

**New Millennium Academy - District # 4143-07**  
**Board of Directors**  
**September Board Meeting Minutes – 09/14/2020**  
**Virtual Meeting**

<b>Vision:</b>	<i>New Millennium Academy develops global leaders who transform the world.</i>
<b>Mission:</b>	<i>The New Millennium Academy Community prepares learners for life, engages them in high academic achievement, and fosters cultural pride and identity.</i>
<b>Board of Director Role:</b>	<i>To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.</i>

**MINUTES**

TOPIC	MINUTES								
Welcome and Call to Order	<p>The NMA Board meeting was called to order by Board Chair, Terence Jones at 5:02pm.</p> <p>A. Roll Call</p> <ul style="list-style-type: none"> <li>• <u>Board Members:</u> Chonburi Lee, Bridget Mealman, Terence Jones, Janie Yang, Kinley Vang</li> <li>• <u>Ex-Officio:</u> Kevin Xiong</li> <li>• <u>Guests:</u> Stephanie Wheelock, Mai Ka Yang, Tyler Dehne, Melissa Long, Shannon Hinz</li> </ul> <p>B. <u>Public Comments:</u> None</p> <p>C. <u>Call for Board Conflict of Interest Disclosures:</u> None</p> <p>D. <u>Board Virtual Meeting Expectations:</u> Terence Jones went over virtual meeting expectations and ensured all board members could hear each other.</p>								
Review Agenda	<p>A. Reviewed today’s agenda.</p> <p>B. Janie Yang motioned to approve the August 10, 2020 agenda. Seconded by Kinley Vang.</p> <p>C. All voted in favor.</p> <table border="1" style="margin-left: 20px;"> <tr> <td>B. Mealman</td> <td>Yes</td> </tr> <tr> <td>K. Vang</td> <td>Yes</td> </tr> <tr> <td>C. Lee</td> <td>Yes</td> </tr> <tr> <td>J. Yang</td> <td>Yes</td> </tr> </table> <p>D. Motion passes.</p>	B. Mealman	Yes	K. Vang	Yes	C. Lee	Yes	J. Yang	Yes
B. Mealman	Yes								
K. Vang	Yes								
C. Lee	Yes								
J. Yang	Yes								

<p>Review August Board Meeting Minutes</p>	<p>A. Reviewed the minutes from August 10, 2020.</p> <p>a. Bridget Mealman motioned to approve the August 10, 2020 minutes as amended by removing Terence Jone’s “yes” votes. Janie Yang seconded.</p> <p>B. Reviewed the emergency meeting minutes from August 26, 2020. Request to update “special” to “emergency.”</p> <p>C. Chonburi Lee motioned to approve the August 26, 2020 emergency minutes as amended. Janie Yang seconded.</p> <p>D. All voted in favor.</p> <table border="1" data-bbox="703 520 1154 678"> <tr> <td>B. Mealman</td> <td>Yes</td> </tr> <tr> <td>K. Vang</td> <td>Yes</td> </tr> <tr> <td>C. Lee</td> <td>Yes</td> </tr> <tr> <td>J. Yang</td> <td>Yes</td> </tr> </table> <p>E. Motion passes.</p>	B. Mealman	Yes	K. Vang	Yes	C. Lee	Yes	J. Yang	Yes
B. Mealman	Yes								
K. Vang	Yes								
C. Lee	Yes								
J. Yang	Yes								
<p>June and July Financial Reports</p>	<p>A. Tyler Dehne presented NMA’s June Preliminary Financial Report.</p> <p>B. Tyler Dehne presented NMA’s July financial reports. Revenues is projected to exceed expenditures.</p> <p>C. NMA is on track with revenue and expenditures.</p> <p>D. Chonburi Lee motioned to approve the July 2020 financial and supplemental report. Kinley Vang seconded.</p> <p>E. All voted in favor.</p> <table border="1" data-bbox="703 1010 1154 1167"> <tr> <td>B. Mealman</td> <td>Yes</td> </tr> <tr> <td>K. Vang</td> <td>Yes</td> </tr> <tr> <td>C. Lee</td> <td>Yes</td> </tr> <tr> <td>J. Yang</td> <td>Yes</td> </tr> </table> <p>F. Motion passes.</p>	B. Mealman	Yes	K. Vang	Yes	C. Lee	Yes	J. Yang	Yes
B. Mealman	Yes								
K. Vang	Yes								
C. Lee	Yes								
J. Yang	Yes								
<p>Executive Director Update</p>	<p>A. Executive Director, Kevin Xiong and Principal, Stephanie Steen presented the three handbooks: Employee Handbook, Teachers/EA Handbook and Student/Family Handbook.</p> <p>a. Employee Handbook: The major change was made to the PTO policy.</p> <p>b. Chonburi Lee motioned to approve the Employee Handbook as written with the instruction with Administration to review and advise if change is to be made to the Inclement Weather policy. Bridget Mealman seconded.</p> <p>c. All voted in favor.</p> <table border="1" data-bbox="800 1608 1252 1766"> <tr> <td>B. Mealman</td> <td>Yes</td> </tr> <tr> <td>K. Vang</td> <td>Yes</td> </tr> <tr> <td>C. Lee</td> <td>Yes</td> </tr> <tr> <td>J. Yang</td> <td>Yes</td> </tr> </table> <p>d. Motion passes.</p> <p>e. Principal, Stephanie Steen presented the Teachers/EA Handbook.</p>	B. Mealman	Yes	K. Vang	Yes	C. Lee	Yes	J. Yang	Yes
B. Mealman	Yes								
K. Vang	Yes								
C. Lee	Yes								
J. Yang	Yes								

