

NEW MILLENNIUM ACADEMY

School Board Meeting Minutes

Date: April 13, 2017

Time: 6:06 PM – 8:30 PM

Location: 5105 Brooklyn Blvd

Brooklyn Center 55429

Room: Lecture Room 107

Timekeeper:

Facilitator: See

AGENDA:

Minutes: Jill Drum

Interpreter: N/A

RECORDING BEGAN AT 6:06PM

1. **Opening and Welcome:**

A. Roll Call of Board Members Present

See Xiong, Joanne Hager, Mai Ying Vang, Heidi Pendroy, Jill Drum Steffens, Yee Yang (ex-officio)

Absent: Sean Lee, Amee Xiong, My Nang Thao, Chuck Herdegen (ex-officio)

D. Approval of the Agenda

amendment:

i. Item 7: correct spelling of “updated”

ii. Removal of 4A, replaced with Approval of Building Sign

See Xiong motioned to approve the amended agenda. Heidi Pendroy seconded and the agenda was approved unanimously.

E. Guest:

Halee Vang

F. Public Comments

No public comments this meeting

2. **Review and Approval of Board Minutes**

A. March 6, 2017 Special Minutes

amendments:

B. March 9, 2017 Minutes

amendments:

change “agenda” to minutes

C. March 16, 2017 Special Meeting minutes

amendments:

remove estimation cost of bleachers

See Xiong motioned to approve all amended March minutes. Joanne Hager seconded and the March minutes were approved unanimously.

3. **Treasurer Reports**

A. Approval of February Financial Statement and Management Report

i. Heidi Pendroy shared the Financial Statement with the Board.

See Xiong motioned to approve the February Financial Statement and Management Report. Joanne Hager seconded the motion and the motion was approved unanimously.

4. New Business

A. Approval of Building Sign

i. A plan for signage on the building and a free-standing marquee was shared with the Board. Installation will take about eight weeks. Back-lighting the sign will cost an additional \$12,000.

1) Signation Sign Group

ii. This company has worked with the school previously.

2) Apparently Graphic, LTD.

i. This proposal is at a lower-cost and recommended by Yee Yang.

See Xiong motioned to approve work with Apparently Graphic, Ltd. for academy signage under a \$70,000 budget. Heidi Pendroy seconded and the motion was approved with five in favor and one abstaining vote.

My Nang Thao arrived to the meeting at 6:32 PM

B. Approval of Speech Pathologist Contract (Word of Mouth, Ltd)

i. Contract will approve continued use of Speech Pathologist to supplement the .5 requirement, fulfilling IEPs

Joanne Hager motioned to approve Speech Pathologist Contract with Word of Mouth, Ltd. Heidi Pendroy seconded the motion and the contract was approved with five in favor and one abstaining vote.

C. Mandy Saldo Contract (Skyward Consultant)

i. This position was posted in October and the resume and contract for Mandy Saldo is recommended. The contract proposes off-site consultation and data entry as well as staff training.

Amendments:

i. Some spelling corrections within Background and Services

ii. Addition of confidentiality clause

See Xiong motioned to approve consultant contract with Mandy Saldo as amended. Jill Drum Steffens seconded the motion and the motion carried unanimously.

D. Approval of 2017-2018 School Calendar

i. Two drafts were shared with the Board. The recommendation is to approve the second draft which aligns winter break with local public schools. The new calendar increases new teacher days from one day before returning teachers.

See Xiong motioned to approve the 2017-2018 Calendar Version 2. Joanne Hager seconded the motion and the calendar was approved unanimously.

E. Discussion and Filling Board Vacancy

i. The Board is currently seated at eight Board members with the removal of a member. Discussion was held about maintaining the nine Board model for the remaining two months.

See Xiong motioned to keep the Board at an eight member model until the Election and seating in July. My Nang Thao seconded the motion and the motion was approved with five in favor, one abstaining and one opposing vote.

F. Technology options for staff

i. Dao presented options for laptop options for replacing staff technology.

ii. Most current staff laptops are roughly eight years old and come from surplus.

iii. Purchased laptops will support classroom technology and will keep up with updated software and the recommendation is to replace all laptops at the same time for ease in updating and repair: i5 processor, SSD, minimum 8G RAM requirements

iv. Dao will share proposals with the Board via email.

5. **Old Business**

A. Executive Director Review

- i. Discussion about the groups who would take the survey for the ED review.
- ii. Approval is needed for the timeline and the process for the review.

Amendments:

- i. Removal of parents from the survey process, to be given a separate school satisfaction survey and change the academic department staff to those that are observed by the ED.

Heidi Pendroy motioned to accept the amended Process, Timeline and Questions for the Executive Director Review. Mai Ying Vang seconded the motion and the motion was approved unanimously.

B. FOE update

- i. Yee Yang contacted the attorney last week and states he remains confident after negotiations with FOE. The earliest notice could be received by April 21.

C. Board election update

- i. There are currently no applicants for the open Board positions. There is a parent meeting on April 20 and a reminder will be given at that time.

My Nang Thao left the meeting at 7:53 PM

6. **Administrative Report**

A. Director Report

- i. Appreciation week for Educators will be May 1-5 and Administration will be April 26-28.

B. Academic Report

- i. Students will begin MCA testing weeks on Monday, April 17.
- ii. Previously Lead Teacher meetings were held, Principal Vang organized the Instructional Leadership Team with representation from more departments in the school as well as administration to shift decisions and discussions to have more input.

C. Staffing

- i. Three staff left their positions in March and those positions have been posted. There is still a math position for middle school open. Staff intending to return next year have provided their letter by April 3, those who have not may be asked to reapply for their position next year.

D. Marketing/Recruitment

- i. 676 students are currently enrolled. Next meeting enrollment and class size will be updated for next year.
- ii. Letter of Intent to return was sent to families and some new families have already registered for next year. The student goal is 700 for next year.

E. Out of state training/schools visit Report

- i. Principal Vang and Director Yee visited California to meet with the Coach, Lee Yang and visit other Hmong schools. Principal Vang shared about the visit and the knowledge attained to grow the satisfaction, academics, and alignment of NMA.
- ii. Lee Yang will visit New Millennium Academy from April 22-25 to begin the planning process. Airline fare will be discussed with the Executive Team.

7. **NMA Board Committee Update**

No updates were provided.

8. **Next regular board meeting date**

May 11, 2017 6:00 PM

9. Adjourn Meeting –

See Xiong motioned to adjourn the meeting at 8:27PM. Heidi Pendroy seconded the motion and the meeting was adjourned unanimously.