

 <b>Board of Directors Meeting Minutes</b>			
<b>MEETING NAME:</b> Board of Directors	Meeting called to order by: Andrew Wirtz	<b>MEETING DATE &amp; TIME:</b> September 18, 2018 @ 6:15 pm	<b>Guests in attendance:</b> Amanda Wilcox
<b>MTG LOCATION:</b> NSA Learning Lab	Time Meeting adjourned @:	<b>MTG FACILITATOR:</b> Interim Board Chair	
<b>Board Member, Position:</b>	<b>Present</b>	<b>Board Member, Position:</b>	<b>Present</b>
Andrew Wirtz, Interim Chair	Present	Heather Owen, Parent Member	Present
Katrina Nichols, Secretary	Present	Zach Fjelstad, Treasurer	Present
<b>LEGEND: P = Present / C = Call in</b>		<b>Quorum meets (.50) of (4+1), rounded to the next whole number = 3; Members Present =</b>	

**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-**

**II. Visitors & Non-agenda Items-**

**III. Approval of the Agenda-**

6:20 Fjelstad moves to approve agenda, Nichols seconds, all say aye.

**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. Aug 21, 2018 Board Meeting Minutes  
6:22 Fjelstad moves to approve, Wirtz seconds, all say aye.

**V. Discussion/Action Items**

a. Audubon Center of the North Woods (ACNW) Notice of Concern Follow-up & Performance Data Request

Has this been resolved?  
Met with ACNW to follow up on this document. Clarifications they asked for will be sent soon.

b. Student handbook

6:23 NSA curriculum on pg. 4 and 18 states the incorrect year and has an incorrect board member. These should be changed. Fjelstad moves to approve the student handbook pending discussed corrections. Wirtz seconds. All say aye.

6:40 Beginning at the October meeting, Amanda Wilcox volunteers to join the board. Wirtz moves to appoint Amanda Wilcox to the board, term beginning Oct. 16, with the opportunity to be elected to a 3-year term at our next annual meeting this spring. Wilcox's term will be from Oct. 16 through the June 2019 meeting. Fjelstad seconds to move to discussion. Discussion question is "are we opening ourselves up to a conflict of interest?" Wilcox says no. LaFerriere points out that we've still got to find a community member. She suggests looking for partnerships with schools not in competition with us. Wirtz says he has contacts, and Fjelstad mentions a lead as well. Partnering with other school officials may be beneficial because they have expertise--if we can find something that's mutually beneficial. Hunding says a call for community board members will go out in the first school newsletter. Voting on Wilcox's appointment -- all say aye.

**VI. Reports**

a. Financial Report & Financial Statements, presented by Traci LaFerriere

Updated budget reflecting changes in staffing  
6:25 Fjelstad moves to accept our financial report, Wirtz seconds, all say aye.

b. Minnesota Association of Charter Schools (MACS) Charter Report  
6:27 No report at this time.

Onboarding- New Member Orientation & Beyond  
6:27 Wirtz reminds board that we'd discussed looking into MACS onboarding resources. There was discussion about doing more in-house onboarding, but Wirtz points out that it may be beneficial to look for resources.

c. Policy Committee, presented by Katrina Nichols

6:29 Zach has joined the policy committee, will meet before next board meeting. Fjelstad moves to accept the report, Wirtz seconds, all say aye.

d. Marketing Report, presented by Kendra Hunding and Heather Owen

6:31 Letters on the outside approved by landlord. There's a billboard on Highway 61 we've got our eyes on. Would increase visibility. Fjelstad moves to accept report, Wirtz seconds, all say aye.

e. Administrator's Report/Mission Milestone, presented by Kendra Hunding

6:32 Year seems good so far. Feel confident in staff. Enrollment is 91. MAP testing started today successfully. New log structures are a big hit. We need some tweaks to the seesaw due to pinch points. Kids like the balance beams and sand. First EdVenture will be to Crosby. Otters on Big River Journey. We may have to stop doing this trip due to transportation issues. We can't use 833 buses for that because of timing, Hastings is prohibitively expensive. We're renting vans this time, but are unsure of the sustainability of that. Fjelstad moves to approve, Wirtz seconds, all say aye.  
Report on school year start up and new staff

f. Board Continuing Education  
6:35 Fjelstad and Wirtz still need to complete all three trainings. LaFerriere brings up that we decided we'd add a

g. Parent Action Committee (PAC) Report, presented by Heather Owen  
6:39 Report given by Wirtz. Camping trip happened, first meeting, and first newsletter happened.

h. Works Best Workforce (WBWF)

6:51 Annual report due Nov. 1--reminder. Needs to be approved at Oct. board meeting. Fjelstad moves to accept the WBW report. Wirtz seconds, all say aye.  
ACNW with annual report due Nov. 1 and MDE in December

**I. Project LEAP Update, presented by Andrew Wirtz**

Progress on fence, boulders

6:54 Remaining logs will be cleaned up by the time the snow flies. Fence--cost write-ups and material bids plan to be ready by Oct. meeting. Boulders? Hunding says that we don't have an update about boulders. Window will close when snow flies, so we may have to wait until spring. Fjelstad moves to accept report, Wirtz seconds, all approve.

**VII. ACNW Compliance Check-in**

Talked about notice of concern in discussion items.

**VIII. Good & Welfare**

**IX. Motion to Adjourn Meeting (non-debatable)**

6:57 Fjelstad moves to adjourn. Wirtz seconds. All say aye.

**Next Meeting**

Date and Time	Location	Description	Key Contact
Tuesday, October 16, 2018 @ 6:15 pm	Natural Science Academy	NSA Board Meeting	Any Board Member