

Approved
May 30, 2002

Minutes
Board of Directors Meeting
Math & Science Academy

Thursday, May 2, 2002; 6:30 PM
8430 Woodbury Crossing, Woodbury, MN

1. Meeting called to Order by Susan Mooney, Chairman, at 6:34 p.m.
2. Roll Call of Members:

Carrie Bartz	Julie Close	Ken Gervais (absent)	Denise Kapler (late)
Josh Minsley	Melissa Molin	Susan Mooney	Paul Simone (late)
Maggie Vincent		Jack Bull (ex-officio)	Justin Gehring (Student Rep.)
3. Approval of Agenda:
Add item 11 h) Staff recommendation for Director position
11 a) Discussion of Board membership or size - moved to end of New Business [11 i])
Strike part of item 10 a) Proposed approval of new/replacement staff: Special Education
Motion: Approve Agenda, as amended Moved by: Susan Mooney Seconded by: Maggie Vincent Vote:6-0-0 (Passed)
4. Open Forum:
Stacy Bartlett presented a fund-raiser brochure. The fund-raiser goal is \$50,000 for classroom supplies and a mobile computer lab. She asked the Board to review the brochure and vote on whether or not to proceed at their next meeting.

The Board workshop scheduled for May 2, 2002 at 6:00 pm was not held.
5. Approval of Meeting Minutes for April 10, 2002
Add items that were struck from the April 10, 2002 agenda to the minutes
10 f) Correct motion to include the contract between MSA and the YMCA
12 b) Omit "will" in the second sentence. Remove the apostrophe from "it's" in the second sentence.
Motion: Approve April 10, 2002 minutes, as amended
Moved by: Maggie Vincent Seconded by: Susan Mooney Vote: 6-0-0 (Passed)
6. Consent Agenda: None
7. Financial Report
Discussion of Balance Sheet dated March 31, 2002.
8. Chair's Report: None
9. Standing Committee Reports:
 - a) Budget Committee: Melissa Molin reported that 2002-2003 teacher contracts were distributed to staff for signature. The cost of benefits is being calculated.
 - b) Building/Maintenance: Jack Bull suggested that the Building/Maintenance committee review the custodial contract with Zelpha Enterprises, Inc. and bring their recommendation to the next Board meeting. Paul Simone reported that the lock-in scheduled for May 3, 2002 will be re-scheduled.
 - c) Enrollment: None
 - d) Personnel (Staffing): Maggie Vincent reported that the committee met twice this week. The first meeting was to review the position description for Director, discuss a special education position and paraprofessional position. The second meeting was held to allow parents and teachers to provide input on the process of hiring a new Director.
 - e) Technology: Josh Minsley reported that due to budget constraints, there will be no new technology spending until after July 1, 2002. Therefore, we will not be able to purchase new operating system software before that time.
 - f) Parent Team: Susan Porter reported on various activities such as looking at more after school programs, PSEO information meeting, A Tribe Apart book discussion group, Parents' Forum meeting to discuss social issues, Teacher teams/partners and issues related to having a sex education course. Denise Kapler inquired about interest in having Dan Miller teach self defense classes as part of physical education or health classes. Denise offered to get more information regarding the self-defense classes.
10. Old Business

- a) Proposed approval of new/replacement staff
Maggie Vincent introduced Michelle Richards as the staffing committee's recommendation for the 6th grade Social/English position.
Motion: Hire Michelle Richards as the 6th grade Social/English teacher for school year 2002-2003.
Moved by: Maggie Vincent Seconded by: Paul Simone Vote: 7-1-0 (Passed)
- b) Revised Textbooks and Instructional Materials – Policy 606
Motion: Adopt revised Textbooks and Instructional Materials – Policy 606
Moved by: Susan Mooney Seconded by: Josh Minsley Vote: 8-0-0 (Passed)
- c) Approve Five Year Budget Plan
Motion: Pending the approval of Beltz and Associates and review by budget committee chair and/or the Board treasurer, approve the long-range budget projection model for FY 2001-2002 through 2005-2006.
Moved by: Josh Minsley Seconded by: Maggie Vincent Vote: 8-0-0 (Passed)

