

## **Board Meeting Minutes February 11, 2019**

### **1. Welcome and Call to Order**

- a. The Board meeting was called to order by Board Chair, Bridget Mealman at 6:0
- b. Roll Call of Board Members: Chonburi Lee, Angela Lee, Bridget Mealman, Heidi Pendroy, Ker Vang
- c. Ex-officio: Bao Vang
- d. Guests: Chuck Herdegen, Jeanene Miller, Kevin Xiong, Stephanie Steen, Jonathon Pierpont, Liz Wynne, Friends of Education

### **2. Review Agenda for February 11, 2019 Meeting**

- a. Board agenda was reviewed by the Board of Directors.
- b. Chonburi Lee made the motion to accept the agenda.
- c. Ker Vang seconded the motion.
- d. Motion passes.

### **3. Review Minutes of January 14, 2018 Meeting**

- a. Board minutes were reviewed by the Board of Directors. No changes made.
- b. Heidi Pendroy brought forward the motion to approve the minutes.
- c. Chonburi Lee seconded the motion.
- d. Motion passes.

### **4. Review Financial Report**

- a. Financials and supplemental information were presented by Chuck Herdegen. Spending is on track. Enrollment has been increasing
- b. Chonburi Lee motioned to approve the December financial statements and supplemental information.
- c. Heidi Pendroy seconded the motion.
- d. Motion passes.

### **5. Policies**

- a. **Wellness**
  - i. Wellness Policy discussion was led by Kevin Xiong.
  - ii. Edit to page 8- deletion of “yearly marathon”
  - iii. Chonburi Lee motion to approve to Wellness policy
  - iv. Heidi Pendroy second to the motion
  - v. Motion passes.
- b. **Health Insurance**
  - i. Policy discussion for Health Insurance led by Kevin Xiong.
  - ii. Statute 124 e.12 subdiv 5 change
  - iii. Heidi Pendroy motion to approve Health Insurance Policy
  - iv. Angela Lee second to the motion

- v. Motion passes
- c. **Record Retention**
  - i. Policy discussion for Record Retention led by Kevin Xiong.
  - ii. Add link/ attachments to retention schedule.
  - iii. Chonburi Lee motion to approve to Record Retention policy.
  - iv. Heidi Pendroy second to the motion.
  - v. Motion passes.

**6. Election Committee report**

- a. Timeline discussed and changes made.
- b. Election timeline shared with the entire Board.
- c. Chonburi Lee motion to accept timeline with adjustments to dates.
- d. Second by Ker Vang.
- e. Motion passes.

**7. CEO Report**

- a. Bao reported on the Site visit with Friends of Education on January 28 following completion of the second rotation of FASTbridge.
- b. Stephanie reported on FASTbridge winter data
- c. Bao reported on work progress with Great MN Schools. The process began in October with the internal assessment. Additionally, an internal committee has been meeting and working on goals and strategies as part of a three year plan. Strategic plan will be presented at the next meeting.
- d. Bao shared that NMA will be converting to a Cloud base server as well as upgrade to Office 365. This will be better for record retention and security.
- e. Tabled items of Class Measure Report and Insight Survey Results to next meeting due to lack of time.

**8. Adjourn**

- a. Ker Vang moved to adjourn at 8:13 pm
- b. Seconded by Heidi Pendroy.
- c. Motion passes.