

New Millennium Academy - District # 4143-07
Board of Directors
January Board Meeting Minutes – 1/11/2021
Virtual Meeting

Vision:	<i>New Millennium Academy develops global leaders who transform the world.</i>
Mission:	<i>The New Millennium Academy Community prepares learners for life, engages them in high academic achievement, and fosters cultural pride and identity.</i>
Board of Director Role:	<i>To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.</i>

MINUTES

TOPIC	MINUTES												
Welcome and Call to Order	<p>The NMA Board meeting was called to order by Board Vice Chair, Kinley Vang at 5:02pm.</p> <p>A. <u>Roll Call</u></p> <ul style="list-style-type: none"> • <u>Board Members:</u> Chonburi Lee, Bridget Mealman, Terence Jones, Janie Yang, Kinley Vang, Ker Vang • <u>Ex-Officio:</u> Kevin Xiong • <u>Guests:</u> Tyler Dehne, Mai Ka Yang, Stephanie Steen, Beth Finch, Vong Vang, Melanie Eicher, Emily Loose, Thomas Thao <p>B. <u>Public Comments:</u> None</p> <p>C. <u>Call for Board Conflict of Interest Disclosures:</u> None</p> <p>D. <u>Board Virtual Meeting Expectations:</u> Kinley Vang went over virtual meeting expectations and ensured all board members could hear each other.</p>												
Review Agenda	<p>A. Reviewed today’s agenda.</p> <ol style="list-style-type: none"> a. Updated the facilitator from Terence Jones to Kinley Vang. Terence Jones will be leaving the board meeting early. b. Terence Jones motioned to approve the January 11, 2021 agenda as amended. Seconded by Ker Vang. c. All voted in favor. <table border="1" style="margin-left: 20px;"> <tr><td>Ker Vang</td><td>Yes</td></tr> <tr><td>Bridget Mealman</td><td>Yes</td></tr> <tr><td>Terence Jones</td><td>Yes</td></tr> <tr><td>Chonburi Lee</td><td>Yes</td></tr> <tr><td>Janie Yang</td><td>Yes</td></tr> <tr><td>Kinley Vang</td><td>Yes</td></tr> </table> d. Motion passes. 	Ker Vang	Yes	Bridget Mealman	Yes	Terence Jones	Yes	Chonburi Lee	Yes	Janie Yang	Yes	Kinley Vang	Yes
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<p>Review December Board Meeting Minutes</p>	<p>A. Reviewed the minutes from December 14, 2020.</p> <p>a. Chonburi Lee motioned to approve the December 14, 2020 meeting minutes. Bridget Mealman seconded.</p> <p>b. All voted in favor.</p> <table border="1" data-bbox="800 338 1252 569"> <tr><td>Ker Vang</td><td>Yes</td></tr> <tr><td>Bridget Mealman</td><td>Yes</td></tr> <tr><td>Terence Jones</td><td>Yes</td></tr> <tr><td>Chonburi Lee</td><td>Yes</td></tr> <tr><td>Janie Yang</td><td>Yes</td></tr> <tr><td>Kinley Vang</td><td>Yes</td></tr> </table> <p>c. Motion passes.</p>	Ker Vang	Yes	Bridget Mealman	Yes	Terence Jones	Yes	Chonburi Lee	Yes	Janie Yang	Yes	Kinley Vang	Yes
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<p>November Financial Reports</p>	<p>A. Tyler Dehne presented NMA’s November Financial and Supplemental Reports.</p> <p>a. The working budget projects an annual surplus. The food service budget projects to break even. A few updates were made to the statement of expenditures. This included: instructional supplies (NMA went over budget after \$25,000 in workbooks were purchased), furniture/equipment and dues/memberships. Updates were made accordingly to current year to date expenditures; increases were based on prior activities to ensure NMA has enough budget cover what was spent more last year.</p> <p>b. Janie Yang motioned to approve the November financial and supplemental reports. Terence Jones seconded.</p> <p>c. All voted in favor.</p> <table border="1" data-bbox="800 1192 1252 1423"> <tr><td>Ker Vang</td><td>Yes</td></tr> <tr><td>Bridget Mealman</td><td>Yes</td></tr> <tr><td>Terence Jones</td><td>Yes</td></tr> <tr><td>Chonburi Lee</td><td>Yes</td></tr> <tr><td>Janie Yang</td><td>Yes</td></tr> <tr><td>Kinley Vang</td><td>Yes</td></tr> </table> <p>d. Motion passes.</p> <p>B. Chonburi Lee spoke briefly about the Treasurer’s report.</p>	Ker Vang	Yes	Bridget Mealman	Yes	Terence Jones	Yes	Chonburi Lee	Yes	Janie Yang	Yes	Kinley Vang	Yes
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<p>Board Committee</p>	<p>A. Board Vice Chair, Kinley Vang reviewed three policies: Maltreatment of Minors/Mandatory Reporting, Student Medicine in School, Mandated Reporting of Child Neglect or Physical or Sexual Abuse.</p> <p>a. A request was made to “block” documents to justify the body of each policy. In addition, verbiage was added into the two policies: Maltreatment of Minors/Mandatory Reporting and Mandated Reporting of Child Neglect or Physical or Sexual Abuse to notate “A copy of the full policy is available upon request” and “A summarized version can also</p>												

