



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

**Board of Directors Meeting Minutes**

Charter District #4055

January 9th, 2023 | 3:30 p.m.

Nerstrand Elementary Media Center

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

1.0 Call to Order at 3:38 p.m.

1.1 Roll Call

2.0 Approve Agenda

Motion to approve agenda pending correction of 4.0 to December 12th.  
 Approved. First: Amber, Second: Tara, Yay: 7, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve December 12th, 2022 Board Meeting Minutes

Motion to approve December 12th, 2022 Board Meeting Minutes  
 Approved. First: Tara, Second: Kelly, Yay: 7, 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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None present

## 6.0 Reports

### 6.1 Director Report

- a) News - December concluded uneventfully. There was a snow day right before Winter Break so PJ/Movie Day was for rescheduled 1/13. Exciting things coming for 2023!

Student Achievement - In January, we will be retesting all students for FAST and F&P. All data will be evaluated January 23rd. The board will review data in February. Based on trends, we are anticipating student achievement increases.

- b) Director Performance - Domain 1: World's Best Workforce was submitted on-time and addressed all necessary components.

### 6.2 NEO Authorizer Feedback

Our Learning Walk will be rescheduled for February. The board will receive an update in March.

### 6.3 Enrollment Update

101 students currently enrolled. Added a new 4th grade Woodlands student. Specific grade counts are: Kindergarten - 21, 1st Grade - 19, 2nd Grade - 16, 3rd Grade - 16, 4th & 5th Grade - 29

### 6.4 Finance Report

- a) Monthly Financial Report by Traci LaFerriere  
Motion to approve Monthly Financial Report  
Motion approved. First: Amber, Second: Terri, roll call vote. Yay: 7, Nay: 0, Abstentions: 0

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- b) **Approve NEW FY23 Budget Revision**  
Motion to approve New FY2023 Budget Revision  
Motion approved. First: Amber, Second: Carissa, roll call vote. Yay: 7, Nay: 0, Abstentions: 0
  
- c) **Review and vote to approve donations over \$500**  
Motion to approve donations for Nerstrand Elementary School from 9/1/2022 to 1/6/2023, listed on Google document.  
Motion approved. First: Amber, Second: Tara, roll call vote. Yay: 7, Nay: 0, Abstentions: 0

## 7.0 Policy

- 7.1 Review Receipt of Gift Form - first viewing, no vote

## 8.0 New Business

- 8.1 **Review Staffing**  
No changes made

- 8.2 **Review Board Member Terms and prepare for election**
  - a) Sarah's term expires in June of 2023
  - b) Nicky's term expires in June of 2023
  - c) Amber's term expires in June of 2023

- 8.3 **Establish an Election Committee of 3 or less board members.**  
Motion to approve the election Committee of Sarah Johnson, Tara Vondrasek and Trace Miner-Jacobson.  
Motion approved. First: Kelly, Second: Amber, Yay: 7, Nay: 0, Abstentions: 0

## 9.0 Old Business

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

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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 discussion and order of business

10.2 Next Board of Directors meeting – Tuesday February 21st, 2023 at 3:30 pm, Nerstrand Media Center

11.0 Adjournment at 4:27 p.m.  
Approved. First: Tara, Second: Kelly, Yay: 7, Nay: 0, Abstentions: 0

Signed \_\_\_\_\_

Chairperson of the Board

Clerk of the Board

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