

## **Natural Science Academy**

920 Holley Avenue, Suite 3

Saint 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**

**Tuesday, August 16, 2016 6:15 p.m.**

**Location: Natural Science Academy**

**Board members present:** Krista Claude, Jared Bird, Katrina Nichols, Mike Engeldinger, Heather Owen

**Board members absent:** Steve Allwine, Laura Duffey

**Ex-officio present:** Kendra Hunding, Laura Ferguson, Tracy LaFerriere

**Visitors present:** David Greenberg, Maggie Kane

#### **I. Call Meeting to Order:**

- a. Jered Bird called the meeting to order at 6:15 pm.
- b. Krista Claude agreed to take minutes, given Steve's absence.
- c. NSA Mission and Vision read by Katrina Nichols.

#### **II. Visitors/Non-agenda items:**

- a. David Greenberg and Maggie Kane from ACNW.

#### **III. Consent Items:**

- a. *Approve agenda.* Krista Claude moved to approve agenda. Katrina Nichols seconded. Motion approved.
- b. *Approve July 12, 2016 Board meeting minutes.* Katrina Nichols moved to approve minutes without modification. Krista Claude seconded. Motion approved.
- c. *Approve Teacher on Call contract.* Katrina Nichols moved to approve. Mike Engeldinger seconded. Motion approved.

#### **IV. Discussion/Action Items:**

- a. *David Greenberg – ACNW.* David Greenberg overviewed the ACNW Charter School Reauthorization Process and answered questions. The first step will be NSA drafting the reauthorization application. The board will need to review and approve this application, with a submission deadline of Nov 15.
- b. *Review and approve NSA 5 Year Strategic Plan – Krista Claude* - The draft of the NSA 5 Year Strategic plan was discussed and some modifications were requested. Krista Claude will incorporate modifications and include the final version in the September board packet for final approval.
- c. *Discuss one year board goals – Krista Claude* – The template to draft one year board goals was discussed. All agreed to provide their input on one year board goals via email prior to the next board meeting. Krista Claude will send an email requesting this input with a specific due date. All input will then be consolidated and included in the September board packet for discussion.

- d. *Board member training check-in – Kendra Hunding* – We discussed the status of individual board training. Kendra Hunding reported that we are now MACS members. She will send the membership information as soon as she receives it. Board members are encouraged to leverage MACS training as it is free with our membership.
- e. *Appoint committees and workgroups* – The appointment of a marketing workgroup was tabled until we finalize one year board goals. Krista Claude moved to approve Finance Committee members of Jared Bird, Mike Engeldinger, Tracy LaFerriere and Kendra Hunding. Heather Owen seconded. Motion approved. Membership of the ACNW Contract Renewal workgroup will be Kendra Hunding, Laura Ferguson and Krista Claude. Membership of the Facilities workgroup will be Kendra Hunding, Katrina Nichols, and Mike Engeldinger. Heather Owen is considering whether she will lead the World’s Best Workforce committee, and requested additional information. Appointment of additional committees and workgroups was tabled until after we finalize one year board goals.
- f. *Discuss current school policies – Laura Ferguson* – Laura Ferguson overviewed the current process for developing new policies and reviewing existing policies. We all agreed that we should form a workgroup or assign an individual to implement a more sustainable process. We will discuss how to do this, including deliverables and timing, at the next meeting.
- g. *Discuss criminal background checks policy – Jared Bird*– We discussed the first draft of this policy and provided comments. Jared Bird will incorporate these comments and the policy will be reviewed for final approval at the next meeting.
- h. *Review board meeting dates and calendar working documents* – The drafts of these documents were discussed and modifications requested. Laura Duffey and Laura Ferguson will continue to work on these documents.

**At 7:53, Jered asked permission to extend the meeting past 8:00. All agreed.**

**V. Committee and Work Group Reports:**

- a. *Financial Report* – Finance committee reviewed the detailed financials. They also reported that the Audit was mostly completed in August, just finishing up some details. We will need to submit audit in November.
- b. *Marketing Report – Kendra Hunding/Laura Ferguson/Katrina Nichols* – Attended Newport Pioneer Days community event last Sunday. Went very well and had a few people express interest and take information. Kendra Hunding also shared an ad that was published in the Washington County Bulletin.
- c. *LEAP Report – Kendra Hunding* - LEAP phase 1 successfully installed on Aug 6 and it looks fabulous! Will start planning next phase soon.
- d. *Administrator’s Report – Kendra Hunding* - Enrollment is in the 83 to 86 range as of right now. Have Café Zupas fundraising dates secured for next year. No other fundraising planned yet.
- e. *Mission Milestone – Kendra Hunding* - LEAP phase 1. EE goal progress – new compost bin.

**VI. Set agenda for future Board meetings:**

- a. Final Strategic plan (Sept)
- b. 1 year board goals (Sept)
- c. Additional Workgroups and members (Sept)
- d. Policies workgroup (Sept)
- e. Criminal background policy (Sept)
- f. Board calendar discussion (Sept)
- g. ACNW contract reauthorization review (Sept)

**VII. Adjourn Meeting:** At 8:07, Krista Claude moved to adjourn the meeting. Heather Owen seconded. Motion approved.