



Board of Directors Meeting Minutes

MEETING NAME: <i>Board of Directors</i>	Meeting called to order by: Mike Engeldinger	MEETING DATE & TIME: March 20, 2018, 6:15 pm	Guests in attendance: Zach Fjelstad, SPED teacher at NSA		
MTG LOCATION: NSA Learning Lab	Time Meeting adjourned @:	MTG FACILITATOR: Interim Board Chair			
Board Member, Position:	Present	Board Member, Position:	Present	Ex-officio Members, Position:	Present
Mike Engeldinger, Interim Chair	x	Jaime Roquebert, Community Member	x	Kendra Hunding, Lead Teacher	x
Katrina Nichols, Secretary	x	Megan Creighton, Community Member	absent	Traci LaFerriere, Business Manager	absent
Heather Owen, Parent Member	x				
LEGEND: P = Present / C = Call in			Quorum meets (.50) of 5, rounded to the next wholenumber = 3; Members Present = 4		

Natural Science Academy Mission

- Academic achievement through study and exploration of the natural world.

Natural Science Academy Vision

- Through its "Nature Immersion" curriculum, the Natural Science Academy (NSA) 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

I. Call meeting to order- Engeldinger calls meeting to order at 6:15 pm.

II. Visitors & Non-agenda Items-

Zach Fjelstad explains he's interested in training current successful paraprofessionals to be SPED teachers. Our needs for SPED staff are going to increase. Zach would like our school to help current para Katie Camacho with funding to study SPED. Would like a policy written that limits the use of SPED funds for this purpose to only happen as needed. Federal flow-through funds spent on curriculum, pro dev, SPED director. We have \$7,000 left this year. Policy should be only if Federal funds are developed. Only for people pursuing SPED licensures. Only on an "as-needed" basis. Discussion about what the obligation to stay might be. Perhaps there should be an expectation of academic performance written into the policy. At will employment doesn't allow for an obligation to stay at NSA, but we could offer incentives. Hunding advocates talking to Traci LaFerriere and Andrea Harder. Engeldinger advocates for adding a line in the policy about reviewing this case by case. Rocquebert volunteers to grab the 3M policy for funding MBAs for employees. Zach volunteers to draft something and send to Nichols and Creighton for next week's policy committee meeting. Rocquebert moves to task policy committee with writing this policy, Owen seconds. Motion passes unanimously. (Fjelstad stays to observe.)

6:17:00 PM

III. Approval of the Agenda-

6:39 Rocquebert moves to approve agenda, Owen seconds, motion passes unanimously.

IV. Consent Items- Note that consent items are items to be approved via a single motion. However, individual items may be motioned to be moved to the Discussion/Action items section.

a. February 20, 2018 Board Meeting Minutes

b. Annual Election & Campaigning Policy

6:40 Nichols moves, Rocquebert seconds, motion passes unanimously

V. Discussion/Action Items

a. Kindergarden Enrollment Inquiry

6:41 Hunding explains from additional information not included in board packet that originally, it looked like a student turning 5 in December would be transferring from Kindergarten in NY to Kindergarten here, but it turns out that she wouldn't actually have attending K before moving to MN. Discussion is conclusive that this student will not be admitted early (for the 18-19 school year)

b. Epicenter Compliance Report

6:47 100% accuracy for ACNW epicenter submissions. Rocquebert asks what that means, and Hunding explains that ACNW hasn't asked for resubmission of the reports submitted. Not sure what "complete" means in the report--73/99? Hunding explains that Traci, Reina, and Hunding are all accountable for this. According to ACNW, we're doing very well. Rocquebert suggests being able to see in the quarterly check-ins we're doing now an audit of where the percentages come from. Rocquebert moves to revisit in 3 months (June meeting), Nichols seconds, motion approved unanimously

c. Discussion on Audubon Center of the North Woods (ACNW) Review of NSA's Board Minutes

6:57 Engeldinger says he's added the big areas - academic performance, ee goal performance, financial, BD training, Director Eval. Discussion is to invite Dan Jett to our May or June meeting. Rocquebert volunteers to invite Jett.

