

NEW MILLENNIUM ACADEMY

School Board Meeting Minutes

Date: March 9, 2017

Time: 6:11 PM – 8:30 PM

Location: 5105 Brooklyn Blvd

Brooklyn Center, MN 55429

Room: Room 107

Timekeeper:

Facilitator: See Xiong

Minutes: Jill Drum Steffens

Interpreter: N/A

Our School mission: To build a better life for our students by creating an environment of high academic achievement while preserving Hmong culture and literacy.

Our school vision: Inspiring learners who proudly lead meaningful lives to better our world.

AGENDA:

1. Opening and Welcome:

A. Roll Call of Board Members Present

See Xiong, Jill Drum Steffens, Mai Ying Vang, Heidi Pendroy, Sean Lee, Mai Lee Yang, Yee Yang (ex-officio), Chuck Herdegen (ex-officio)

Absent: My Nang Thao

B. Approval of the Agenda

Amendments:

i. 5C: correct spelling of "longevity"

ii. Addition of Agenda Item 8. Committee Update A. Academic Committee

See Xiong motioned to approve the revised agenda. Heidi Pendroy seconded the motion and the agenda was approved with five in favor and one abstaining vote.

C. Guest: Christian Schafer, Open Call BOD candidates

D. Public Comments

1. Laisanee (Parent) - Students/Education

2. Pia Vang (Parent) - Nutrition Program

2. Review and Approval of Board Minutes

A. February 9, 2017 Minutes

Amendments:

i. Within New Business 4B. removal of vote notes

Sean Lee motioned to approve the revised February 9, 2017 meeting minutes.

Heidi Pendroy seconded the motion and the minutes were approved with five in favor and one abstaining vote.

B. February 23, 2017 Special Minutes

Amendments:

i. Within Item 1: remove "for the remainder of the charter contract."

ii. Within Item 1: add ii. Another meeting will be set to approve the drafted

agreement.

See Xiong motioned to approve the revised February 23, 2017 special meeting minutes. Heidi Pendroy seconded the motion and the minutes were approved with four in favor and two abstaining votes.

3. Treasurer Reports

A. Approval of January Financial Statement & Management Report

i. Heidi Pendroy and Chuck Herdegen shared the Financial Statement and Management Report.

Jill Drum Steffens motioned to approve the January Financial Statement and Management Report. Heidi Pendroy seconded the motion and the motion passed with Sean Lee, Mai Ying Vang, Heidi Pendroy, See Xiong and Jill Drum Steffens in favor and Mai Lee Yang abstaining from the vote.

4. New Business

A. Interview and seated new board members

i. Four candidates have submitted resumes for review and consideration of two open seat vacancies.

ii. Candidates responded to questions from Directors.

iii. Directors were given a ballot to vote for two candidates.

iv. Ballots were counted and the results are as follows:

Ker Vang: 1

Bridget Mealman: 3

Joanne Hager: 4

Amee Xiong: 4

Joanne Hager and Amee Xiong were offered seats on the NMA Board per the election results.

v. Discussion was held about when elected directors would be seated.

Jill Drum Steffens motioned to immediately seat the newly elected Board members. Heidi Pendroy seconded the motion and Joanna Hager and Amee Xiong were seated with five in favor and one opposed vote.

Joanna Hager and Amee Xiong were officially seated.

Heidi Pendroy motioned to move to Item 6: Board Open Meeting Law Training before completing item 4 and continuing to items 5. Jill Drum Steffens seconded the motion and the Board moved to training with seven in favor and one abstaining vote.

5. Board Open Meeting Law Training

i. The Board was given additional training on Open Meeting Law by Christian Schafer.

Jill Drum Steffens motions to extend meeting until 9:15 PM. Mai Ying second six in favor two opposed. Meeting extended until 9:15 PM.

Sean Lee left the meeting at 8:34 PM.

A. Executive Director Review Process & Timeline

- i. The Director's Performance Review timeline and process was shared.

Jill Drum Steffens motions to approve the Director's Performance Review Timeline and table the approval of the process to the next meeting, Mai Ying Vang seconded the motion and the motion passed with unanimous approval.

6. Old Business

A. Board Committee & Protocol

- i. The current committee list was shared with the Board.
ii. The Executive Director requests direction on when and if to add members to committees. The recommendation is to have placements motioned during regular board meetings.
iii. Yee Yang would like to add Amy Erickson to the Policy committee.

Jill Drum Steffens motioned to add Amy Erickson to the policy committee in replacement of Terry Xiong. Heidi Pendroy seconded the motion and Amy Erickson was added to the committee with five in favor and two abstaining votes.

Mai Lee Yang motions to add Halee Vang to the Academic and Reporting Compliance committee in replacement of Neng Heur. Jill Drum Steffens seconded the motion and Halee was added to the committee with six in favor and one abstaining vote.

Mai Lee Yang motions to add herself to the Finance committee. See Xiong seconded the motion and Mai Lee was added to the committee with one vote in favor and six abstaining votes.

Heidi Pendroy motions to change the committee name of Community/Parents & Outreach Committee to Outreach and Election Committee. Jill Drum Steffens seconded the motion and the name was changed with five in favor and two abstaining votes.

iv. The NMA Board Committee list will be revised to reflect current and updated positions.

B. Approval of Board Election process and protocol

- i. The Board Election process and protocol was presented to the Board by Heidi Pendroy.
ii. Amendments:
i Page 15 of Expectations of Board Members within committees: change wording of "more" to "two"
ii. All ballots will be kept for two years
ii. Some times and locations have been adjusted from the previous year.

Amee Xiong left the meeting at 9:16 PM

See Xiong motioned to approve the Board Election process and protocol as amended. Mai Lee Yang seconded the motion and the amended process and protocol was approved with five in favor and one abstaining vote.

See Xiong motioned to extend time to 9:30 PM. Heidi Pendroy seconded the motion and time was extended with five in favor and one abstaining vote.

C. Longevity Pay Information

- i. Previously the Board had approved three-year longevity pay of three categories of staff, the guideline was shared again with the Board.

7. Administrative Report

A. Director Report

- i. One staff has retired from their position.
- ii. Additional staff may be hired to assist with Principal Vang.

B. Academic Report

- i. MCA testing is coming and training has been conducted for staff.
- ii. ACCESS testing is nearly complete schoolwide.

C. Marketing/Recruitment

D. Coaching update

- i. Accountability, culture and climate is the focus with the administration coach.

8. Committee Update

A. Academic Committee

- i. Mai Lee Yang shared about the Academic Committee's focus on the Reward School goal in the Strategic Plan.

B. Yee Yang updated on upcoming proposed expenses with the possibility of posting a meeting to approve

9. Next regular Board meeting date

April 13th, 2017

10. Adjourn Meeting –

See Xiong motioned to adjourn the meeting at 9:35PM. Heidi Pendroy seconded the motion and the meeting was unanimously adjourned.