



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

## Board of Directors Meeting Minutes

Charter District #4055

August 15th, 2022 | 3:30 p.m.

Carleton College Alumni Guest Center Media

Members Present	Members Absent	Staff Present	Community Members Present
Amber Skluzacek	Terri Neumann	Trace Miner-Jacobson	
Carissa Erickson		Nicole Musolf	
Sarah Johnson		Tracy LaFerriere	
Tara Vondrasek			
Nicole Shaefer			
Jake Kaukola			

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

#### 1.1 Roll Call

### 2.0 Approve Agenda

Motion to approve the agenda pending the addition of item:

#### 8.3 Financial Representatives.

- a) To add Trace Miner-Jacobson, Nicole Musolf and Jake Kaukola as authorized representatives to sign checks for Nerstrand Elementary as of 8/15/2022.
- b) Trace Miner-Jacobson and Nicole Musolf will be given authorization to use debit cards for Nerstrand Elementary.
- c) Tracy LaFerriere will be given access to view accounts on behalf of Nerstrand Elementary as a check signer.
- d) As of 8/15/2022 Remove Maggie Kiley and Barb Grote as authorized representatives to complete any financial actions for Nerstrand Elementary.

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



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

Motion to approve agenda as amended.

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

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve June 20th, 2022 Board Meeting Minutes, with date correction

Approved. First: Jake, Second: Nikki, Yay: 6, Nay: 0, Abstentions: 0

5.0 Community Comment

None noted

6.0 Reports

6.1 Director Report

a) Student Performance is still embargoed and not able to share until further time

b) Director Evaluation - discussion regarding moving forward and how best to evaluate

6.2 NEO Authorizer Feedback

Discussions with NEO have been mostly regarding enrollment. There will be a meeting with NEO, Thursday August 8th at 1:00 p.m. to go over performance.

6.3 Enrollment Update

103 students currently enrolled for fall. Specific grade counts are Kindergarten - 20, 1st Grade - 21, 2nd Grade - 17, 3rd Grade - 17, 4th Grade - 14 and 5th Grade - 14

6.4 Finance Report

a) Monthly Financial Report

Motion to approve Monthly Financial Report

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

## 7.0 Policy

- 7.1 Review: Nerstrand #502.9 Dress Code Policy - for review  
Motion to approve #502.9 Dress Code Policy  
Motion approved. First: Tara, Second: Nicole, Yay: 6, Nay: 0,  
Abstentions: 0

## 8.0 New Business

- 8.1 Certify Election of Officers for next year: Chair- Sarah Johnson,  
Treasurer- Jake Kaukola, Secretary/Clerk- Amber Skluzacek  
Motion to approve 2022-2023 Board of Directors Officers  
Motion approved. First: Carissa, Second: Tara. Yay: 6, Nay: 0,  
Abstentions: 0
- 8.2 Review Staff Hiring
- a) Amy Harris, SPED Para, start day 8-15, \$21,955.25
  - b) Alicia Meland; School Psych Contractor - \$120 hourly
  - c) Carrie Turi, Regal Eagle Sub, \$18.82 hourly
- 8.3 Financial Representatives.
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Motion to approve the above financial decisions:  
Motion approved. First: Jake, Second: Tara, Yay: 6, Nay: 0,  
Abstentions: 0

9.0 Old Business

9.1 Review BOD Onboarding Document (annual)

9.2 Review Nerstrand Board Development/Training Plan (annual), chair verifies status of board trainings

9.3 Review BOD Work Calendar

a) Discuss Directors Evaluation

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.

10.2 Next Board of Directors meeting – September 12th, 2022 at 3:30 pm, Nerstrand Media Center

11.0 Adjournment at 5:04 pm

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

Signed \_\_\_\_\_

Chairperson of the Board

\_\_\_\_\_

Clerk of the Board

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