

## Agenda

Board of Directors Meeting

December 17<sup>th</sup>, 2019

4:15 pm CST

Board Meeting Topics	<ol style="list-style-type: none"><li>1. Call meeting to order (1 minute)</li><li>2. Approval of Agenda for 12/17/2019 (1 minute)</li><li>3. Approval of minutes from 11/26/2019 board meeting</li></ol> <p>Discussion Items:</p> <ol style="list-style-type: none"><li>1. Seating of Tasha S. and Kristi R. as Board members</li><li>2. Tabled motion from last board meeting: Limiting number of appointees to school board with exception of community member</li><li>3. Let's talk about committees; committee for seeking new benefits, HR, and payroll management for NSA</li><li>4. NSA goals from ACNW contract application</li><li>5. Review of Fall MAP Data</li><li>6. Academic Spotlight</li><li>7. ACNW Sounding Board</li></ol> <p>Committee Reports</p> <ol style="list-style-type: none"><li>1. Financial Committee</li><li>2. Director's Report</li><li>3. Policy Committee</li><li>4. Marketing Committee</li><li>5. Fundraising Committee</li></ol>
Purpose of the Meeting	To discuss necessary school business in order to ensure the proper and smooth running of NSA.
NSA Mission and vision Statement	Academic achievement through the study and exploration of the natural world.  Vision: Through its nature immersion, Natural Science Academy will:

	<ul style="list-style-type: none"> <li>• Provide and exemplary elementary science program</li> <li>• Cultivate and grow each student’s connection to the natural world</li> <li>• Foster creative and critical thinking</li> <li>• Create and sustain a safe, supportive, nurturing community in which to learn, explore and grow.</li> </ul>
Location	Natural Science Academy 920 Holley Ave. STE #3 St. Paul Park, MN 55071
Chairperson	Zach Fjelstad
Secretary	Katrina Nichols
Treasurer	Chance Theriault
Board Members	Jill Schaeppi Tasha Steinmetz Kristi Ruport
Ex-Officio Members	Kendra Hunding (Lead Teacher) Traci LaFerriere (Business Manager) - absent Kate Maki (Special Projects Coordinator)
Attendees and Visitors	

**Minutes**

4. Call meeting to order (1 minute)

5. Approval of Agenda for 12/17/2019 (1 minute)

Ruport moves to approve, Schaeppi seconds.

Fjelstad explains we don’t have fall MAP data summarized.

Ruport moves to omit the discussion of fall MAP data, Steinmetz seconds. Vote: Ayes: Schaeppi, Ruport, Steinmetz. Nays: none Abstentions: Nichols

Vote to approve agenda: Vote: Ayes: Schaeppi, Ruport, Steinmetz, Nichols Nays: None Abstentions: none

6. Approval of minutes from 11/26/2019 board meeting

Schaeppi moves to approve, Steinmetz seconds. Vote: Ayes: Schaeppi, Ruport, Steinmetz, Nichols Nays: None Abstentions: none

Discussion Items:

8. Seating of Tasha S. and Kristi R. as Board members

No motion or discussion needed; this was approved last meeting.

9. Tabled motion from last board meeting: Limiting number of appointees to school board with exception of community member

Schaeppi moves to limit, Ruport seconds.

Discussion: Fjelstad reviews that the concern was that statute and policy says that appointments are to fill seats vacated by elected members. New members ask some questions about the election policy. Nichols wants the motion to be clear that we're allowed to appoint members to fill

Steinmetz moves to limit the number of appointees to the current membership plus one community member (so if a current appointed member leaves, we can appoint to replace them), Ruport seconds.

Vote: Ayes: Schaeppi, Ruport, Steinmetz, Nichols Nays: None Abstentions: none

10. Let's talk about committees; committee for seeking new benefits, HR, and payroll management for NSA

Therault moves to discuss committee membership, Nichols seconds.

Fjelstad makes clear the need for membership on personnel committee. Makes clear he doesn't think the system needs to change but it does need to get done.

Hunding explains HR background for new members. Employer of record is EdVisions, but NSA does all the hiring and firing and evaluation. Hunding is requesting help evaluating teachers and helping to carry out action procedures, interviewing candidates. It'd be nice to have some parent input on teacher candidates.

Fjelstad asks, "Do you want the board to have power over employees?"

Hunding: "No. Just looking for people to serve on the committee. It's open to teachers, and the committee should be teacher majority. But board members can serve on this."

Therault: "What qualifications are we looking for in a member of this team?"

Hunding: "We don't even have that much recorded right now."

Therault: Do you have an idea of who you want to take on the project of chartering the committee?

Fjelstad: "Would this same committee do your evaluation?"

Therault: "What's the goal of this discussion? Do you need to pick your team? We'd like to help out, we don't want to impose."

Hunding: "I mostly just want people to know this is an area of need."

Steinmetz: "I'm interested, but I'm so new."

Hunding: "First step I think is we write a charter.:"

Nichols: "Technically, I think writing committee charters is a board chair responsibility."

Fjelstad: "I'll bring forward a charter next meeting."

Fjelstad: "Another committee that needs attention is one that's focused on separating from EdVisions in order to access better benefits. It interferes with our ability to hold onto staff when we can't access competitive benefits. If we manage the benefits, we can access PEIP, which has much better health insurance plans. What we're looking for right now is a committee to do research into other providers of outsourcing HR management that would allow us to access PEIP."

