



Nerstrand Elementary School  
205 2nd St | PO Box 156  
Nerstrand MN 55053

## Board of Directors Meeting Minutes

Charter District #4055

May 13, 2024 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Staff Present	Other Attendees
Carmen Bonde	Carissa Erickson	Nicole Musolf	
Ali Bossmann	Phil McBride	Traci LaFerriere	
Kelly McGregor			
Terri Neumann			
Tara Vondrasek			

1.0 Call to Order at 3:30 p.m.

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Terri, Second: Kelly, Yay: 5, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve Board Meeting Minutes

4.1 Approve April 8, 2024 Board Meeting Minutes

Approved. First: Terri, Second: Ali, Yay: 5, Nay: 0, Abstentions: 0

5.0 Community Comment

None present

Nerstrand Elementary Charter Authorizer is:  
Novation Education Opportunities (NEO)  
3432 Denmark Ave, Ste 130  
Eagan, MN 55123



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## 6.0 Reports

### 6.1 Director Report

#### a) News

- 24-25 Kindergarten welcome meeting took place
- Hosted 5th Grade DARE Graduation
- All school field trip, via a grant, to the Rice County Historical Society was a success
- Ukraine was dedicated to the Peace Garden
- Color Run website was launched and is also successful

#### b) Student Achievement

- 3rd-5th Graders took the MCA/MTAS reading & math assessments
- 5th Grade took MCA science May 1 & 2nd
- Results are embargoed until August and shared with the board as soon as they are public

#### c) NEO Update

- Final data will be taken on our contract goals
- This includes FAST assessments, attendance, and F&P
- Contract goals and updated data will be reviewed at June meeting

#### d) Director Performance

- Director Support & Evaluation Committee will provide a full board update

### 6.2 Enrollment Update

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- Current enrollment for 2023-2024 is 99
- Kindergarten:17, 1st: 19, 2nd:19, 3rd:14, 4th:17, 5th:13

### 6.3 Enrollment for 24-25

- Current enrollment for 2024-2025 is 98
- Kindergarten: 16, 1st: 19, 2nd: 19, 3rd: 18, 4th: 11, 5th: 15

### 6.4 Finance Report

- Monthly Financial Report by Traci LaFerriere  
Motion to approve Monthly Financial Report  
Motion approved. First: Tara, Second: Carmen,  
Yay: 5, Nay: 0, Abstentions: 0
- Review and vote to approve donations over \$500  
Motion to approve donations over \$500  
Motion approved. First: Terri, Second: Kelly, Yay: 5, Nay: 0,  
Abstentions: 0
- Update from Finance Committee
  - Finance Committee has met to review the FY2025 budget
  - Considerations to increase revenue and decrease expenditures
  - Finance Committee recommends that there be a salary freeze for all staff for the 24-25 school year

#### d) Approve budget for 24-25 school year as follows

	Fund 01	Fund 04
Revenue	\$1,494,195	\$7,876
Expense	\$1,586,236	\$7,875
Net Income	-\$92,041	\$1
Ending Balance	\$364,482	\$1

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Motion to approve 24-25 school year budget

Motion approved. First: Terri, Second: Carmen, Yay: 5, Nay: 0,  
Abstentions: 0

e) Approve Staff Compensation Schedule for 24-25 school year

Motion to approve Staff Compensation Schedule for 24-25

Motion approved. First: Kelly, Second: Tara, Yay: 5, Nay: 0,  
Abstentions: 0

f) Approve EdVisions Cooperative Health Insurance 3% increase for  
24-25 school year; school pays 3% increase

Motion to approve EdVisions Cooperative Health Insurance 3%  
increase with school paying 3% for the 24-25 school year

Motion approved. First: Terri, Second: Kelly, Yay: 5, Nay: 0,  
Abstentions: 0

#### 7.0 Policy

a) Policy 208 Development, Adoption and Implementation  
of Policies

Motion to approve policy 208 Development, Adoption and  
Implementation of Policies

Motion approved. First: Kelly, Second: Carmen, Yay: 5, Nay: 0,  
Abstentions: 0

b) Policy 209 Code of Ethics

Motion to approve policy 209 Code of Ethics

Motion approved. First: Tara, Second: Terri, Yay: 5, Nay: 0,  
Abstentions: 0

c) Policy 210.1 Conflict of Interest

Motion to approve policy 210.1 Conflict of Interest

Motion approved. First: Kelly, Second: Carmen, Yay: 5, Nay: 0,  
Abstentions: 0

d) First look at policy 211 Criminal or Civil Action against Charter

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School, Board, Employee or student

