

NEW MILLENNIUM ACADEMY

School Board Meeting Agenda

Date: June 8, 2017

Time: 6:00PM – 8:30 PM

Location: New Millennium Academy

Location: New Millennium Academy, Room: Lecture Room

Recording began 6:13 PM

Opening and Welcome

A. Roll Call of Board Members Present: **Mai Ying Vang, Heidi Pendroy, Joanne Hager, Sean Lee, Mai See Xiong, My Nang Thao, Jill Drum Steffens.** Ex-Officio: **Chuck Hergeden, Bao Vang and Yee Yang.** Absent: **Amee Xiong**

B. **Approval of the Agenda**: Mai Ying made a motion to approve the agenda. Joann Hager seconded the motion. Unanimous approval of the agenda.

C. **Public Comments**: Jill Drum Steffens (Staff) - the large number of teaching staff who are choosing to not return next year was due to the problems and communication of administrative staff.

D. **Review and Approval of Board Minutes**. The May 11, 2017 Board Minutes was reviewed. Amendments: to fix the various grammatical and capitalization errors throughout the minutes. My Nang motioned to approve the minutes with the amendments, Joanne Hager seconded the motion. The minutes was approved.

E. Treasurer Reports

Financial report: Mr. Chuck Hergeden presented the April Financials to the Board of Directors. Mai Ying motioned to approve the financials as presented, Sean Lee seconded the motion. The financial statement was approved.

Revised 2016-2017 budget and Preliminary 2017-2018 budget: Mr. Chuck Hergeden presented the revised 2016-2017 budget to the board as well as the preliminary 2017-2018 budget. The budget summary sheets were reviewed and discussed. Heidi Pendroy motioned for the approval of the revised 2016-2017 budget and Preliminary 2017-2018 budget. Mai Ying seconded the motion. Motion carried.

New Business

Approval of NMA revised staff agreement

Current contracts are being revised with changes being made to both the contract and the employee handbook. Bao Vang requests tabling the approval of the contract until these changes

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are made. The staff will be issued a letter of invitation to come back to NMA in place of a contract with plans to approve the contract in June.

Approval of 2017-2018 staffing

Current teacher and other education staff are around 70. 17 staff will not be returning including a high number of teachers, 3 contracts will not be reissued with about 15 contracted given with conditions. Based on Thrives needs assessment, higher number of none-return is predicted to grow. Causes will be addressed in Thrive Education's listening session reports.

Time Clock System Proposal

- There is generally sixteen hours spent each pay cycle on reconciling time sheets provided by hourly staff members (EAs, Custodial Staff, etc roughly 20 employees). There is also time reconciling time off filing by salaried employees.
- An online system could significantly decrease the time spent and current system only allows weekly submission.
- Skyward, BanKoe, and Kronos were reviewed as possible systems and an analysis was provided. The recommendation is to eliminate Skyward and approve BanKoe as the time sheet system provider.
- The Board requests that the implementation will be thoughtfully considered and addressed with the staff.

MyNang motioned to approve BanKoe for time clock systems for the 2017-2018 school year. Joanna Hager seconded the motion. Motion was unanimous.

Approval of DHH contract – Jason Milano

- This is the second year that NMA has been working with Jason for the deaf/hard of hearing students. His hours are dependent on student IEPs. This recommendation is for a renewal of the contract.

Joanne Hager motioned to approve the contract for 2017-2018. Sean Lee seconded the motion. The motion was unanimous.

Thrive Education Report on Q-Comp:

The Q-Comp Annual Report draft was presented to the board for reviewed. The final report will be finalized when required components are completed. No action is needed on this report draft.

Extend meeting time

Additional time was needed to conduct board business. Heidi Pendroy motioned to extend meeting time to 9:00 p.m. Joanne Hager seconded the motion. Motion was unanimous.

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Closed session: Evaluation of the performance of Executive Director, Yee Yang, Pursuant to Minnesota Statutes Section 13D.05, subdivision 3(a) and contract renewal.

- Jill Drum motioned to close the board meeting session at 8:30 p.m. Mai Ying seconded the motion. Motion was unanimous.
- Meeting was re-opened at 9:29 p.m. Motioned was made by Jill Drum and seconded by Heidi Pendroy. 6 in favor, 1 opposed. Motioned carried.

Additional time was needed to finish board business. Jill Drum motioned to extend the meeting time to 9:45. Motion was unanimous.

Approval of Executive Director Agreement:

Sean motion to approve ED agreement under the conditions that were discussed during the closed meeting. MyNang seconded the motion. 2 in favor 4 opposed, 1 abstain. Motion did not pass.

Old Business

- Board election results & seating new board member
 - Election was successful, one issue arose at the forum with a candidate having a conflict of interest and that candidate was provided options to move forward. The election results are as follows:
 - Lao Yang 54 votes (Teacher)
 - Bridget Mealman 37 votes (Teacher)
 - Ker Vang 47 votes (Parent)
 - Xoua Pha 38 votes (Community Member)

These members will be seated in July and have been informed of their required trainings.

Administrative Report - Sean Lee left the meeting at 9:38 PM

- Marketing/Recruitment
 - HmongTown will hold an event and Yee is coordinating representation for recruitment.
- Academic Report: Thrive Education presented NMA's academic report to the board.

Next meeting date July 13, 2017

Adjourn Meeting

The meeting adjourned at 9:41. Motioned was made by Jill Drum and seconded by Mai Ying. Motion carried.