**BOARD OF DIRECTOR MINUTES**October 14, 2019

1. **Welcome and Call to Order by Bridget Mealman, Board Chair at 6:06pm**
   1. Roll Call
      1. Board Members: Bridget Mealman, Terence Jones, Janie Yang, Chonburi Lee, Angela Lee, Kinley Vang
      2. Ex-Officio: Bao Vang
      3. Guests: Stephanie Steen, Mai Ka Yang, Tyler Dehne, Nick Taintor, Beth Finch (Charter Source) and Liz Wyanne (FOE)
2. **Review Agenda for October, 2019 Meeting Bridget Mealman, Board Chair**
   1. The agenda was reviewed by the Board of Directors with no changes
   2. Motion to approve the agenda was made by Chonburi Lee and seconded by Angela Lee.
   3. All votes in favor.
3. **Review Minutes of September 6, 2019 Meeting Bridget Mealman, Board Chair**
   1. The Board Minutes were reviewed by the Board of Directors with no changes.
   2. Chonburi Lee motion to approve the September Board Minutes, seconded by Kinley Vang.
   3. All voted in favor.
4. **Financial Report Tyler Dehne, BerganKDV**
   1. The Financial Report was presented by Tyler Dehne. New graphic section of the report was highlighted for ease of visual presentation of the Financial Statements.
   2. Revenue is on track for August. Current enrollment is at 778 in comparison to the working budget at 753.
   3. Also reviewed September’s Supplemental information
   4. Board of Directors Chonburi Lee and Bridget Mealman extended appreciation for the visual graphs and suggested dashboards be included every month.
   5. Motion to approve the Financial Report by Chonburi Lee, seconded by Terence Jones.
   6. All votes in favor.
5. **Investment Recommendations Nick Taintor, BerganKDV**
   1. Nick Taintor presented to the Board of Directors, the Investment Policy and Procedures as well as an investment option with Schwab that would comply with State regulations while earning higher interest rate that leaving the funds in a checking or savings account.
   2. Board of Director Bridget Mealman mentioned the trade execution does not mention board members, only CFO and Executives. Nick Taintor will update the Trade Execution on 6a and updated Management of Program on 6b to reflect adding the Board Treasure. All other questions were addressed satisfactory.
   3. Terence Jones moved to approve the Investment Policy and Procedure with amendment to section 6a & 6b to include the Board Treasure. The motion was seconded by Janie Yang. All voted in favor.
   4. Nick Tainter made a recommendation to move one million dollars into the Schwab investment account from NMA’s current checking/savings account.
   5. Terence Jones moved to accept the recommendation of moving 1 million dollars from the checking/savings account to open an investment account with Schwab. Janie Yang seconded the motion.
      1. Roll call for approval: Angela Lee, Terence Jones, Chonburi Lee, Kinley Vang, Janie Yang, and Bridget Mealman.
   6. All voted in favor.
6. **Policies Terence Jones**
   1. Reviewed Policy 406 Family and Medical Leave Act (Federal)
   2. Reviewed Policy 407 Minnesota Parental Leave Act (State)
   3. Reviewed Policy 408 Prohibition Against Unfair Discriminatory Practices in Employment and Compliant Procedures
      1. Word “Compliant” in total was “Grievance” previously. This was changed by Terence Jones.
   4. Reviewed NMA Suicide Prevention Policy
   5. Reviewed District Parent Involvement Policy
      1. Policy was included in the meeting as the last time the policy was reviewed was 2017.
   6. Motion to approve all the above policies was made by Chonburi Lee, Janie Yang seconded the motion.
   7. All voted in favor.
7. **CEO Update Bao Vang and School Leadership**
   1. Academic - Fastbridge Stephanie Steen
      1. Stephanie Steen reviewed the completed Fall assessment with the Board of Directors, comparing last year’s data to this year.
      2. NMA has converted from View Point to EduClimber as the centralized database system.
      3. NMA will also be taking our first ANET assessment. This assessment will occur 4 times per year and will provide meaning data for reflection and discussion.
   2. Flipping The Way We Think About Assessment
      1. This item has been tabled to the next Board meeting.
   3. NMA’s Comprehensive Assessment Plan
      1. This item has been tabled to the next Board meeting.
   4. Snowplowing will be brought in-house due to issues and challenges with outsourcing this effort. NMA is in the process of purchasing a vehicle to do this.
8. **Board Survey and Training Beth Finch**
   1. Beth Finch mentioned that the Board of Directors are doing an amazing job and expressed thanks to Bao Vang, Bridget Mealman and the entire group.
   2. Beth Finch conducted an overview of information in the webinar. The Mandatory webinars must be completed by Janie Yang and Kinley Vang (new Board of Directors) and is optional to all other Board of Directors.
   3. Beth Finch Reviewed NMA Executive Summary as well as the Governance Assessment.
   4. The remainder of the time was spend of Board Executive Assessment Summary and Board Governance Training
9. **Adjourn (*Action*) Bridget Mealman, Board Chair**