- e) First look at policy 212 Charter School Board Development
- f) First look at policy 213 Charter School Board Development
- g) First look at policy 214 Out of State Travel by School Board Members

## 8.0 New Business

- 8.1 Review Staffing  
No change
- 8.2 Approve Indigo Education for 24-25 SY; \$21,150/year  
Motion to approve Indigo Education for 24-25 SY  
Motion approved. First: Kelly, Second: Carmen, Yay: 5,  
Nay: 0, Abstentions: 0
- 8.3 Approve Lease Agreement with Faribault Public Schools, contingent  
on it passing their board meeting in May 2024; for SY24-25;  
\$164,250/year  
Motion to approve Lease Agreement with Faribault Public Schools  
Motion approved. First: Terri, Second: Carmen, Yay: 5, Nay: 0,  
Abstentions: 0
- 8.4 Approve Custodian Agreement with Faribault Public Schools,  
contingent on it passing their board meeting in May 2024; for  
SY24-25, \$4%increase  
Motion to approve Custodian Agreement with Faribault Public  
Schools  
Motion approved. First: Kelly, Second: Terri, Yay: 5, Nay: 0,  
Abstentions: 0
- 8.5 Approve Kitchen Agreement with Faribault Public Schools,

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contingent on it passing their board meeting in May 2024 for SY 24-25

Motion to approve Kitchen Agreement with Faribault Public Schools

Motion approved. First: Terri, Second: Carmen, Yay: 5, Nay: 0, Abstentions: 0

- 8.6 Approve Technology Agreement with Faribault Public Schools, contingent on it passing their board meeting in May 2024; for SY24-25; \$4% increase.

Motion to approve Technology Agreement with Faribault Public Schools

Motion approved. First: Kelly, Second: Tara, Yay: 5, Nay: 0, Abstentions: 0

- 8.7 Approve Nursing Agreement with Faribault Public Schools, contingent on it passing their board meeting in May 2024; for SY24-25; \$4% increase.

Motion to approve Nursing Agreement with Faribault Public Schools

Motion approved. First: Tara, Second: Terri, Yay: 5, Nay: 0, Abstentions: 0

- 8.8 Update from Director Support & Evaluation Committee

- 9/14 surveys were completed by staff
- survey results were shared with the board

- 8.9 Certify Board Election Results

Paula Shroyer was certified by Ali Bossmann as the new teacher rep

Motion to approve Paula Shroyer as new teacher rep

Motion approved. First: Kelly, Second: Carmen, Yay: 5, Nay: 0, Abstentions: 0

- 8.10 Approve Board Meeting Schedule for SY24-25

Motion to approve Board Meeting Schedule for SY 24-25

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Motion approved. First: Terri, Second: Carmen, Yay: 5, Nay: 0,  
Abstentions: 0

8.11 Discuss next Board meeting time

- Jun 10, 2024 will be held at 3:30pm at the media center

8.12 Discuss Marketing Plan for Enrollment

- Invite the Faribault Daily News when big events are happening
- Use more event pictures on social media
- Invite local daycares to school events such as carnival
- Invite local daycares to enjoy the library

8.13 Approve Macphail Music Contract for SY24-25 at a rate of  
\$16.50/hour or \$6979.50/year

Motion to approve Macphail Music Contract for SY24-25

Motion approved. First: Terri, Second: Carmen, Yay: 5, Nay: 0,  
Abstentions: 0

8.14 Approve Goodhue County Education District Contract for D/HH for  
SY24-25 at \$10,676

Motion to approve Goodhue County Education District Contract for  
D/HH for SY24-25

Motion approved. First: Tara, Second: Kelly, Yay: 5, Nay: 0,  
Abstentions: 0

9.0 Old Business

- 9.1 Chair reminds new board members Bossmann and McBride that they have 1 year to complete 3 required trainings (finance, governance, employment). Finance training must be completed By Aug. 22, 2024

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## 10.0 Other

### 10.1 Opportunity for BOD member comments on meeting:

Did we stay on track? Strategic vs. micro-manage? Everyone able to participate? Yes, the meeting went well, good discussion and passing of motions.

### 10.2 Next Board of Directors meeting – June 10, 2024 at 3:30pm, Nerstrand Media Center

## 11.0 Adjournment

Motion to adjourn at 4:30p.m.

Approved. First: Tara, Second: Carmen, Yay: 5, Nay: 0, Abstentions: 0

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Carissa Erickson, Chairperson of the Board

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Tara Vondrasek, Clerk of the Board

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