

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

## Board of Directors Meeting Minutes

Charter District #4055

March 10, 2025 | 3:30 p.m.

Nerstrand Elementary Media Center

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

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

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Paula, Second: Terri, Yay:6 , 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 February 10, 2025 Board Meeting Minutes

Approved. First: Terri, Second: Carmen, Yay: 6, Nay: 0, Abstentions: 0

4.2 Approve February 11, 2025 Election Committee Minutes

Approved. First Terri, Second: Sarah, Yay: 6, 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

- Whole school field trip to the MN History Center
- Woodland students visited the River Bend Nature Center
- Due to weather only half of the parent/student conferences were held
- Thus far 100% attendance for winter conferences
- Classrooms held Valentine's Day parties
- A brief all school dance party was held to show students how to relieve stress
- Each Wednesday there was some kind of activity to help celebrate I Love to Read month
- We are officially  $\frac{2}{3}$  of the way through the school year
- 20 kindergarteners are registered for the 25/26 school year

#### b) Student Achievement

- Data was reviewed during the teacher workday
- Students in need were regrouped into intervention groups
- Teachers listened to a presentation from a reading vendor
- New reading curriculum options are being investigated
- Five staff members completed their final live course in the READ Act professional development training
- 3-5 grade students will be taking the MCA tests in April

#### c) NEO Update

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- Learning Walk feedback was reviewed

d) Director Performance

- Staff evaluations are underway
- Director's evaluation will be taking place this spring

6.2 Enrollment for 24-25

- Current enrollment for 2024-2025 is 105
- Kindergarten: 23, 1st: 17, 2nd:19, 3rd:21, 4th:11, 5th:14

6.3 Finance Report

- a) Monthly Financial Report by Traci LaFerriere  
Motion to approve Monthly Financial Report  
Motion approved. First: Carmen, Second: Tara,  
Yay: 6, Nay: 0, Abstentions: 0

- b) Vote on donations over \$500 from Feb 11- March 10  
Motion to approve donation from Ag Center  
Motion approved. First: Paula, Second: Terri, Yay: 6, Nay: 0,  
Abstentions: 0

- c) Budget Revision for 24-25  
Motion to approve Budget Revision for 24-25 as

	Fund 01	Fund 04
Revenues:	\$1,561,009	\$6,818
Expenditures:	\$1,606,095	\$8,042
Net Income:	-\$45,086	-\$1224
Ending Balance:	\$499,687	\$707

Motion approved. First: Carmen, Second: Sarah, Yay: 6, Nay:0,  
Abstentions: 0

- d) Update from Finance Committee: Preview 25-26 budget

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Meeting on March 20th

## 7.0 Policy

- a) Policy 408 Subpoena of an Employee  
Motion to approve Policy 408 Subpoena of an Employee  
Motion approved. First: Terri, Second: Paula, Yay: 6, Nay: 0,  
Abstentions: 0
  
- b) Policy 409 Employee Publications, Instructional Materials,  
Inventions & Creations  
Motion to approve Policy 409 Employee Publications, Instructional  
Materials, Inventions & Creations  
Motion approved. First: Carmen, Second: Sarah, Yay: 6: Nay: 0,  
Abstentions: 0
  
- c) Policy 410 Family & Medical Leave Policy  
Motion to approve Policy 410 Family & Medical Leave Policy  
Motion approved. First: Sarah, Second: Paula, Yay: 6: Nay: 0,  
Abstentions: 0
  
- d) Long Term Strategic Plan  
Motion to approve Long Term Strategic Plan  
Motion approved. First: Paula, Second: Terri, Yay: 6, Nay: 0,  
Abstentions: 0
  
- e) First look Policy 412 Expense Reimbursement

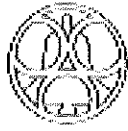
## 8.0 New Business

### 8.1 Review Staffing

Motion to approve the following staff changes

- a) Sue Reuvers, Special Education Paraprofessional,  
termination effective on 2/13/2025
- b) Philip McBride, Special Education Teacher,

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resignation effective on May 30, 2025

- c) Margaret Huber, Special Education  
Paraprofessional, resignation effective on May 30, 2025
- d) Meghan Miller, Special Education Paraprofessional,  
employment effective on 2/28/2025 at \$18.52/hour
- e) Innana Temple, First Grade Teacher, Family Leave effective  
on or around April 7, 2025 through May 30, 2025
- f) Margaret Huber, Substitute Teacher, effective April 1, 2025  
through May 30, 2025
- g) Laurie Hougen-Eitzmen, Special Education Paraprofessional  
Substitute, effective April 1, 2025 through May 30, 2025

Motion approved. First: Sarah, Second: Carmen, Yay: 6, Nay: 0,  
Abstentions: 0

#### 8.2 On-going board development- Edvisions Training on Employment Matters

Certificate of completion was signed

#### 8.3 On-going board development- Board Roles & Student Achievement Tabled to April Meeting

#### 8.4 Approve Election committee Responsibility List

30 day election notice date is April 11, 2025

Motion to approve Election Committee Responsibilities

Motion approved. First: Sarah, Second: Terri, Yay: 6, Nay: 0,  
Abstentions: 0

#### 8.5 Update from Director Support & Evaluation Committee Staff survey will be sent out and completed in April

#### 8.6 25-26 School Calendar Update

Teachers will meet Thursday, March 13 to discuss calendar

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## 9.0 Old Business

## 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 – April 14, 2025 at 3:30pm, Nerstrand Media Center

## 11.0 Adjournment

Motion to adjourn at 4:30p.m.

Approved. First: Paula, Second: Tara, Yay: 6, 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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