**BOARD OF DIRECTOR MINUTES**November 11, 2019

1. **Welcome and Call to Order:** The NMA Board meeting was called to order by Board Chair, Bridget Mealman at 6:00pm
   1. Roll Call
      1. Board Members: Bridget Mealman, Angela Lee, Terence Jones, Chonburi Lee, Janie Yang, Kinley Vang
      2. Ex-Officio: Bao Vang
      3. Guests: Stephanie Steen, Mai Ka Yang, Tyler Dehne, John Archer
      4. No Public Comments
      5. Call for Board Conflict of Interest Disclosures: Chonburi Lee has taken on a new opportunity with HAP.
2. **Review Agenda**
   1. The Board of Directors reviewed the agenda with no changes.
   2. Motion to approve the agenda was made by Chonburi Lee and seconded by Janie Yang.
   3. All votes in favor. Motion passes.
3. **Review Minutes**
   1. The Board of Directors reviewed the October 14, 2019 Minutes. On 6f, it was Chonburi Lee that made the motion, not Bridget Mealman.
   2. Terence Jones motion to approve the October Board Minutes as amended. The motion was seconded by Kinley Vang.
   3. All voted in favor. Motion passes.
4. **Financial Report** 
   1. Tyler Dehne presented the financial statements to the Board of Directors. Current enrollment is at 778. The board appreciated the new visual graphic. Tyler Dehne went over the new NMA Bus loan debt as well as revenue, income and cash flow sections. Building Company Financial statements; showing deficit due to lease aid delay and the 2nd science room renovation.
   2. Chonburi Lee motion to approve the Financial Statement and Expenditure Report. Janie Yang seconded the motion.
   3. All voted in favor. Motion passes.
5. **Audit Report**
   1. The Audit report was presented by John Archer from Schlenner Wenner & Co. Overall the Audit went well. This is the first year that the audit was done remotely and it went smoothly. NMA is issued a clean audit.
   2. Terence Jones motion to approve the Audit Report as presented. Angela Lee seconded the motion.
   3. All votes in favor. Motion passes.
6. **WBWF Report, Stephanie Steen, Principal**
   1. Stephanie Steen reported on the WBWF report. The report aligns with NMA’s strategic plan. Stephanie Steen also shared with the Board the Partnership between NMA and EdFuel for help with recruiting talent for the school.
   2. In the past, the Board approved a cut-off date for scholars who turned 5-year-old by Oct1 for enrollment purposes. The board would like this information shared in future reports.
   3. Janie Yang motion to accept the WBWF Report with the suggested addition for future reports. Terence Jones seconded the motion.
   4. All votes in favor. Motion passes.
7. **Solar Energy Savings Program** 
   1. Bao Vang presented the Solar Energy Savings Program again with the Board of Directors. This was presented to the board in the past. The decision to approve the Solar Energy program was subject to internal due diligence process. Bao Vang has completed the due diligence process.
   2. Terence Jones motion to approve entering into a contract with Ideal Energies pending NMA’s legal counsel’s review of the contract. The motion was seconded by Janie Yang.
   3. All votes in favor. Motion passes
8. **CEO Update**
   1. Academic Update
      1. Stephanie Steen shared progress of how Academic Leadership are working with teachers. The range of support included planning with teachers on a number of strategies including observing classrooms, reviewing data and making plans for re-teaching.
      2. NMA completed the first round of ANET benchmark assessment for graded 2-8. The second ANET assessment will take place in January. The team is excited and look forward to the results.
9. Conference Participation Report

The student lead conference was well attended. There were 522 students represented. The student lead conference is effective and allows for engagement with parents. It also helps to increase conference turnout.

1. GMS Annual Meeting Participation Report
   * 1. Bao Vang and school leadership attended the GMS annual meeting. Bao Vang was invited to present about NMA’s current work. Overall, it was a good event that allows NMA to be on the map, as a featured school.
2. Parent PTO Meeting
   * 1. Parent PTO is on Thursday, 11/14/2019 – Family Night
     2. Hmong New Year is upcoming. The format of the celebration will be similar to last year. Board members are all invited to attend.
3. Paid Snow Day Policy
   * 1. In light of the number of school closure days last year, Admin staff had to come in to work. In anticipation of another heavy winter, Bao Vang is requesting the Board to approve the first 3 school closure days as paid days for all instead of having staff use PTO.
     2. Chonburi Lee motion to approve the first 3 school closure days as paid days. Kinley Vang seconded the motion.
     3. All voted in favor. Motion Passes.
4. Credit Card Approval for Stephanie Wheelock
   * 1. Bao Vang is requesting that Stephanie Wheelock be issued an NMA credit card with a credit limit of $2000 for training and traveling purposes.
     2. Terence Jones motion to approve issuing a credit card for Stephanie Wheelock. Kinley Vang seconded the motion.
     3. All voted in favor. Motion passes.
5. Authorizer Update
   * 1. Bao Vang gave a status update on the FOE renewal and change in authorizer request. We are still waiting for a response.
     2. MoCHA visited NMA, as part of the change in authorizer application. The visit went all.
   1. **Adjourn (*Action*) -** Bridget Mealman, Board Chair adjourn the meeting at 8:02p.m. There will be a one hour board finance training at the next board meeting by BerganKDV.