

BOARD OF DIRECTOR MINUTES

July 13, 2020

1. **Welcome and Call to Order:** The NMA Board meeting was called to order by Board Chair, Bridget Mealman at 5:01pm.
 - a. Roll Call
 - Board Members: Chonburi Lee, Bridget Mealman, Terence Jones, Janie Yang, Kinley Vang
 - Ex-Officio: Kevin Xiong
 - Guests: Stephanie Steen, Mai Ka Yang, Tyler Dehne, Bao Vang
 - b. Public Comments: None
 - c. Call for Board Conflict of Interest Disclosures: None
 - d. Board Virtual Meeting Expectations: Bridget Mealman went over virtual meeting expectations and ensured all board members could hear each other.

2. **Review Agenda**
 - a. Reviewed today’s agenda. Remove Conflict of Interest from the agenda.
 - b. Chonburi Lee motioned to approve the agenda as amended. Seconded by Janie Yang.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

- c. Motion passes.

3. **Review Minutes**
 - a. Reviewed the minutes from June 8, 2020.
 - b. Reviewed the special meeting minutes from June 23, 2020. Updated the start date on 3c from “July 8th” to “July 1st.”
 - c. Reviewed the special meeting minutes from June 26, 2020.
 - d. Chonburi Lee motioned to approve all the minutes as amended. Kinley Vang seconded.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

e. Motion passes.

4. Review May Financial Reports

- a. Tyler Dehne presented NMA’s May Financial Statements and Supplemental reports as illustrated in financial documents.
- b. Enrollment and revenue is on track.
- c. Janie Yang motioned to approve the May Financial reports. Chonburi Lee seconded.
- d.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

e. Motion passes.

5. Thrive Evaluation

- a. Reviewed the Thrive CEO Summary.
- b. Terence Jones motion to accept the performance evaluation for Thrive. Kinley Vang seconded.
- c.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

d. Motion Passes.

6. Officer Election

- a. Terence Jones has been nominated as Board Chair. Kinley Vang has been nominated as the Vice Chair. Bridget Mealman has been nominated as Secretary. Chonburi Lee has been nominated as Treasurer.
- b. Janie Yang motioned to approve the Board Officer Election nominations for the 2020-2021 school year. The motion was seconded by Terence Jones.
- c.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

d. Motion Passes.

7. New Millennium Academy Building Company Board Appointment

- a. Administration would like to appoint Mai Ka Yang and Jonathan Yang as the two building company board members along with Tyler Dehne.
- b. Terence Jones motion to appoint Mai Ka Yang, Jonathan Yang and Terence Jones to the New Millennium Academy Building Company Board. Janie Yang seconded.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

c. Motion passes.

8. Contracts

- a. Mai Ka Yang presented four contracts needing board approval.
- b. NMA will no longer contract with OTS and will contract with PSA and Sunrise directly to decrease the fees for NMA.

- c. There is a 6% increase to the Hanover insurance coverage for SY2021 due to the increase of vehicles (busses).
- d. NMA will continue to utilize Designs for Learning’s SpEd Director and School Psychologist for SY2021.
- e. Chonburi Lee motion to approve all the Sunrise, Designs for Learning, Hanover and Prairie Seeds Academy contracts with the change of the start and end time to the Sunrise Contract. Kinley Vang seconded.

f.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

g. Motion passes.

9. Annual Designations

- a. NMA’s two bank depositories are Venture Bank and Wells Fargo.
- b. Recommendation to the Board of Directors to designate Terence Jones, Kevin Xiong, Tyler Dehne, and Chonburi Lee as the designated depositories and make electronic transfers.
- c. Recommendation to the Board of Directors to grant authority to Tyler Dehne and Jessie Vought as the administrative authority.
- d. Terence Jones motion to approve the two bank depositories, designate Terence Jones, Kevin Xiong, Tyler Dehne, and Chonburi Lee as the designated depositories and make electronic transfers; and granting authority to Tyler Dehne and Jessie Vought as the administrative authority. Janie Yang seconded the motion.

e.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

f. Motion passes.

- g. Recommendation of credit limits for 5 staff members: Kevin Xiong, Stephanie Steen, Stephanie Wheelock, Mai Ka Yang, and Sue Bentley.
- h. Chonburi Lee motion to approve the credit limits for the following individuals: Kevin Xiong - \$5,000, Stephanie Steen - \$2,000, Stephanie Wheelock - \$2,000, Mai Ka Yang - \$10,000, Sue Bentley - \$5,000. Seconded by Kinley Vang.

i.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

j. Motion passes.

- k. Request IOWA designation to Kevin Xiong and IOWA Proxy to Stephanie Steen, designate Special Education Director to Carl Romstad, and designate Title Grant Programs Authorized Representative to Stephanie Wheelock.
- l. Terence Jones motion to designate Kevin as MDE's IOWA, IOWA Proxy to Stephanie Steen, Special Education Director to Carl Romstad, and Title Grants and Reporting to Stephanie Wheelock. Janie Yang seconded.

m.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

n. Motion passes.

- o. Designate Attorney to Craig Kepler and Hmong Today as NMA's official newspaper.
- p. Janie Yang motion to approve the attorney as Craig Kepler and newspaper as Hmong Today. Seconded by Chonburi Lee.

q.

B. Mealman	Yes
K. Vang	Yes

C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

r. Motion passes.

10. Compliance Report

a. Mai Ka Yang provided an update on all completed and pending compliance reports for the month of July.

11. Committee Update

- a. Chonburi Lee presented to the Board of Directors the salary study completed for the Principal, Vice Principal, Director of Operations and Operations Manager/Academic Coach positions.
- b. Janie Yang motion to approve the Salary Placement Grid using 50th to 75th percentile pay range. Terence Jones seconded.

c.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

d. Motion passes.

12. **Adjourn (Action)** - Terence Jones motion to adjourn the meeting at 6:43pm. Janie Yang seconded the motion.

a.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
T. Jones	Yes

b. Motion passes.

c. Bridget Mealman, Board Chair adjourned the meeting at 6:44pm.