11. New Business

- a) Discussion of Board membership or size - This item moved to 11 i)
- b) Renew Minnesota State High School League membership - The Resolution for Membership was reviewed and discussed.
Motion: Continue participation in the Minnesota State High School League by renewing membership for school year 2002-2003.
Moved by: Paul Simone Seconded by: Susan Mooney Vote: 8-0-0 (Passed)
- c) Approve Skyward Business software - The Hosted Software Agreement was reviewed and discussed.
Motion: Adopt Skyward Software as our accounting system.
Motion: Paul Simone Seconded by: Josh Minsley Vote: 8-0-0 (Passed)
- d) Crisis Management Plan Policy - The policy is not ready for review. Item was tabled.
- e) Approve 2002-2003 school year and administrative calendars - The calendars were reviewed and discussed.
Motion: Approve the 2002-2003 school year and administrative calendars.
Moved by: Susan Mooney Seconded by: Maggie Vincent Vote: 8-0-0 (Passed)
- f) Staff Handbook - benefit information
Two changes to the Staff Handbook were proposed.
 - In Part I. General Provisions, paragraph three: For purposes of the MSA Staff contract, full time is defined as 1.0 FTE.
Proposed change: For purposes of the MSA Staff contract, full time is defined as 1.0 FTE except for the purpose of benefits where 20 hours plus will be used to define full time.
 - In Part II. Employee Benefits for Administrative, Teacher Staff, and Education Assistant, C. Medical - Election Period Applies
Proposed change: Add the following before the first paragraph.
Note: Twenty (20) hours plus per week is required to be eligible for the following benefits and will be noted as full-time in the following benefit section of this staff handbook.
Motion: Amend the staff handbook to identify part-time employees to qualify for benefits.
Moved by: Maggie Vincent Seconded by: Susan Mooney Vote: 6-1-1 (Passed)
- g) Staff contracts
School year 2002-2003 contracts for staff who are not members of the Board of Directors.
 - Full-time contracts: Michelle Richards, Bronwen Williams, Jim Kojis, Ken Thielman, Maria Sustic, Patricia Guerra, Stacy Bartlett, Steve Pullar, Julia Douglas, Pat Esparza
 - Part-time contracts: Jerry Shelton 0.5 FTE, Mary Pat Mesler 0.5 FTE, Julie Barnett 0.75 FTE
Motion: Approve non Board of Directors teacher, administrative and special education contracts for school year 2002-2003.
Moved by: Susan Mooney Seconded by: Maggie Vincent Vote: 5-2-1 (Passed)
 School year 2002-2003 contracts for staff who are members of the Board of Directors
 - Susan Mooney, full-time
Motion: Approve school year 2002-2003 contract for Susan Mooney
Moved by: Maggie Vincent Seconded by: Melissa Molin Vote: 4-2-2 (Failed)
 - Melissa Molin, full-time
Motion: Approve school year 2002-2003 contract for Melissa Molin
Moved by: Susan Mooney Seconded by: Paul Simone Vote: 4-2-2 (Failed)
 - Maggie Vincent, full-time
Motion: Approve school year 2002-2003 contract for Maggie Vincent
Moved by: Susan Mooney Seconded by: Josh Minsley Vote: 4-2-2 (Failed)
 - Josh Minsley, full-time
Motion: Approve school year 2002-2003 contract for Josh Minsley with amendment of "No more than five (5) additional personal days with the agreement of the director".
Moved by: Denise Kapler Seconded by: Maggie Vincent Vote: 4-2-2 (Failed)
- h) Staff recommendation for MSA Director

Motion by Maggie Vincent: Hire Paul Simone as director of MSA for school year 2002-2003.

Amendment by Josh Minsley: Hire Paul Simone as director of MSA for school year 2002-2003, pending contract negotiations.

Motion rescinded by Maggie Vincent.

Motion: The Board of Directors chair and current Director are authorized to enter into contract negotiations with Paul J. Simone for the position of Director in contract year 2002-2003. Final approval to be made by the Board of Directors.

Moved by: Denise Kapler Seconded by: Susan Mooney Vote: 5-2-1 (Passed)

i) Discussion of Board membership or size

Jack Bull introduced the idea of changing the Board of Directors size from nine members to seven. Discussion resulted in a decision to keep the Board of Directors at the current size.

12. Information

- a) Recommendation letter from Steve Harper

13. Future Agenda Items

- a) Regular Board Meeting
- b) Workshop Meeting

14. Next BOD meeting: Thursday May 30, 2002 at 6:30 PM

Motion: The next workshop meeting will be Thursday May 30, 2002 at 6:00 PM. The next regular Board of Directors meeting will be Thursday May 30, 2002 at 6:30PM.

Moved by: Susan Mooney Seconded by: Josh Minsley Vote: 8-0-0 (Passed)

15. Motion: Adjourn at 8:15 PM

Moved by: Josh Minsley Seconded by: Susan Mooney Vote: 8-0-0 (Passed)

Respectfully Submitted,
Carrie Bartz, Secretary