



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

## Board of Directors Meeting Minutes

Charter District #4055

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

Nerstrand Elementary Media Center

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

1.0 Call to Order at 3:34 pm

1.1 Roll Call

2.0 Approve Agenda,

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

- Motion to add Minnesota's Open Meeting Law as point 9.5

Motion approved. First: Amber, Second: Nicole, Yay: 6, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve February 14th, 2022 Board Meeting Minutes

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

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

- 5.0 Approve February 28th, 2022 Special Board Meeting Minutes  
Approved. First: Jake, Second: Nicole, Yay: 6, Nay: 0, Abstentions: 0
- 6.0 Community Comment  
None
- 7.0 Reports
- 7.1 Director Report  
See Report for additional details
- a) School Highlights
- Woodlands held first ever “Market Day” following their economics unit & is planning a Science Fair this spring
  - Jake is planning the Community Celebration which will be April 22nd. Woodlands had a virtual meeting with this years honoree, artist Fred Somers
  - Carmen held traditional “Highway” game in PE. She does lots of work to make this happen. They have now moved into a parachute unit.
  - ESSER GRANT (F161) is funding the Wolf Ridge Trip for teachers, students and chaperones this year
- b) Personnel Update
- Admin Asst. hiring team has begun interviewing
- c) NEO Update
- Approved for 5 year renewal
  - Training website is: <http://mncharterboard.com/>
- d) Director Evaluation
- Focus has been on fall enrollment. Spring Open House has been scheduled for 5/5/2022 from 5:00-6:30 pm Utilizing a billboard in Faribault and translating all materials into Spanish.

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 Report for 2nd grade reading and math, included fall and winter scoring
  
- e) COVID-19 Update
  - Faribault School District #656 removed the mask mandate and Nerstrand followed as the board voted to follow their guidance at the 8/2021 school board meeting.
  - Some pandemic protocols have been lessened: now being able to use hand dryers, utilizing the recess doors, dressing in winter gear in classrooms and holding all school meetings again.

7.2 NEO Authorizer Comments  
None

7.3 Enrollment Update  
113 students enrolled for fall. Full kindergarten class with 24 students, 24 students in 1st, 16 students in 2nd, 17 students in 3rd, 17 students in 4th and 15 students in 5th grade.

7.4 Finance Report

- a) Monthly Financial Report
  - Keith will request quotes from audit companies
  - Motion to approve Monthly Financial Report  
Motion approved. First: Amber, Second: Tara, Yay: 6, Nay: 0, Abstentions: 0
  
- b) Update from Budget/Finance Committee
  - Met on 3/14/2022
  - 2 different budget scenarios presented to board to compare the budget looking at different enrollment projections
  
- c) Financial management options

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

- Keith has started to receive proposals and is compiling options for finding a replacement Financial Manager
- Moving toward utilizing GoogleDrive for board to upload minutes/statements

## 8.0 Policy

8.1 Motion to replace viewing Policy #404 with Policy #415 instead due to upcoming field trips and volunteer opportunities.

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

- After discussion all changes tabled until further research and planning is done to ensure best practices

## 9.0 New Business

9.1 Elect Board Treasurer

Motion to elect Jake Kaukola as Treasurer of the board

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

9.2 Open Board Position, term ends June 2022

Motion to appoint Carissa Erickson to the position of parent board member.

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

9.3 Review and Discuss FY23 MARSS Coordination Proposal through 10/7/2022, Designs for Learning

Motion to have Director Maggie Kiley to decide on the schools behalf if this service is needed/will be utilized

Motion approved. First: Amber, Second: Nicole, Yay:6, Nay: 0, Abstentions: 0

9.4 Discussed Maggie Kileys Director transition plan to assist through summer and through 10/7/2022

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 to hire Maggie Kiley as a teacher/consultant through 10/7/2022 to assist the new director during the transition. Together Maggie and the new director will cover all necessary tasks and procedures this summer and decide how Maggie's skills, knowledge and understanding of Nerstrand Elementary will be best utilized while she is assisting at the school.  
First: Amber, Second: Nicole
- Motion to amend the motion to strike the word consultant and add "on special assignment"  
Motion approved. First: Amber, Second: Nicole, Yay: 6, Nay: 0, Abstentions: 0
- Main Motion to hire Maggie Kiley as a teacher on special assignment through 10/7/2022 to assist the new director during the transition. Together Maggie and the new director will cover all necessary tasks and procedures this summer and decide how Maggie's skills, knowledge and understanding of Nerstrand Elementary will be best utilized while she is assisting at the school.  
Motion approved. First: Amber, Second: Nicole, Yay: 6, Nay: 0, Abstentions: 0

## 10.0 Old Business

### 10.1 Director Hiring Committee Update

- Ali Bossmann will be serving as the parent committee member.
- The listing has been created and the committee has started posting on educator employment sites

### 10.2 Review BOD Work Calendar

- a) Verified date for 30-day notice of BOD election
- b) Approve 2022-2023 Nerstrand School Calendar  
Motion approved. First: Jake, Second: Nicole, Yay: 6, Nay: 0, Abstentions: 0

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

12.0 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.

10.2 Next Board of Directors meeting – April 11th, 2022 at 3:30 pm,  
Nerstrand Media Center

11.0 Adjournment at 5:48 pm  
Approved. First: Terri, Second: Tara, Yay: 6, 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