

Nerstrand Elementary School  
Board of Directors Meeting Minutes  
October 10, 2016

**Members Present**

Sarah Johnson  
Carmen Bonde  
Jason DeMars  
Jennie Umbreit  
Paula Shroyer  
Sarah Stensrud arrived at 3:48  
Andrew Lubinski

**Members/Others Absent**

**Others Present**

Maggie Kiley  
Barb Grote  
Keith Johnson  
Eric Molho

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

2.0 Approve Agenda Motion: Paula; Second: Jennie. Approved Yea: 6. Nay: 0. Abstentions: 0.

3.0 Opportunity to Report any Board Conflicts of Interest No conflicts.

4.0 Approve September 12, 2016 Meeting Minutes Motion: Sarah J; Second: Andrew. Approved Yea: 6. Nay: 0. Abstentions: 0.

5.0 Community Comment None.

6.0 Reports

6.1 Director Report

6.1.1 Student performance. Elements of Reading Well by 3<sup>rd</sup> Grade.

6.2 Business Manager's Finance Report

6.3 Enrollment Update

7.0 Ongoing Board Training: Education Data Practices. Presentation and packet provided by Keith.

8.0 New Business

8.1 Board Development Plan/Annual Training Record - review

8.2 Dress Code Policy – review. The term “fragrance” will be added to the policy.

8.3 Designate Identified Official with Authority (IOwA)

8.3.1 The Minnesota Department of Education (MDE) requires that school districts, charter schools or other organizations annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA) or organization. The Nerstrand Admin Team recommends the Board authorize MAGGIE KILEY to act as the Identified Official with Authority for NERSTRAND ELEMENTARY.

Motion: Jason; Second: Paula. Approved Yea: 7. Nay: 0. Abstentions: 0.

9.0 Old Business

9.1 Director Evaluation - finalize changes to Director evaluation. Sarah will email finished document to Keith for final approval next month.

9.2 Board Calendar of Events - review background check process.

9.3 Conflict of Interest Policy 202.6 – review. Final policy next month for approval.

10.0 Other

11.0 Confirm next BOD meeting date: November 14th, 3:30pm in Media Center

12.0 Adjournment at 4:35. Motion: Andrew; Second: Jason. Approved Yea: 7. Nay: 0. Abstentions: 0.

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Board Chair

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Board Clerk