f. All voted in favor.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes

g. Motion passes.

h. Bridget Mealman motion to approve the Teachers/EA Handbook provided that names are deleted and replaced with titles. Janie Yang seconded.

i. All voted in favor.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes

j. Motion passes.

k. Principal, Stephanie Steen presented on the Student/Family Handbook. Minor changes were made.

l. A request was made to adjust the 11am robocall for all scholars instead of just 5-8 scholars.

m. Bridget Mealman motion to approve the Student/Family Handbook with the direction from Administration to simplify/clarify jargon. Chonburi Lee seconded.

n. All voted in favor.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes

o. Motion passes.

B. Executive Director, Kevin Xiong talked about the first week of school. NMA is above our budget of 770 students with 792 students. Absences have decreased from day 1 with 135 absences to today (day 5) with 38 absences.

C. Executive Director, Kevin Xiong presented the Washburn Center for Children contract in supporting mental health at New Millennium Academy.

a. Payment (bullet E) states no reimbursements to the school for payment received from 3<sup>rd</sup> party payers. Kevin will be following up with Washburn on this.

b. Request for one committed therapist to work with NMA.

c. Kinley Vang motioned to approve the Washburn Center for Children to provide mental health services with clarification that the school will receive

reimbursement and provide one therapist to work with NMA. Bridget Mealman seconded.

d. All voted in favor.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes

e. Motion passes.

D. Executive Director, Kevin Xiong talked about the School Nutrition Program (SNP) and Summer Food Service Program (SFSP) meals. NMA is participating in the SFSP program. Meals will be 100% reimbursed to NMA until December 31<sup>st</sup>, 2020 or until funds run out.

E. Executive Director, Kevin Xiong presented on additional funding received from CRF and CARES.

F. Executive Director, Kevin Xiong talked implementation with air purification systems for all HVAC (9) units.

G. Executive Director, Kevin Xiong presented EdOps' final Assessment on NMA's Operations.

H. Executive Director, Kevin Xiong reviewed the draft of NMA's 5-year Capital Assessment.

I. Executive Director, Kevin Xiong presented on the approved E-Rate provided by PriorityOne. NMA has been approved for new wiring/cabling access points throughout the building.

a. Bridget Mealman motioned to approve the E-Rate proposal from CIT in the amount of \$93,035.24. Janie Yang seconded.

b. All voted in favor.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes

c. Motion passes.

J. Director of Business and Operations, Mai Ka Yang provided an update on Compliance and Operations.

Board Committee

A. Reviewed the Face Covering Policy.

a. Janie Yang motion to approve the Face Mask Policy. Seconded by Chonburi Lee.

b. All voted in favor.

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes

c. Motion passes.

- B. Reviewed the Performance Evaluation Template for the Executive Director.
  - a. Chonburi Lee motion to table the Performance Evaluation Template until next month while in the meantime it will be reevaluated by the Committee. Seconded by Janie Yang.
  - b. All voted in favor.
 

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
  - c. Motion passes.
- C. Board Chair, Terence Jones presented on the board vacancy.
  - a. Chonburi Lee motion to table the board vacancy conversation to next month. Kinley Vang seconded.
  - b. All voted in favor.
 

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
  - c. Motion passes.
- D. Propose to move the last agenda item in covering Board Committee goals and purposes.
  - a. Janie Yang motion to table the Board Committee goals conversation and schedule a special meeting on September 28, 2020. Kinley Vang seconded.
  - b. All voted in favor.
 

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
  - c. Motion passes.
  - d. Scheduled a special meeting to September 28, 2020 at 5:30pm.

Adjourn

- A. Kinley motion to adjourn the meeting at 7:35pm. Janie Yang seconded the motion.
- B. All voted in favor.
 

B. Mealman	Yes
K. Vang	Yes
C. Lee	Yes
J. Yang	Yes
- C. Motion passes.
- D. Terence Jones, Board Chair adjourned the meeting at 7:36pm.