



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

Board of Directors Meeting Minutes

Charter District #4055

September 13th, 2022 | 3:30 p.m.

Carleton College Alumni Guest Center Media

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

- 1.0 Call to Order at 3:34 p.m.
 - 1.1 Roll Call

- 2.0 Approve Agenda
Approved. First: Nicole, Second: Terri, Yay: 7, Nay: 0, Abstentions: 0

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

- 4.0 Approve August 15th, 2022 Board Meeting Minutes
Approved. First: Jake, Second: Carissa, Yay: 7, Nay: 0, Abstentions: 0

- 5.0 Community Comment
None noted

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) Student Performance - Students are settling into routines, committees have started, homeroom returns this fall for the first time since COVID 19, MCA test results have been shared, staff will meet after upcoming testing to identify children that may need reading interventions.
- b) Director Evaluation - board will plan and discuss regarding moving forward and how best to evaluate/support Director Nicole Musolf

6.2 NEO Authorizer Feedback

Director Nicole Musolf has scheduled the formal site visit for 3/9/2022 and the Learning Walk for 1/12/2022.

6.3 Enrollment Update

100 students currently enrolled. Specific grade counts are:
Kindergarten - 21, 1st Grade - 20, 2nd Grade - 17, 3rd Grade - 16, 4th Grade - 13 and 5th Grade - 13

A family moved out of district, which is reflected in enrollment.

6.4 Finance Report & Form Finance Committee to review budget and budget restrictions

- a) Monthly Financial Report
Motion to approve Monthly Financial Report
Motion approved. First: Terri, Second: Carissa, Yay: 7, Nay: 0, Abstentions: 0

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The budget committee volunteers are Jake Kaukola; Board Treasurer, Nicole Shaefer; Teacher Board Member, Nicole Musolf; Director, Traci LaFerriere ; Financial Liaison, Mark Krug; Special Education Director

Motion to approve the above Financial Committee:

Motion approved. First: Terri, Second: Tara, Yay: 7, Nay: 0, Abstentions: 0

7.0 Policy

7.1 Review: Nerstrand #522 Student Sex Non-Discrimination – for review

8.0 New Business

8.1 Approve Articles of Incorporation; updated Article VI
Board Chair to sign

Motion to approve the above financial committee:

Motion approved. First: Jake, Second: Carissa, Yay: 7, Nay: 0, Abstentions: 0

8.2 Review Staff Hiring

- a) Hired Caitlin Juvland, Reading Corps Member
- b) Resignation of Maggie Kiley effective 9/23/22

9.0 Old Business

9.1 Chair verifies status of Board trainings

9.2 Chair establishes entire board training for school year 22-23

9.3 Review By-Laws

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Motion to edit Article 7 to replace 4:00 p.m. with “at the scheduled meeting time”.

Motion approved. First: Amber, Second: Jake, Yay: 7, Nay: 0, Abstentions: 0

9.4 Review Director’s Requirements

9.5 Review and update Board Roster

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 – October 10th, 2022 at 3:30 pm,
Nerstrand Media Center

11.0 Adjournment at 4:37

Approved. First: Amber, Second: Tara, Yay: 7, Nay: 0, Abstentions: 0

Signed _____

Chairperson of the Board

Clerk of the Board

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