**Board of Directors Minutes**

**August 12, 2019**

1. **Welcome and Call to Order by Bridget Mealman, Board Chair at 6:05 p.m.**
   1. Roll call
      1. Board members: Bridget Mealman, Terence Jones, Janie Yang and Kinley Vang
      2. Ex-offcio: Bao Vang
      3. Guests: Stephanie Steen, Stephanie Wheelock, Melissa Long, Heidi Pendroy, and Beth Finch

1. **Review Agenda for July 17, 2019 Meeting Bridget Mealman, Board Chair**
   1. The agenda was reviewed by the Board of Directors. Motion to approve the agenda was made by Terrence Jones and seconded by Janie Yang.
   2. All voted in favor.
2. **Review Minutes of June 6, 2019 Meeting** **Bridget Mealman, Board Chair**
   1. The Board minutes was reviewed.
   2. Terence Jones motion to approve the June Board minutes, seconded by Janie Yang
   3. All voted in favor.
3. **Financial Report Tyler Dehne, Bergan KDV**
   1. Tyler Dehne represented the Financial Statements to the Board of Directors. Current ADM is at 735. Cash balance 3.1 million with Federal receivable at a higher level than last year. SPED line item is overbudgeted due to utilization of long-term substitute teachers. Year end balance is at a deficit due to investment in the classroom and repair and maintenance.
   2. Janie Yang motion to approve the Financial Report, seconded by Kinley Vang
   3. All voted in favor.
4. **GMS Partnership Melissa Long**
   1. Melissa Long introduce herself to the Board as part of the partnership with GMS.
   2. She’s excited to be partnering with NMA and looks forward to coming to more board meeting in the future.
5. **Board Development Beth Finch**
   1. Beth Finch presented to the Board of Director about training and support from Charter Source
   2. She is a co-founder and has over 18 years of experience
   3. The fee for the Board training and development will be paid for through the partnership with GMS
   4. Terence Jones motion to approve working with Charter Source, seconded by Janie Yang
   5. All voted in favor.
6. **Policy Terence Jones**
   1. The Board reviewed Policy 410 Employee Ethics & Conflict of Interest
      1. Terence Jones motion to approve the policy, seconded by Kinley Vang
      2. All voted in favor.
   2. The Board reviewed Policy 422 Employee Use of Social Media
      1. Terence Jones motion to approve the policy as amended, seconded by Kinley Vang.
      2. All voted in favor.
   3. The Board reviewed Policy 522 Student Use of Social Media
      1. Terence Jones motion to approve the policy as amended, seconded by Janie Yang.
      2. All voted in favor.

1. **Vehicle Loan Proposal from Bridget Water Bank Bao Vang**
   1. Bao Vang presented the loan proposal from Bridge Water Bank for the 5 vehicles that NMA plans to purchase
   2. The proposal calls for a banking relationship transfer request of $500,000 to open an account at Bridget Water Bank
   3. Terence Jones motion to approve the loan proposal of financing the 5 vehicles with Bridge Water Bank and transfer $500,000 to open an account at Bridge Water Bank. The motion was seconded by Janie Yang
   4. All voted in favor
2. **CEO Report Bao Vang/Stephanie Steen & Kevin Xiong**
3. Strategic Plan Update –
   * Academic Leadership Team worked during the summer based on gap identification to ensure that the school starts strong this year. Amazing work from the various committees were one and administration feels really prepared to start the new school year.
   * Committee groups have been presenting during workshop week to teachers about these new changes.
4. ANET Partnership - NMA's partnership with ANET – Stephanie
   * ANET is an Education Nonprofit organization that we contract with to provide addition support to the school for the next three years.
   * ANET provides support in the area of alignment to standards assessments and much more.
   * 4 Interim assessments will be conducted per year for reading and math
   * Coaching support will also be provided to the Academic Leadership Team
5. Innovation Research Zone school –
   * Bao updated the board that our 3HC Innovation zone application has been approved by MDE. We are now an Innovation Zone site.
   * Two committees had been established to jump start the Innovation Zone work, one focusing on Hmong Language and Culture and the other one on SWIRL Technology Integration.
6. Charter Renewal Application –
   * Administration is working on the charter renewal. Historical data has been analyzed and the work is progressing.
   * Will incorporate Innovation Zone into application.
   * Plan is to submit the application by 9/1/2019
7. Revised Budget
   * NMA’s students that are eligible for free and reduced meals have been reducing. Because NMA feeds all students for free, this will have a budget implication over $100,000 that will need to come out of general fund.
   * Additional drivers will also be hired now that NMA has five vehicles
   * Revised budget will be presented to the Board at the October meeting once all adjustments are made
8. Transportation
   * Drivers have been hired
   * Vehicles have been DOT inspected
   * 3 drivers ready to go right away, 2 are awaiting behind the wheel license
9. Science room update
   * Delay in science room renovation due to wrong parts being ordered
   * Plan is to get the renovation done prior to school starting
10. Open House
    * Open house is scheduled for 8/20/2019 from 5:00-7:00 p.m.
    * Invitation is extended to all Board members
11. **Meeting Adjourn at 8:00 p.m**.