



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

## Board of Directors Meeting Minutes

Charter District #4055

April 11th, 2022 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Others Present	Community Members Present
Sarah Johnson		Maggie Kiley	
Jake Kaukola		Barb Grote	
Amber Skluzacek		Keith Johnson	
Tara Vondrasek			
Nicole Shaefer			
Terri Neumann			
Carissa Erickson			

1.0 Call to Order at 3:33 pm

1.1 Roll Call

2.0 Approve Agenda,

Approved. First: Jake, Second: Amber, Yay: 7, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve March 14th, 2022 Board Meeting Minutes

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

5.0 Community Comment

None



Nerstrand Elementary Charter Authorizer is:  
Novation Education Opportunities (NEO)  
3432 Denmark Ave, Ste 130  
Eagan, MN 55123  
Nerstrand Elementary School  
205 2nd St | PO Box 156  
Nerstrand MN 55053

## 6.0 Open Meeting Law Presentation - by Timothy Sullivan

## 7.0 Reports

### 7.1 Director Report

#### a) School Highlights

- Our Community Celebration honoree, Fred Somers, visited April 6th. He shared paintings, sketches and shared his Big Woods Park sticker he painted in 1996
- Andrew Wykes spent April 8th creating art with 4th & 5th grade
- MCA will begin the week of April 11th. Grades 3rd - 5th will be assessed in math and reading & 5th graders in science
- The Community Celebration is coming back, tradition since 1998 and this is a joy to see come back since we haven't celebrated since the pandemic began
- Another exciting update is the return of the Sock Hop, it is scheduled for the evening of April 29th

#### b) Personnel Update

- Special education paraprofessional, Trace Miner-Jacobson, has accepted the position of Administrative Assistant. She was unanimously selected by the hiring committee

#### c) NEO Update

- Sarah Johnson & Maggie Kiley will meet with NEO to complete final review of Performance Framework

#### d) Director Evaluation - focus on enrollment growth

- We will hold another Open house May 5th from 5:00-6:30 pm. Billboard will be going up in Faribault, and will have an ad showing at Cannon Valley Cinema before every movie. Enrollment committee will be meeting again by the end of April.



Nerstrand Elementary Charter Authorizer is:  
Novation Education Opportunities (NEO)  
3432 Denmark Ave, Ste 130  
Eagan, MN 55123  
Nerstrand Elementary School  
205 2nd St | PO Box 156  
Nerstrand MN 55053

d) Student Performance Results

- Reviewed group screening in 1st Grade reading and math

e) COVID-19 update

- Pandemic protocols has been continuing to roll back. The drinking fountain is now back on, everyone leaving out the front door and having regular seating in the lunchroom

7.2 NEO Authorizer Comments

- None

7.3 Enrollment Update

109 students currently enrolled for fall. Specific grade counts are Kindergarten - 22, 1st Grade - 22, 2nd Grade - 16, 3rd Grade - 16, 4th Grade - 18 and 5th Grade - 15

7.4 Finance Report

a) Monthly Financial Report

Motion to approve Monthly Financial Report

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

b) Update given on the search for Financial Service Manager, the selection of an auditor and reviewing the proposed FY23 and 3 year budgets

8.0 Policy

8.1 Review: Volunteer Background Checks Policy #415

9.0 New Business

9.1 Approve FY23 Financial Services Contract Motion to approve FY23 Financial Services Contract



Nerstrand Elementary Charter Authorizer is:  
Novation Education Opportunities (NEO)  
3432 Denmark Ave, Ste 130  
Eagan, MN 55123  
Nerstrand Elementary School  
205 2nd St | PO Box 156  
Nerstrand MN 55053

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

9.2 Approve FY23 Auditor Contract with Abdo

Motion to approve FY23 Auditor Contract with Abdo

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

9.3 Approve FY23 Budget and 3-Year Budget

Motion to approve FY23 Budget and 3-Year Budget

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

9.4 Approve FY23 Student-Centered Learning Contract - ECSE Teacher  
\$100/hr

Motion to approve FY23 Student-Centered Learning Contract - ECSE  
Teacher \$100/hr

Motion approved. First: Amber, Second: Nicole, Yay: 7, Nay: 0,  
Abstentions: 0

9.5 Approve FY23+FY24 On The Move - Therapy Services, LLC  
Contract OT \$104/hr

Motion to approve FY23+FY24 On The Move - Therapy Services,  
LLC Contract OT \$104/hr

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

9.6 Approve FY23 EdVisions Contract

Motion to approve FY23 EdVisions Contract

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

10.0 Old Business

9.1 Review BOD Work Calendar

Nerstrand Elementary Charter Authorizer is:  
Novation Education Opportunities (NEO)  
3432 Denmark Ave, Ste 130  
Eagan, MN 55123  
Nerstrand Elementary School  
205 2nd St | PO Box 156  
Nerstrand MN 55053



- a) Announce 30 day notice of BOD election - election process update, February 10th, ballots sent April 4th

## 11.0 Other

11.1 Navigation to Board packet - success? Some confusion but everyone is learning, progress toward board being able to assemble packets more easily

11.2 Opportunity for BOD member comments on meeting:  
Did we stay on track? Strategic vs. micro-manage? Everyone able to participate? Yes meeting went well and progressed nicely. As a board we need to work on discussing the motion at hand with questions, information and points to and for the motion prior to a vote, during the discussion portion of a motion. Motions that are not given a second will fail and not move to discussion. After discussion board will verbally vote yay or nay and effectively decide if the motion passes or fails.

11.3 Next Board of Directors meeting – May 9th, 2022 at 3:30 pm,  
Nerstrand Media Center

## 12.0 Adjournment at 5:39 pm

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

Signed \_\_\_\_\_

Chairperson of the Board Clerk of the Board

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