Nichols: "Does this have a charter?"

Fjelstad: "Here's the charter: committee to do research into other providers of outsourcing HR management that would allow us to access PEIP."

Steinmetz: "I could assist."

Therault: "I will help out."

Therault moves to approve charter, Schaeppi seconded. Vote: Ayes: Schaeppi, Ruport, Steinmetz, Nichols Naves: None Abstentions: none

Fjelstad: Other committee needing attention is policy committee. There's an ongoing file of policies that need to be written.

Calls for interest in policy committee. Schaeppi says she can help.

Therault asks: "Is there an easy way we can poll for volunteers of parents and teachers?"

Maki: "Yep. There's an email list on your Natural Science Academy email. You can also coordinate with Sam or myself in the office or the PAC."

Therault: volunteers to send an email to these lists with the list of committees that need help. Seems like a roster for committees is a deficit.

Maki: LEAP should be on this list.

Fjelstad: One way we can all support this effort is encouraging stakeholders to come to our annual meeting.

Hunding: That should have a committee, too.

Therault: If we had a few general committees, then we can assign these projects to them. Could we assign this to the marketing committee?

#### 11. NSA goals from ACNW contract application

Therault moves to discuss the contractual goals, Steinmetz seconds.

Hunding gives some background in oversight of charter schools. We're a public school, so we're funded much the same way and we need to teach the standards and take the same tests public schools do. Authorizers provide oversight through the contract. We're in our renewal year of the contract, where we need to report on the goals set three years ago and set new goals for the coming contract.

Hunding Overview of Exhibit G.

Includes World's Best Workforce Goals (gives background on WBWF)

Goes through the indicators, gives an overview of the measures (MCA, NWEA, and curriculum based measures). Explains that we'd negotiated last contract period to minimize the weight of the MCA due to our small sample size of MCA takers, especially in science.

Explains that we write the goals and ACNW approves or asks us to edit them. Explains difference in utility of MCA vs. MAP vs. Curriculum based measures. Explains how the MCA data gets displayed on the MDE report card for public to see, that you need to have a sample size of 10 or more.

Therault asks, "Is that what shows up on google?"

Hunding explains that the data on online reviews can be really old and misleading and we've not been allowed to change it.

Hunding says, "our SPED students are in here."

Fjelstad, "To clarify, we have a 25% SPED population."

Ruport, "Do other schools exclude SPED data?"

Fjelstad, "No."

Hunding, "It's not that they exclude it, but they can report the percentage of SPED kids."

Ruport, "And we can't do that?"

Hunding, "Because of the sample size."

Steinmetz: "So, are we looking at getting renewed or not? Are we in danger of closing."

Hunding: "Mostly they want to make sure there's a plan."

Steinmetz: "So when do we have to tell them what the plan is?"

Fjelstad: "The renewal application is the plan."

Steinmetz: "How soon will we know if they're going to renew us or not?"

Steinmetz: I met with Erin last week, and it seemed like we were really in the red.

Ruport: She made it seem more urgent that we have things to correct.

Steinmetz: I really love this school, and if something's going to happen, we'd need to be prepared. When will we see something back?

Ruport: She gave this impression that the situation is really not good. She made it sound like it's possible we might not be open next year.

Fjelstad: Assuring that we're responding to the concerns. What would we do in the future if ACNW decided not to renew us? I don't think we'd give up. We'd look into finding another authorizer.

Hunding, returning to the goals overview: "That's how they evaluate us."

## 12. Academic Spotlight

Nichols moves to record that the academic spotlight this year was the discussion of the proposed exhibit G, Theriault seconds. Vote: Ayes: Schaeppi, Ruport, Steinmetz, Nichols Nays: None Abstentions: none

## 13. ACNW Sounding Board

Theriault moves to discuss, Schaeppi seconds.

Fjelstad: overview that the sounding board content is not applicable to our specific situation at the moment.

Schaeppi asks if sounding boards are general or meant for our specific school; Nichols explains It's general.

Theriault moves to discuss required training, Schaeppi seconds. Fjelstad gives an overview of how to access the MACS scheduling and procedure of reporting to Hunding when training is complete.

## Committee Reports

## 6. Financial Committee

Therault moves to discuss financial reports, Nichols seconds.

Therault explains we lost two additional students. Is there anything we send out to the people lose – exit survey—so we can prevent it in the future. Fjelstad explains we did reach out and didn't get back to us. Maki says she's been taking data but hasn't made a graph, could.

Therault shares that these parents shared with him reasons for leaving—lack of structure in field trips and a situation of bullying of another student within the classroom.

Ruport points out that it's hard to address problems that parents don't bring to the attention of staff.

Steinmetz asks if we could solicit feedback from parents earlier in the year.

Therault says, could we say "We're aware there is an issue and we're on it."

Response from Fjelstad and Hunding was that we can't tell parents how we respond to situations.

Nichols asks, but can we give a blanket reassurance to parents?

## 7. Director's Report

We had a site visit last week, expecting feedback this week. Annual report feedback was good. Kendra will send the feedback and we'll see it at the next board meeting.

## 8. Policy Committee

## 9. Marketing Committee

## 10. Fundraising Committee

**Schaeppi moves to adjourn, Therault seconds.** Vote: Ayes: Schaeppi, Ruport, Steinmetz, Nichols  
Nays: None Abstentions: none