be found in the Employee Handbook.” Reviewed all verbiage in the policy: Student Medicine in School to ensure consistency with spelling out “New Millennium Academy.”

b. Terence Jones motioned to adopt and approve the policies: Maltreatment of Minors/Mandatory Reporting, Student Medicine in School, Mandated Reporting of Child Neglect or Physical or Sexual Abuse as amended by discussion. Chonburi Lee seconded.

c. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Terence Jones	Yes
Chonburi Lee	Yes
Janie Yang	Yes
Kinley Vang	Yes

d. Motion passes.

B. Terence Jones proposes to establish a Facilities Committee and have that committee report to the board quarterly on the oversight of the entire facility such as activities, financials of the Building Company, and facility updates. Ker Vang’s expertise in real estate and property management is an advantage and would be a great fit.

a. Terence Jones motion 1) to establish the committee, 2) title the committee as “Facilities Committee,” 3) task the Facilities Committee with a) oversight of NMA’s Building Company Committee b) oversight of school facilities, c) reporting to the board quarterly on facilities general and specifically evaluating if NMA’s facility is in compliance with federal and legal requirements d) further tasks as appropriate and 4) include the board treasurer or someone from the Finance Committee on the financial performance of the Building Company. Janie Yang seconded.

b. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Terence Jones	Yes
Chonburi Lee	Yes
Janie Yang	Yes
Kinley Vang	Yes

c. Motion passes.

d. Bridget Mealman nominated Ker Vang as the Facility Committee Chair. Ker Vang accepted. Kinley Vang seconded.

e. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Terence Jones	Yes
Chonburi Lee	Yes
Janie Yang	Yes
Kinley Vang	Yes

f. Motion passes.

C. Kinley Vang opened discussion about board training. Bridget Mealman sent an email prior to today's board meeting to request all board members to participate in the Pandemic Series training. Kinley reviewed the different types of training available by Charter Source. All training completed should be shared with Kevin by the end of the year.

D. Each committee provided an update.

a. Kinley Vang provided a quick update on discussions during the Governance Committee meeting. This included further discussion on the onboarding handbook for Board of Directors, compliance and policies.

b. Chonburi Lee provided an update on discussions during the Finance Committee meeting which included financial costs analysis, salary study for staff which will come to board for review in February and upcoming finance trainings to include costs and purchases.

c. Janie Yang provided an update on the Academic dashboard. This will be brought to the February board meeting for review.

