



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

## Board of Directors Meeting Minutes

Charter District #4055

February 21st, 2023 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Staff Present	Other Attendees
Amber Skluzacek	Carissa Erickson	Nicole Musolf	Eric Molho
Kelly McGregor	Terri Neumann	Traci LaFerriere	
Sarah Johnson		Trace Miner-Jacobson	
Tara Vondrasek			
Nicole Shaefer			

1.0 Call to Order at 3:34 p.m.

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Amber, Second: Tara, Yay: 5, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve January 9th, 2023 Board Meeting Minutes

Approved. First: Kelly, Second: Nicole, Yay: 5, Nay: 0, Abstentions: 0

5.0 Community Comment

None present

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

#### a) News

- 1/31/23 Teacher workday resulted in student re-grouping based on testing
- Students got to view Winnie the Pooh play in Faribault
- Sarah's homeroom won the fundraising contest to name the new floor cleaner
- We held our annual PJ & Movie Day

#### b) Student Achievement

- January tested all students in aReading and aMath
- Goal was to decrease high risk students by 10 percentage points from fall to winter. There was a slight increase so students were re-grouped, intervention is being continued and administered multiple times weekly.

#### c) Director Performance

- Data meeting have been held. Students who need extra help have been identified, we are strategizing ways to best provide this.
- Effective intervention is the current focus. Combining work into Morning Meeting, doing whole group lessons with add-ons and will adjust needs based on students.

### 6.2 NEO Authorizer Feedback

- Learning Walk will be rescheduled due to another snow day.
- Formal site visit is scheduled for 3/9/2023

### 6.3 Enrollment Update

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99 students currently enrolled. Lost two 4th grade Woodlands students to a move. Specific grade counts are: Kindergarten - 21, 1st Grade - 19, 2nd Grade - 16, 3rd Grade - 16, 4th & 5th Grade - 27

#### 6.4 Finance Report

- a) **Monthly Financial Report by Traci LaFerriere**  
Motion to approve Monthly Financial Report  
Motion approved. First: Amber, Second: Nicole, roll call vote. Yay: 5, Nay: 0, Abstentions: 0
- b) **Review and vote to approve donations over \$500**  
Motion to approve donations to Nerstrand Elementary School from 1/5/2023 to 2/15/2023 listed on Google document  
Motion approved. First: Amber, Second: Tara, roll call vote. Yay: 5, Nay: 0, Abstentions: 0

#### 7.0 Policy

- 7.1 **Review Receipt of Gift Form**  
Motion to approve Receipt of Gifts Form  
Motion approved. First: Tara, Second: Amber, Yay: 5, Nay: 0, Abstentions: 0
- 7.2 **Acceptance of Gifts Policy #706 - first viewing**
- 7.3 **Whistleblower Policy #424 - first viewing**
- 7.4 **Electronic Fund Transfer #304 - first viewing**

#### 8.0 New Business

- 8.1 **Review Staffing**  
No changes made
- 8.2 **Election Update**

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- a) Election Committee to count votes
- b) April 7th families will be notified of Election to take place on May 8th
- c) Ballots will be send home on May 1st
- d) Sarah's board seat will be filled by Carmen
- e) Nicole's board seat will be filled by Phil
- f) Amber's board seat candidates are: Nick Velardi, Kerry Hjelmgren, Ali Bossmann and Amber Skluzacek

8.3 Assemble Budget Committee of 3 or less board members  
Motion to approve the slated budget committee of Nicole Shaefer, Amber Skluzacek and Sarah Johnson  
Motion approved. First: Amber, Second: Tara, roll call vote. Yay: 5, Nay: 0, Abstentions: 0

8.4 Ongoing Board Training: Employment; Oversight of Employment Matters By Andrea Harder from Edvisions

8.5 Form Directors Evaluation Committee (next month begins evaluation) Committee will be Tara Vondrasek, Kelly McGregor and will be voted on at March meeting

## 9.0 Old Business

9.1 Chair verifies status of Board trainings (completed by 4/31) for Kelly McGregor

## 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, good discussions

10.2 Next Board of Directors meeting – March 13th, 2023 at 3:30 pm, Nerstrand Media Center

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11.0 Adjournment at 4:51 p.m.

Approved. First: Kelly, Second: Tara, Yay: 5, Nay: 0, Abstentions: 0

Signed \_\_\_\_\_

Chairperson of the Board

Clerk of the Board

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