

MINUTES
May 17, 2016
FLEX ACADEMY OF MINNESOTA
Board of Trustees Meeting
6:00pm ~8:30pm

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 Called In:

Jon Hill, Board Treasurer

Board Members Absent:

None

Other:

Greg Gentle, Flex School Principal
Bob Wedl, IQS
Lorna Bryant, K12

Call in:

Kyle Knudson, Business Operations Manager
Keri O'Keefe, Enrollment

Time Meeting Called To Order: 6:11 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		
Jon Hill			X (call in)		
Danielle Barr			X		

* Dave Rhude not present

B. APPROVAL OF DRAFT MINUTES FOR PREVIOUS MEETINGS

Approval of March meeting minutes.

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted		X	X		
Michelle Ford	X		X		
Jon Hill			X (call in)		
Danielle Barr			X		

* Dave Rhude not present

C. APPROVAL OF EXPENSES

Approval of April Expenses

Name	Moved	Seconded	Aye	Nay	Abstain
Hugh Norsted	X		X		
Michelle Ford		X	X		
Danielle Barr			X		
Jon Hill			X (call in)		

* Dave Rhude not present

D. CONFLICT OF INTEREST ATTESTATION

- None

2. PUBLIC HEARING REGARDING ITEMS NOT ON THE AGENDA

The public hearing was opened for comment. There were no items brought up during the public hearing. The public hearing was closed.

3. CONSENT AGENDA ITEMS

4. UPDATES & INFORMATIONAL ITEMS

A. Update Flex Academy

- Operations Update- Kyle Knudson
 - Year-End Processing and Open School Processes
 - Enrollment Processes
 - Report Cards
 - Systems switch over for online learning system
 - Demographics update
 - Food service
 - MARSS Reporting
 - Emergency operations drills
 - New students
- Principal's Report, Greg Gentle
 - Staffing- interviewing math, special ed, science, ELA
 - MCA preliminary results
 - Reduced behavior incidents
 - Attendance
- Enrollment Report- Keri O'Keefe
 - Enrollment applications from new students
 - Re-enrollment of current students

- Sponsorship events
- School-based events
- Media, commercials, website
- New Initiatives, summer camps
- Finance Update, Lorna Bryant, K12 & Kyle Knudson, Operations
 - Anticipated revenue & expenses vs. actual
 - Expenses in alignment with enrollment
 - Approval of revised budget before the end of June

B. Other Informational Matters

- None

5. RESOLUTIONS AND ACTION ITEMS

- Head of School Employment Relationship approval with legal review for employment by K12
 - Update on hiring process
- Contracts: Renew contract for food service for upcoming year (CKC Good Food), transportation (Monarch), occupational services, special education services (Indigo), sped forms
- 2016 – 2017 School Board Calendar

Other Items:

- None

6. OTHER

- IQS Update

Time Meeting Adjourned: 7:33 pm

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

NEXT REGULAR FLEX BOARD MEETINGS:

- June 28, 2016
- Aug. 16, 2016
- Sept. 20, 2016
- Nov. 15, 2016
- Jan. 17, 2017
- Mar. 21, 2017
- May 16, 2017
- June 20, 2017