

Natural Science Academy

A school named for environmentalist Michael Frome

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NSA Vision: To develop a "green" school for children where the facility, operations, and educational program reflect a commitment to the natural environment.

Board of Directors Annual Meeting Minutes

Tuesday, December 16, 2014

6:15 p.m.

Meeting Location: NSA

I. Call to order

The Board Meeting of Natural Science Academy was called to order at 6:20 PM on December 16, 2014.

Members Present: Jennifer Strong, Penny Barnes, Patrick Downs, Laura Duffey

Ex-officio: Traci LaFerriere- Business Manager, Kendra Hunding and Laura Ferguson- Ex-officio

Members and Ex-officio Absent: Suzanne Fried

Visitors: None

Reading of the NSA Vision

Laura Duffey read the vision.

Approval of Agenda:

Moved by Patrick Down, seconded by Laura Duffey, motion passes.

Approval of Minutes of November 18, 2014:

Moved by Penny Barnes, seconded by Jennifer Strong, motion passes.

Review of Direction Evaluation Tool:

A personnel committee should be developed to create an evaluation tool. Moved by Patrick Downs to appoint Kendra Hunding, lead teacher, and Laura Duffey, board member, to meet together to match the duties to the measuring tool, seconded by Jennifer Strong. They will report back with a progress update at the January meeting.

Review and Approve World's Best Taskforce Evaluation:

Moved by Laura Duffey, seconded by Penny Barnes, motion passes.

Review Authorizer Invoice:

The board reviewed and discussed the invoice.

Compliance Update:

Moved by Patrick Downs to adopt a board procedure for the board agenda. The rough draft board agenda will be sent out 14 days prior to the board meeting and the final board packet will be sent 8

days prior to the board meeting. These documents will be sent to all the board member and Reina Ferguson, compliance coordinator. This was seconded by Penny Barnes, motion passes.

School Performance Update:

Kendra Hunding proposed that at each board meeting the teachers can provide student achievement so board members have a sense of what is happening in the school.

School Projects Update:

Laura Duffey reported that the insurance company found no faults with the LEAP school yard and the only recommendation was to put more mulch around the large log; the mulch has already been added.

Review of Professional Development Plan:

It was discussed that a professional development plan needs to be created.

Review of Board Member Expectations:

There was a review of the expectations and there was a discussion to remind all the members of their duties.

Board Member Update:

Moved by Patrick Downs to remove Suzanne Fried immediately, seconded by Penny Barnes. Discussion: This would put our board member numbers below compliance. The motion did not pass.

Director/Board Member Conflict of Interest:

There was a discussion of having Reina Ferguson as an employee while Laura Ferguson is an ex-officio board member.

Approve a date for Strategic Planning and Goals:

A date was set for Tuesday, January 27th at 4:30 p.m. This will be located 6043 Hudson Rd., Woodbury, MN 55125, 1st floor conference room.

Approve Stipend:

The teachers of NSA taught an after-school Crazy 8's math club and Traci LaFerriere created a Math Club Stipend Pay Rate Policy. Moved to accept as printed by Penny Barnes, seconded by Patrick Downs, motion passes.

Financial Report:

The board reviewed the November Balance Sheet, Income Statement, Cash Flow Schedule, and Payment Register.

Adjourn Meeting:

The meeting adjourned at 8:41 PM.

Submitted,
Jennifer Strong, Teacher Board Member