



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

Board of Directors Meeting Minutes

Charter District #4055

August 11, 2025 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Staff Present	Other Attendees
Carmen Bonde	Ali Bossmann	Nicole Musolf	
Andrea Peterson	Terri Neumann	Traci LaFerriere	
Carissa Erickson			
Sarah Johnson			
Paula Shroyer			

1.0 Call to Order at 3:35 p.m.

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Paula, Second: Carmen, 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 June 9, 2025 Board Meeting Minutes

Approved. First: Sarah, Second: Paula, Yay: 5, Nay: 0, Abstentions: 0

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



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5.0 Community Comment

None noted

6.0 Reports

6.1 Director Report

a) News

- Teachers have been doing professional development over the summer for the new EL Open Up Resources reading curriculum
- We are expecting around 130 students and 3 new staff
- Kinder -Go-Round will be September 2nd and 3rd
- Back to school Open House is September 2nd from 6:00-7:00 p.m.

b) Student Achievement

- MCAs will come in between August and October
- New hire, Mikayla Sannes, has not completed READ Act Professional Development Training. She is registered for CORE and will begin classes in September. She will sign a Memorandum of Understanding this August that once she completes the training in May of 2026, she will get \$1000.00 from Literacy Aid money from MDE for completing this training. All other teachers received this money as well.

c) NEO Update

- All data, minus MCA information, has been entered. NEO needs to calculate that now with our prior year's data

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d) Director Performance

- Director will focus on Domain 2 next year

6.2 Enrollment for 25-26

- Current enrollment for 2025-2026 is 130
- Kindergarten: 21, 1st: 25, 2nd:21, 3rd:25, 4th:28, 5th:10
- 1st, 3rd & 4th grade are closed

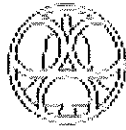
6.3 Finance Report

- a) Monthly Financial Report by Traci LaFerriere
Motion to approve Monthly Financial Report
Motion approved. First: Carmen, Second: Sarah,
Yay: 5, Nay: 0, Abstentions: 0
- b) Vote on donations over \$500 from July 1- August 11, 2025
Motion to approve \$500 donation from Allina
Motion approved. First: Paula, Second: Carmen, Yay: 5, Nay: 0,
Abstentions: 0

7.0 Policy

- a) Staff Handbook 25-26
Motion to approve Staff Handbook 25-26
Motion approved. First: Paula, Second: Sarah, Yay: 5, Nay: 0,
Abstentions: 0
- b) Student Handbook 25-26
Motion to approve Staff Handbook 25-26
Motion approved. First: Carmen, Second: Sarah, Yay: 5, Nay: 0,
Abstentions: 0

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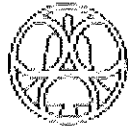
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- c) Language Access Plan
Motion to approve Language Access Plan
Motion approved. First: Sarah, Second: Paula, Yay: 5, Nay: 0,
Abstentions: 0
- d) Policy #806 Crisis Management - First Look
- e) Step-By-Step Crisis Management - First Look
- f) Policy #721 Procurement Policy
Motion to approve Policy #721 Procurement Policy
Motion approved. First: Paula, Second: Carmen, Yay: 5, Nay: 0,
Abstentions: 0

8.0 New Business

- 8.1 Review Staffing
 - a) NA
- 8.2 Approve Reno Mothes, DAPE, \$100/hour with a \$10K ceiling, for 25-26 school year
Motion to approve Reno Mothes, DAPE
Motion approved. First: Sarah, Second: Carmen, Yay: 5, Nay: 0,
Abstentions: 0
- 8.3 Approve Faribault Public Schools, School Nutrition Program, for 25-26 school year
Motion to approve Faribault Public Schools, School Nutrition Program, for 25-26 school year
Motion approved. First: Paula, Second: Sarah, Yay: 5, Nay: 0,
Abstentions: 0
- 8.4 Approve Faribault Public Schools, LPN, 15 hours ceiling, includes salary/benefits, plus 8% admin fee
Motion to approve Faribault Public Schools, LPN
Motion approved. First: Carmen, Second: Paula, Yay: 5, Nay: 0,

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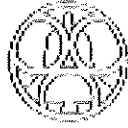


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- Abstentions: 0
- 8.5 Approve Faribault Public Schools, Technology Support, July & August 2025 for hours worked, salary/benefits, plus 8% admin fee
Motion to approve Faribault Public Schools, Technology Support, July & August 2025
Motion approved. First: Sarah, Second: Carmen, Yay: 5, Nay: 0, Abstentions: 0
- 8.6 Approve Faribault Public Schools, Custodian, .925 salary/benefits, plus 8% admin fee, for 25-26 school year
Motion to approve Faribault Public Schools, Custodian, for 25-26 school year
Motion approved. First: Carmen, Second: Paula, Yay: 5, Nay: 0, Abstentions: 0
- 8.7 Approve Faribault Public Schools, Lease, July & August 2025 for \$13,687.50 per month.
Motion to approve Faribault Public Schools, Lease, July & August 2025
Motion approved. First: Carmen, Second: Paula, Yay: 5, Nay: 0, Abstentions: 0
- 8.8 Board to sign Lease Aid Certification Form
- 8.9 Review BOD Onboarding Document including Ethics Policy
- 8.10 Review BOD Board Development/Training Plan
- 8.11 Approve BOD Calendar
Motion to approve BOD Calendar
Motion approved. First: Carmen, Second: Sarah, Yay: 5, Nay: 0, Abstentions: 0
- 8.12 Approve 25-26 Board Roster
Motion to approve 25-26 Board Roster
Motion approved. First: Sarah, Second: Paula, Yay: 5, Nay: 0, Abstentions: 0
- 8.13 Discuss Principal Evaluation
- 8.14 Board to sign NEO Oath of Office

9.0 Old Business

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- 9.1 Board Chair checks in with Director and Peterson regarding board trainings.

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 – September 8, 2025 at 3:30pm, Nerstrand Media Center

11.0 Adjournment

Motion to adjourn at 4:09 p.m.

Approved. First: Paula, Second: Andrea, Yay: 5, Nay: 0, Abstentions: 0

Carissa Erickson, Chairperson of the Board

Sarah Johnson, Clerk of the Board

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