

MINUTES
January 17, 2017
FLEX ACADEMY OF MINNESOTA
Board of Trustees Meeting
6:00 – 8:00 pm

Location of Meeting:
Flex Academy of Minnesota
100 W 66th Street, Richfield, MN

Board Members Present:

Hugh Norsted Board Chair
Michelle Ford, Board Secretary
Danielle Barr, Board Member
Dave Rhude, Board Member

Board Members Absent:

Jon Hill, Board Treasurer

Other:

Teresa Melina, Parent
Sue Engstrom, Parent
Lorna Bryant, K12
Ashley Barr, K12
Zach Wasilew, K12
Rachel Goodwin, K12
Dr. Steven Rippe, IQS
Ryan Schmidt, Auditor

Time Meeting Called to Order: 6:03 pm

1. PRELIMINARY MATTERS

A. CALL TO ORDER

Board Chair Hugh Norsted called the meeting to order.

Approval of Agenda

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted	X		X		
Michelle Ford		X	X		
Danielle Barr			X		

*Dave Rhude not present

B. APPROVAL OF DRAFT MINUTES FOR PREVIOUS MEETINGS

Approval of November meeting minutes.

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted	X		X		

Michelle Ford			X		
Danielle Barr		X	X		

*Dave Rhude not present

C. APPROVAL OF EXPENSES

Approval of November and December Expenses

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted		X	X		
Michelle Ford			X		
Danielle Barr	X		X		
Dave Rhude			X		

D. CONFLICT OF INTEREST ATTESTATION

- None

2. PUBLIC HEARING REGARDING ITEMS NOT ON THE AGENDA

The public hearing was opened for comment.

- Parent: request to address retention of students and teachers
 - Strategies in place to address
- Parent: Change in curriculum
- Parent: Interested in increased access to STEM

3. CONSENT AGENDA ITEMS

4. UPDATES & INFORMATIONAL ITEMS

A. Update Flex Academy

- Auditor’s Report, Shlenner Wenner
 - Clean opinion
- Operations Report, Ashley Barr
 - Final MARSS state submission for 15 -16, no errors
 - Enrollment & demographics update
- Administrative Report, Lorna Bryant, K12
 - Staffing vacancies
 - Job description
 - Advertising
 - Curriculum system software upgrade, modular, adjustable
 - Professional development support for staff and for substitutes
 - iReady assessment growth
 - School culture
- New Hires, Lorna Bryant
 - Art Teacher
- Food Services Audit, Zach Wasilew
 - Safety, protocols, finances, all positive
- Finance Report, Zach Wasilew
 - Budget report
 - Not currently eligible for lease aid

B. Other Informational Matters

- None

5. RESOLUTIONS AND ACTION ITEMS

- Approval of Audit report and action plans.

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted			X		
Michelle Ford			X		
Danielle Barr		X	X		
Dave Rhude	X		X		

- Reaffirm that Venture bank is the bank for depositories and for the Electronic Funds Transfer, and that the Principal is the designee to the electronic funds transfer

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted			X		
Michelle Ford		X	X		
Danielle Barr					X
Dave Rhude	X		X		

Other Items:

- None

6. OTHER

- **Board Member Reports:**
 - In compliance with IQS
 - Submitted World’s Best Workforce Plan
 - Improved timeliness of posting of meeting minutes
 - Copy of audit results to IQS
 - Updated copies of contracts with K12 for IQS
 - Strategic Planning- SWOT analysis
- **IQS Update**
- Meeting Adjourned at 7:48 pm

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted			X		
Michelle Ford		X	X		
Danielle Barr	X		X		
Dave Rhude			X		

NEXT REGULAR FLEX BOARD MEETINGS:

- Mar. 21, 2017
- May 16, 2017
- June 20, 2017