the heart of the matter is that we need to know from Audubon what they meant about a lack of transparency in dismissal procedures.

- d. Review list of policies that the board has/needs to adopt – *Bird*

List was pointed out, Bird said next step is to meet as a policies committee.

- e. Review onboarding policies for new board members – 5 min – *Duffey*

Duffey summarized, particularly for Megan Creighton, the onboarding process.

- f. Present biographies of two potential board appointees: Megan Creighton and Jaime Roquebert – *Duffey*

Duffey asks if there are any concerns or questions? None mentioned. Plan made to appoint Megan Creighton as consent item in May, Roquebert in June. (Officers will be appointed in June as well)

- g. How board reviews Financial Evaluation Report – 5 min, *Duffey*

This is a question asked of David Greenberg, but he didn't get back to Laura Duffey. Does the board need to approve the audit? The monthly financial reports? What happens if we don't approve of the item? This is another thing that needs clarification from Audubon.

- h. Check-in: Review projects from strategic plan¹, to-do's: follow-up from Feb 21 meeting – *everyone*, Board calendar check-in – 5 mins. *Duffey*

To-dos: policy committee and personnel committee need to meet.

¹ At the Jan. 17 board meeting, several board projects were identified. Today is for review.

What kind of attorney can we have? Laura and Kendra would like a board member to help with the lease and also an attorney.

Bird moved to extend the meeting, Owen seconded. Meeting unanimously extended beyond 8:00 p.m.

V. Reports

a. Financial report – 5 mins. *Laferriere* (board approves report)

Overview given of FY2018

b. Marketing report – 5 mins. *Hunding*

Not much has happened. Café Zupas fundraiser made money. Would like help with marketing plan—redoing marketing materials is one part of the plan, but board help would be appreciated.

Open house on Thursday, April 20. Engeldinger and possibly Bird will be there.

K/New student roundup on Thursday, April 27.

c. Administrator's report/Mission Milestone – 5 mins. *Hunding*

- MAC Innovation awards, Subaru/National Wildlife Federation grant

Won a Subaru garden grant! Plants, bird feeders, topsoil, etc. We're a finalist for a MACS innovation grant, the innovation being elementary science.

Special education records review with no findings of noncompliance and nothing to correct.

Last trip was to Woodlake Nature Center, next one is a Padelford riverboat ride on the Mississippi.

May trip is to Crosby park.

VI. Board/Committee/Action deadlines

In the May 16 meeting, approve educational goals for ACNW contract. In June meeting, ACNW contract needs to be approved.

By May meeting, policy committee will have met and written election policy and PTO policy.

May meeting, report on self evaluations. Jared will send these.

Election outcomes needs to be put on the school website before May meeting.

VII. Adjourn Meeting

Nichols moves to adjourn meeting, Owen seconds. Meeting unanimously approved.