**BOARD OF DIRECTOR MINUTES**June 8, 2020

1. **Welcome and Call to Order:** The NMA Board meeting was called to order by Board Chair, Bridget Mealman at 6:03pm.
   1. Roll Call
      * Board Members: Chonburi Lee, Bridget Mealman, Terence Jones, Janie Yang, Kinley Vang
      * Ex-Officio: Bao Vang
      * Guests: Stephanie Steen, Mai Ka Yang, Tyler Dehne
   2. Public Comments: None
   3. Call for Board Conflict of Interest Disclosures: None
   4. Board Virtual Meeting Expectations: Bridget Mealman went over virtual meeting expectations and ensured all board members could hear each other.
2. **Review Agenda**
   1. Reviewed today’s agenda. Removed the CEO Performance Review from the agenda.
   2. Chonburi Lee motioned to approve the agenda as amended. Seconded by Janie Yang.

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

* 1. Motion passes.

1. **Review Minutes from May 11, 2020**
   1. Reviewed the minutes from May 11, 2020. Updated “entrance” to “insurance” under 8a.
   2. Terence Jones motioned to approve the May 11, 2020 minutes as amended. Kinley Vang seconded.

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

* 1. Motion passes.

1. **Review Minutes from May 26, 2020 Annual Board Meeting**
   1. Reviewed the minutes from May 26, 2020.
   2. Janie Yang motioned to approve the May 26, 2020 minutes. Kinley Vang seconded.

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

* 1. Motion passes.

1. **Reseat Board Member - Chonburi Lee**
   1. Chonburi Lee has been reelected to the seat as a board member.
   2. Terence Jones motion to accept Chonburi Lee as the reseated community board member for the next three years. Kinley Vang seconded.

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

* 1. Motion Passes.

1. **SY 20-21 Board Meeting Schedule**
2. The Board of Directors re-identified the best time and day to meet beginning July 2020.
3. Choburi Lee motioned to approve the NMA board to meet on the second Monday at 5:00pm beginning July 2020. The motion was seconded by Janie Yang.

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

1. Motion Passes.
2. **20-21 Budget** 
   1. Tyler Dehne presented the draft budget for the Board of Directors.
   2. There is an increase of enrollment to 775.
   3. Chonburi has reviewed the draft budget thoroughly with Tyler. There is not a lot of change in the budget in comparison to this year. The only concern is around meal costs in the future.
   4. Chonburi Lee motion to approve the working budget for the 2020-2021 school year. Janie Yang seconded.

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

* 1. Motion passes.

1. **Curriculum Purchase** 
   1. Stephanie Steen provided background information on the need to provide high quality curriculums to build and support Reading skills for scholars thus requesting the Board of Directors to approve the curriculum purchase with Wit & Wisdom.
   2. Chonburi Lee motion to approve the curriculum purchase of $39,935.27. Kinley Vang seconded.

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

* 1. Motion passes.

1. **Board Conflict of Interest Form** 
   1. Requested that the Board of Directors complete the form and return to Mai Ka by the end by next Friday, June 19, 2020.
2. **Academic Report**
3. Q-Comp Report - Stephanie Wheelock presented on Q-Comp. The goal is to raise scholar achievements. Teachers were observed and evaluated on four domains. 61% teachers achieved their goals. Some items to consider for next year: (1) peer observations, (2) co-teaching/coaching models, (3) professional development opportunities, (4) ensure teachers grow based on their evaluations, (5) opportunities for Hmong teachers and teachers of color, and (6) utilizing teacher leaders as a voice.
4. Distance Learning - Strong evidence that scholars are learning at home and know where to find help, as needed. Parents feel their scholars will be ready for the next grade level in the next school year. Teachers are looking for additional assessment and development opportunities. Working closely with Bellweather to strategize for the next school year.
5. Summer Program - 70 scholars currently attend NMA’s hybrid program. All classrooms will be on the second floor with no more than 10 people in each room. Desks will be placed 6 ft apart. Guidelines are followed as recommended by MDE.
6. **Vendor Contracts**
7. Mai Ka Yang requested the Board of Directors approve both PriorityOne and Sentient Healthcare, Inc.’s contracts.
8. Terence Jones motion to approve both the Sentient Healthcare, Inc contract and PriorityOne’s contract after amending the 3.2 to be preapproved for reimbursement before costs are incurred. Janie Yang seconded.

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

d. Motion passes.

1. Compliance Report
   * 1. Stephanie and Mai Ka provided confirmation of reports completed for the month of June.
2. **Executive Director Search** 
   1. Terence Jones and Chonburi Lee reviewed and provided reflection on the candidate selection process.
   2. Terence motion to instruct Bao and HR to make an offer to the top candidate and upon acceptance of the offer, the board will host a special meeting. Chonburi Lee seconded.   
       c.

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

d. Motion passes.

1. **Adjourn (*Action*) -** Chonburi Lee motion to adjourn the meeting at 7:44pm. Yang seconded the motion.

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

* 1. Motion passes.
  2. Bridget Mealman, Board Chair adjourned the meeting at 7:49pm.