

NEW MILLENNIUM ACADEMY

School Board Meeting Agenda

Date: Thursday, March 15, 2018

Time: 6:00 – 8:00 pm

Location: 5105 Brooklyn Blvd

Brooklyn Center, MN 55429

Room: 107

Timekeeper: called to order at 6:04pm

Minutes: Jeanene Miller

Facilitator: Bridget Mealman

Interpreter: N/A

Agenda:

1. Opening and Welcome

- a. Welcome & Roll Call of Board Members Present

Present: Ker Vang, Terence Jones, Heidi Pendroy, Bridget Mealman

Ex-officio: Bao Vang, CEO

Absent: Chonburi Lee, My Nang Thao, Angela Lee

- b. Approval of the Agenda – *ACTION ITEM*

- Move item 5 to item 3.

ACTION: Motion made by Heidi Pendroy to approve agenda as amended. Ker Vang seconded the motion. All voted in favor – motion carries.

- c. Public Comments – none

2. Review and Approval of Board Minutes

Approval of January 27, 2018 minutes – *ACTION ITEM*

ACTION: Motion made by Terence Jones to approve the January 27, 2018 minutes. Heidi Pendroy seconded the motion. All voted in favor – motion carries.

3. Audit & Treasurer Reports

- a. Treasurer Report & Approval – *ACTION ITEM*

- b. Bao Vang will check with Chuck about the portion of the management reports that is in red and request clarification for the board.

ACTION: Motion made by Terence Jones to accept the January Financial Reports as presented along with the Management Reports. Heidi Pendroy seconded the motion.

Roll call:

- Ker Vang, aye
- Bridget Mealman, aye
- Heidi Pendroy aye
- Terence Jones aye

• Unanimous – motion carries.

4. Old Business

- a. Board Retreat Document completion
- 5 hours recommended, goal setting process

- Saturday April 7 12:30-4:30 pm at NMA

5. New Business

a. Policy Proposal – PTO - *ACTION ITEM*

Policy proposal reviewed by Business Director

Board members received clarification on all questions

- school model vs corporate model pertaining to student coverage
- blackout dates- conferences, testing dates, beginning of the year, end of the year- this is typical at charter schools.
- budget considerations
- complies with state, federal laws. NMA honors the less restrictive.

Suggestions to policy:

- Clarify years of service
- Total of hours available with example calculation
- Clarify flex hours (within the pay period)

ACTION: Motion made by Terence Jones to approve PTO policy with changes as agreed. Heidi Pendroy seconded the motion. All voted in favor – motion carries.

Motion: Terence moves to accept with changes indicated. Heidi second. Unanimous aye.

b. Policy Proposal - Fundraising: Donations and In-Kind Gifts- *ACTION ITEM*

Policy proposal reviewed by Business Director

Board members received clarification on all questions

- Protocol developed based on need.
- Internal process of ordering that is in place.
- a thank you for the donation is part of the protocol

Suggestions to policy:

- wording to include class projects
- dollar amounts identified
- documentation about funds/donations reported out at every Board mtg for audit purposes.

ACTION: Motion made by Terence Jones to approve Fundraising: Donations and In-kind Gifts Policy as presented. Ker Vang seconded the motion. All voted in favor – motion carries.

6. Committee Reports

a. Ad Hoc Committee

- Election documents to be brought to the next meeting.
- Notify staff of board election
- Communication process to include 3 letters:
 - o election (letter to go home Th, March 29),
 - o nominations,
 - o notification to the families of the candidates

NOTE: Annual meeting May 10 on calendar

7. **CEO Report**

- Data: Fall to winter; Risk level shifts, data prescription wall
Bao walked members through the documents

REQUIRED ACTION: Motion made by Heidi Pendroy to extend the meeting to 8:15pm. Terence Jones seconded the motion. All voted in favor – motion carries.

- Attendance Trend from Dashboard
- 2nd round of observations nearly completed – focused on individual teacher goals
- Systems being developed and implemented: Rx data wall, lesson building, drop down for coaches (modeling, one on one, lower test scores, etc.), also administrative tool and how time is spent
- Calendar of expectations for Board review EX: Academic review, Q comp
- Final Approved bylaws and charter agreement is included in the packet and was effective February 15, 2018.

NOTE: Board Request to CEO: As the year comes to an end, request for updates going into the summer.

8. **Meeting Adjournment – ACTION ITEM**

ACTION: Motion to adjourn by Ker Vang at 8:10 pm. The motion was seconded by Heidi Pendroy. All voted in favor – motion carries.