



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

Board of Directors Meeting Minutes

Charter District #4055

February 14th, 2022 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Others Present	Community Members Present
Amber Skluzacek		Maggie Kiley	
Jake Kaukola		Keith Johnson	
Sarah Johnson		Kelly McGregor	
Tara Vondrasek		Lori Amy	
Alicia Wasilowski		Barb Grote	
Terri Neumann			
Nicole Schaefer			

- 1.0 Call to Order at 3:32 pm
 - 1.1 Roll Call

- 2.0 Approve Agenda,
Approved. Pending addition of 8.2 masking policy discussion.
First: Terri, Second: Jake, Yay: 6, Nay: 0, Abstentions: 0

- 3.0 Opportunity to Report any Board Conflicts of Interest
None noted

- 4.0 Approve January 10th, 2022 Board Meeting Minutes
Approved. First: Amber, Second: Terri, Yay: 6, Nay: 0, Abstentions: 0

- 5.0 Community Comment

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

See Reports for additional details

a) School Highlights

- Open House took place on 2/5/22, we had 8 families visit, this was a great successful event.
- Conferences are week of 2/14, book fair is back this year!
- Curriculum day 2/21, focus will be on enrollment efforts.
- Wolf Ridge postponed until May 9-13th.

b) Personnel Update

- Resignation of Director Maggie Kiley
- Business Manager, Keith Johnson will be retiring this summer
- Admin Asst. hiring team established. Lori Amy, Sarah Johnson, Kelly McGregor, Dana Jans and Maggie Kiley met 2/10 to plan a timeline for replacing the administrative assistant position.

c) NEO Update

- Approved for 5 year renewal

d) Director Evaluation

- Focus has been on enrollment and included new brochure by Phil McBride, new ambassador shirts and work on our Facebook page. Looking at booth at local events and an additional open house event.

d) Student Performance Results

- Reviewed group screening report in aReading and aMath for 3rd grade

e) COVID-19 Update

- The vaccine mandate was voted down by US Supreme Court. Policy #491 will not go into action

6.2 NEO Authorizer Comments

- None present

6.3 Enrollment Update

- 108 students currently enrolled.

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- For Fall 2022 enrollment, we have:
 - 10 siblings enrolled for kindergarten
 - 12 applications for kindergarten
 - 1 new enrollment for 1st grade
 - 1 new enrollment for 3rd grade
 - 1 new enrollment for 4th grade

6.4 Finance Report

- a) Keith Retirement Update
 - He is willing to help us find someone to replace him and ease the transition if the board would like. New candidate would take over July 1st 2022.
 - He will move forward with creating a list of duties and contact potential replacements.
- b) Monthly Financial Report
 - Motion to approve Monthly Financial Report
 - Motion approved. First: Amber, Second: Sarah, Yay: 6, Nay: 0, Abstentions: 0

7.0 Policy

- 7.1 Update on MSBA Vaccination or Testing-Masking Policy #491
 - The US Supreme Court did not pass this, so we will not be moving forward with this policy

8.0 New Business

- 8.1 Approve 2020 IRS Form 990 Tax Return
 - Motion to approve Monthly Financial Report
 - Motion approved. First: Terri, Second: Amber, Yay: 6, Nay: 0, Abstentions: 0
- 8.2 Faribault schools will be having a board meeting to discuss their facemask policy. Nerstrand Elementary voted to follow Faribault

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School District masking policies at the August 2021 board meeting and will continue to do so. Minutes from such meeting are on the Nerstrand Elementary School Website.

9.0 Old Business

9.1 Review BOD Work Calendar

a) Assemble Budget/Finance Committee (max 3 board members)

- Sarah Johnson, treasurer, Amber Skluzacek and Jake will serve as the budget committee. Teachers are welcome and invited to come to see and comment.

b) Review Board positions up for election, verify date to post

- Jake and Terri are willing to serve another term and will be running

c) Director hiring committee will be 5 members, including: Alicia Wasilowski, Tara, Nicole, one parent and one additional teacher. This will be presented at the staff meeting next Monday to see who would be like to serve on this committee.

- Hiring committee will compile job description, required qualifications, post job, sort through candidates, interview candidates, select favorite candidates and organize meet and greets of final candidates. They will report to board with these steps for board final approval.

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 meeting went well and progressed nicely.

10.2 Next Board of Directors meeting – March 14th, 2022 at 3:30 pm, Nerstrand Media Center

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11.0 Adjournment at 4:50 pm

Approved. First: Amber, Second: Tara, Yay: 6, Nay: 0, Abstentions: 0

Signed _____

Chairperson of the Board

Clerk of the Board

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