



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

### Board of Directors Meeting Minutes

Charter District #4055

November 13, 2023 | 3:30 p.m.

Nerstrand Elementary Media Center

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

1.0 Call to Order at 3:32 p.m.

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Terri, Second: Carmen, Yay: 7, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve October 9, 2023 Board Meeting Minutes

Approved. First: Carmen, Second: Kelly, Yay: 7, 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

- Discovery Day was canceled due to weather
- Fall conferences were a huge success with 94% family participation
- Harvest Parade was fantastic and students and staff enjoyed seeing one another dressed up
- November 21st is the end of our first trimester

#### b) Student Achievement

- Daily reading and math interventions are in place
- Progress monitoring is taking place every 2 weeks
- Reading Corp has started with 16 students receiving services

#### c) NEO Update

- NEO observed October meeting
- Board will review 3 items marked emerging; student performance as agenda item, finances being tied to pupil units, and board monitors and evaluates school progress referencing strategic plans

#### d) Director Performance

- The Director will continue to focus on instruction
- Teachers are curriculum mapping reading and math
- Monthly reviews by the director are taking place on the maps

### 6.2 Enrollment Update

- Current enrollment for 2023-2024 is 96 (lost 3 due to travel and HR

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issue and gained 1)

- Kindergarten:16, 1st:20, 2nd:18, 3rd:14, 4th:16, 5th:12

### 6.3 Finance Report

a) Monthly Financial Report by Traci LaFerriere

Motion to approve Monthly Financial Report

Motion approved. First: Kelly, Second: Tara, roll call vote.

Yay: 7, Nay: 0, Abstentions: 0

b) Review and vote to approve donations over \$500

Motion to approve donations over \$500 per policy from 10/3-11/10

Motion approved. First: Carmen, Second: Terri, Yay: 7, Nay: 0,

Abstentions: 0

### 7.0 Policy

a) Evacuation/Relocation Procedure

Motion to approve Evacuation/Relocation Procedure

Motion approved. First: Terri, Second: Carmen, Yay: 7, Nay: 0,

Abstentions: 0

b) Policy 721 Capitalization

Motion to approve policy 721 Capitalization

Motion approved. First: Carmen, Second: Tara, Yay: 7, Nay:0,

Abstentions: 0

c) First look at policy 102 Equal Educational Opportunity

d) First look at policy 103 Complaints

e) First look at policy 206 Public Comments at School Board Meeting

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## 8.0 New Business

### 8.1 Review Staffing

No change

### 8.2 Vote to form Director Support and Evaluation Committee

- Carmen, Terri and Phil will serve on the Director Support Committee

### 8.3 Board of Director On-Going Training on Governance

- Board viewed when to close a Board Meeting

### 8.4 Discuss NEO's Rubric Feedback

- Director will contact NEO for more information
- Board plans to include student performance as an agenda item under Directors report
- Budget will be updated for 96 pupils

## 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). One training must be completed within the first 6 months. (Feb. 22, 2024 & Aug. 22, 2024)

## 10.0 Other

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

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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 – December 11th, 2023 at  
3:30pm, Nerstrand Media Center

#### 11.0 Adjournment

Motion to adjourn at 4:15 p.m.

Approved. First: Tara, Second: Carmen, Yay: 7, 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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