d. Update on Security Discussion from February's Board Meeting

7:10 Hunding wrote and sent home a letter. We've cracked down on expecting parents to call ahead before eating lunch with their kids and wearing name tags. Engeldinger asks for an update of what happened in result of the letter.

e. Update on Public Relations Policy

7:17

No update as policy committee has not met between last board meeting and this meeting.

f. Last Minute Annual Board Meeting/World Best Workforce Discussion- Tuesday, April 17, 2018 at 6:15 pm at NSA

7:18 Engeldinger volunteers to come in early to set things up. Advocates for sign-in sheet--asking Reina to print a roster of student parents so they can sign in easily. Nichols clarifies/reminds that write-in candidates, under the edited election policy, can be elected to 3-year terms. Discussion consensus is that we'll count ballots that night. Owen and Rocquebert will count ballots.

VI. Reports

- a. Financial Report & Financial Statements, presented by Traci LaFerriere**
7:29 Traci wrote the report and it's in the board packet. Financial committee did not meet due to LaFerriere's absence. Budget was revised so fund balance now meets the 25% mark and it's truer to our actual numbers. Owen moves to approve March financial report as well as the February cashflow statement, balance sheet, and income statement subject to audit. Rocquebert seconds. Approved unanimously.
- b. Legislative Session Report, As Issued by the Minnesota Association of Charter Schools (MACS)**
7:33
Discussion of legislative update
- c. Policy Committee, presented by Katrina Nichols**
7:43 Policy committee meeting next Tuesday, going to reprioritize the list
- d. Marketing Report, presented by Kendra Hunding**
7:44 Business manager of Church on administrative leave, which leaves the marketing next step--big lettering on the side of the school--in a lurch. Artist parent of a current student expressed interest in helping us revamp marketing materials
- e. Administrator's Report/Mission Milestone, presented by Kendra Hunding**
7:45
Seed sale process has begun! Kids design seed packets, package seeds, and sell packets. Order forms will be out by the end of the week. PAC will sticker envelopes.
- f. Parent Action Committee (PAC) Report, presented by Heather Owen**
7:48 Spoon full of talent was a success. Students signed up to share talents--less tied to school. Next event is May--park playdate. June is field day following graduation.
 - i. Spoonful of Talent Night (02/22/2018 at NSA)**
 - ii. Upcoming PAC Events**

VII. ACNW Compliance Check-in

- a. Academic Performance Contracted Goals- Report on progress on Academic Goals**
7:50
Presentation given by Kendra Hunding. Reading and math growth goal is 50%, reading and math proficiency is 50%, science growth and proficiency is 65%. First slide of data shows percentage of proficient kids across subjects at the September and Winter windows. Writing data was next. Third was about percentage of students who met growth targets. We discussed the low growth in 2/3 and contextualized it in relation to the teacher turnover. K/1s meet the growth goals and 4th and 5th graders meet them in some grades and some subjects.
- 7:59 Owen motions to extend meeting, Rocquebert seconds
- b. Environmental Literacy Plan (ELP)- Set future meeting for discussion.**
- c. Financial Performance of Current School Year-** The 2018 budget was revised and approved during March 2018 board meeting. The board will revisit this, and budget adjustments will be considered at the May board meeting.
- d. Board & Training Development-** Reminder to read Section 1 of the book "Trusting Teachers with School Success." Section 1 is three chapters consisting of 45 pages, and will be discussed at the May board meeting.
- 8:08 Rocquebert's employment law training needs to happen. He was signed up but didn't go due to snow. Creighton needs to do finance and employment law according to Hunding's training log.
- e. Lead Teacher Evaluation-** Set future meeting date for discussion.
- 8:15 Nichols gives a report of where the personnel committee is in the yearly timeline. Next step is to meet with Kendra for a mid-year review.

VIII. Board/Committee Upcoming Deadlines & Discussions

IX. Good & Welfare

- 8:16
Made \$2000 at Usborne Book Fair during conferences

X. Motion to Adjourn Meeting (non-debatable)

- 8:19 Nichols moves to adjourn meeting, Owen seconds. Motion passes

Next Meeting

Date and Time	Location	Description	Key Contact
Tuesday, April 17, 2018 at 6:15 pm	Natural Science Academy	NSA Annual Meeting	Any Board Member