E. The Board of Directors reviewed the Governance Committee meeting minutes from December 16, 2020, Finance Committee meeting minutes from January 6, 2021 and Academic meeting minutes from January 4, 2021.

a. Janie Yang motioned to approve the Governance Committee meeting minutes from December 16, 2020, Finance Committee meeting minutes from January 6, 2021 and Academic meeting minutes from January 4, 2021. Bridget Mealman seconded.

b. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Chonburi Lee	Yes
Janie Yang	Yes
Kinley Vang	Yes

c. Motion passes.

NOTE: Terence Jones left the board meeting at this time.

Executive Director Update

- A. Kevin Xiong provided an update on attendance. Enrollment remains consistent at 784.
- B. Kevin Xiong provided an update on NMA’s Data Dashboard.
 - a. The Academic Committee would like to review, edit and approve the Data Dashboard before bringing it to the board for review during February’s board meeting.
- C. Stephanie Steen presented on NMA’s Fastbridge data.
 - a. The assessment for winter was administered before Winter Break. There are challenges in growth, but we have to take into consideration all aspects that contribute to this decline including test security, virtual learning, and learning loss. The academic team will put a plan together to target scholars for additional support.
- D. Kevin Xiong provided an update on a grant NMA received from the Department of Human Services in the amount of \$36,683 with funding to support mental health and families with virtual therapy sessions.
- E. Stephanie Steen, Mai Ka Yang and Kevin Xiong presented Quarter 3 learning.
 - a. The administration team recommends NMA to move forward with hybrid learning for Quarter 3. Hybrid learning would include K-4 scholars with 26 scholars per class (opening up one class per grade level). An action step plan has been put in place to help guide all hybrid staff and teams to open up hybrid safely and smoothly. Mai Ka Yang covered steps NMA took to make phone calls out to families – NMA put together a team of several team members to reach out to NMA families; spoke about the two options we have available for our scholars. NMA currently has 107 confirmed scholars.
 - b. The Board of Directors has requested for the administration team to retake classroom measurements and re-evaluate class sizes.
 - c. Bridget Mealman motion to approve the recommendation from the school leadership for the Quarter 3 learning model being hybrid and distance thus re-evaluate the class size recommendation of 26. Seconded by Chonburi Lee.
 - d. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Chonburi Lee	Yes

Janie Yang	Yes
Kinley Vang	Yes

e. Motion passes.

F. Kevin Xiong presented the revised school calendar to reflect school day changes. With the amendment of the calendar, Quarter 3 would begin on January 26, 2020.

a. Chonburi Lee motion to approve the amendment request to have Quarter 3 begin on January 26, 2020. Seconded by Janie Yang.

b. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Chonburi Lee	Yes
Janie Yang	Yes
Kinley Vang	Yes

c. Motion passes.

G. Kevin Xiong provided an update on the PPP Loan. The forgiveness loan application has been submitted. Kevin will provide the board with an update as soon as NMA receives final decision.

H. Kevin Xiong proposes NMA purchase an additional bus to support hybrid learning by using our CARES fund. PSA was approved by the state to use COVID-19 relief funds to purchase additional busses.

a. Janie Yang motion to approve the purchase of an additional bus using NMA's CARES funding. Bridget Mealman seconded.

b. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Chonburi Lee	Yes
Janie Yang	Yes
Kinley Vang	Yes

c. Motion passes.

I. Mai Ka Yang provided an update to compliance reports completed between December 14, 2020 and January 11, 2021.

a. All compliance reports are submitted and are up to date.

Adjourn

A. Chonburi Lee motion to adjourn the meeting at 7:01pm. Ker Vang seconded the motion.

a. All voted in favor.

Ker Vang	Yes
Bridget Mealman	Yes
Chonburi Lee	Yes
Janie Yang	Yes

		Kinley Vang	Yes	b. Motion passes. Kinley, Vice Chair adjourned the meeting at 7:01pm.
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