

July 11th, 2018 Board Minutes

Meeting called to order at 11:00am.

Roll Call: **Present:** Elizabeth Sarff, Carrie Bush, Jennifer Doerfler, Ann Briggs, and Jo Pelham
Ex-Officio members: Terri Anderson and Crystell Tibbetts

The NCCS Mission and Vision statements were read.

No Visitors

No Conflict of Interest

Motion by Bush, second by Pelham to approve the agenda. All in favor. Motion carried.

No Public Comment.

Motion by Bush second by Pelham to approve the June 11th, 2018 Board Minutes. All in favor.
Motion carried.

Motion by Sarff second by Doerfler to approve the June 11th, 2018 Board Retreat Minutes with one correction to the date (year should be changed to 2018 from 2017). All in favor.
Motion carried.

Motion by Briggs, second by Pelham to approve the June 11th, 2018 Finance Committee Meeting Minutes. All in favor. Motion carried.

Motion by Bush second by Pelham to approve the June 26th, 2018 Special Board Meeting Minutes. All in favor. Motion carried.

Motion by Briggs, second by Sarff to approve the financial and enrollment reports. All in favor. Motion carried.

Recognitions: Thank you to all the summer staff that working this summer.

Committee Report: Finance committee met (see minutes).

Admin Report: *Recognitions:* Summer staff for their great work!! *Staff Development:* Lori and I attended the Breakthrough Coach training. It was the best training I've ever attended and will allow me to spend more time in classrooms observing staff throughout the building. Kent, Becky, and Monica attended FAST training. Crystell and Lori have been to trainings pertinent to their job responsibilities. *Student Activities:* Summer foods is going well. Donna is meeting with students in need of counseling. Some of our students attended Math and Science camp with Ty. Donna and Sia have taken some of our students on special outings. *Building and Grounds:* The elevator installation will begin July 16. Tim McArthur and his crew have been deep cleaning the building. Kenny and Art have been busy with various indoor and outdoor projects. *Upcoming Dates:* August 27-30: Staff In service. August 30: Open House.

Academic Progress Report: Terri informed the Board that this year's official MCA testing results still embargoed until August 28th, 2018. Results will be brought to the September meeting.

Attendance Report: no attendance report this month.

Board Development: All Board is invited to attend the annual Communities Collaborative Conference in August and the MSBA summer seminar in St. Paul. Newly elected board members Jennifer Doerfler and Ann Briggs have been board members in the past and both have already completed the required 3 component training.

Policy Review: Policy 534 Headlice Policy needed no changes. Policy 601 School District Curriculum and Instructional Goals Policy was distributed for review.

No Old Business.

A. Math Expressions Purchase Update:

Motion by Pelham, second by Bush to approve the purchase of the new math curriculum (Math Expressions) in the amount of \$27,327.82 in FY19 with the understanding we will be over budget which will be drawn from our fund balance. All in favor. Motion carried.

New Business:

A. Reorganize Board and Committee:

Doerfler nominated Briggs as Chair. Briggs seconded.

Bush nominated Sarff as Chair. Pelham seconded.

Votes for Ann Briggs: Jennifer Doerfler and Ann Briggs

Votes for Elizabeth Sarff: Jo Pelham, Carrie Bush, and Elizabeth Sarff

Elizabeth Sarff will be Chair.

Doerfler nominated Briggs as Vice Chair. Pelham seconded. No other nominations.

Briggs nominated Doerfler as Secretary/Treasurer. Doerfler seconded. No other nominations.

Bush nominated Pelham as Clerk. Briggs seconded. No other nominations.

All in favor. Motions carried.

Committee Assignments:

Human Resource Committee: Carrie Bush and Ann Briggs

School Improvement Committee: Jo Pelham and Ann Briggs

Finance and Facilities: Jennifer Doerfler and Elizabeth Sarff

Motion by Pelham, second by Briggs to approve the committees. All in favor. Motion carried.

B. Data Protection Appointments RA/DA/DPCO:

Motion by Pelham, second by Briggs to approve Lori Lang (school secretary) as the Data Protection Authority Responsible Authority. All in favor. Motion carried.

Motion by Briggs, second by Doerfler to approve Terri Anderson (Director) as the Data Protection Designated Authority. All in favor. Motion carried.

Motion by Pelham, second by Briggs to approve Elizabeth Sarff (Board Chair) as the Data Practices Compliance Official. All in favor. Motion carried.

C. Board Meeting Dates & Times Calendar:

Motion by Briggs, second by Bush to approve changing the August board meeting date from August 8th 2018 to August 10th, 2018 at 11:00am. All in favor. Motion carried.

Motion by Pelham, second by Doerfler to approve setting the board meeting calendar for the 2018-2019 school year to the second Thursday of every month at 4:30pm. All in favor. Motion carried.

D. FY19 Cash flow Report Approval:

Motion by Sarff, second by Briggs to approve the FY19 cashflow report. All in favor. Motion carried.

E. VOA Charter School Assurance of Compliance Approval FY19:

Motion by Briggs, second by Pelham to approve the VOA Charter School Assurance of Compliance for FY19. All in favor. Motion carried.

F. Approve bidding process for Milk and Bread:

Motion by Briggs, second by Doerfler to approve the bidding process for milk and bread. All in favor. Motion carried.

Motion by Doerfler, second by Briggs to adjourn. All in favor. Motion carried.

Meeting adjourned at 12:27pm.