

**Approved**  
February 6, 2003

**Meeting Minutes**  
**Board of Directors Meeting**  
**Math & Science Academy**

Thursday, January 9, 2003, 6:30 PM  
8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to order at 6:30 PM by Susan Mooney (Chair)
2. Roll Call of Members:

Carrie Bartz	Maggie Burggraaff	Julie Close
Mary Pat Mesler	Josh Minsley	Melissa Molin
Susan Mooney	Alan Moorhead	Peter Sadowski
Paul Simone (ex-officio) Justin Gehring (student rep.)		
3. Approval of Agenda
  - Insert as item 11 c) Board member resignation and appointment of replacement
  - Add as item 11 g) First reading of new policies 406, 410, 417, 425 and 618
  - First reading of revised policies 101.1, 102, 103, 210.1 and 516,Motion: Approve agenda, as revised  
Moved by: Susan Mooney      Second: Carrie Bartz      Vote: 9-0-0
4. Open Forum: Carrie Bartz suggested that the Board of Directors minutes be made available at the R.H. Stafford Library. It was agreed that preliminary and approved meeting minutes would be sent to the Library.

Ken Simon suggested that MSA purchase online access to the Grolier encyclopedia. The Board asked that Mr. Simon take his suggestion to the Technology committee for further investigation.
5. Approval of Meeting Minutes for the meeting of December 5, 2002
  - Correction to item 12 c) Returning Teacher Members: Josh Minsley, Melissa MolinMotion: Approve December 5, 2002 Board of Directors Meeting Minutes, as corrected  
Moved by: Maggie Burggraaff      Second: Josh Minsley      Vote: 9-0-0
6. Consent Agenda
  - a) Acceptance of \$200 donation from the 3M Gives ProgramMotion: Approve consent agenda  
Moved by: Alan Moorhead      Second: Carrie Bartz      Vote: 9-0-0
7. Financial Report: Paul Simone reviewed the MSA Balance Sheet as of November 30, 2002.
8. Chair's Report: none
9. Standing Committee Reports:
  - a) Budget: none
  - b) Building/Maintenance: Paul Simone reported that painting of patched walls was completed, the alarms have been fixed and he would like to get classrooms painted.
  - c) Enrollment: none
  - d) Personnel (staffing): none
  - e) Technology: Josh Minsley reported that all 16 laptops are up and running. Teachers are being trained to use the mobile computer lab. 42 donations for additional laptops have been received. Those donations will purchase three more laptops for the mobile lab. The next Technology committee meeting will be January 21, 2003 at 6:00 pm.

- f) Parent Team: Susan Porter reported that parents have volunteered to coordinate the grade level potluck dinners for grades 7, 8, 9 and maybe 10<sup>th</sup>. The Open House and Expo will be January 23, 2003 from 6:00 – 8:30 pm. The Parent Team is coordinating volunteers. The next Parent Team meeting will be January 16, 2003 at 7:00 pm.
- g) Policy: Carrie Bartz reported that the Policy committee is continuing to prepare policies for Board of Directors review and approval. Several policies will be distributed later in the meeting for the first reading. The next committee meeting will be January 21, 2003 at 2:45pm.

10. Old Business: none

11. New Business

a) Seat New Board Members

Thank you to departing members Maggie Burggraaff and Mary Pat Mesler for your contributions to the Board of Directors. Welcome new members Stacy Bartlett, Darrel Schoeberlein and Ken Thielman.

b) Election of officers

i. Nomination of Peter Sadowski for Chair made by Ken Thielman, second: Stacy Bartelett

Motion: Close nominations

Moved by: Ken Thielman Second: Julie Close Vote: 8-0-2

Aye: Carrie Bartz, Stacy Bartlett, Julie Close, Melissa Molin, Susan Mooney, Alan Moorhead, Darrel Schoeberlein, Ken Thielman Nay: none Abstain: Peter Sadowski, Josh Minsley

Thank you to departing chair Susan Mooney for your commitment to the Board of Directors.

ii. Nomination of Ken Thielman for Vice-Chair made by Stacy Bartlett, second: Darrel Schoeberlein

Motion: Close nominations

Moved by: Alan Moorhead Second: Julie Close Vote: 7-0-2

Aye: Carrie Bartz, Stacy Bartlett, Julie Close, Melissa Molin, Alan Moorhead, Peter Sadowski, Darrel Schoeberlein Nay: none Abstain: Ken Thielman, Josh Minsley

iii. Nomination of Carrie Bartz for Secretary made by Julie Close, second: Melissa Molin

Motion: Close nominations

Moved by: Darrel Schoeberlein Second: Alan Moorhead Vote: 7-0-2

Aye: Stacy Bartlett, Julie Close, Melissa Molin, Alan Moorhead, Peter Sadowski, Darrel Schoeberlein, Ken Thielman Nay: none Abstain: Carrie Bartz, Josh Minsley

iv. Nomination of Melissa Molin for Treasurer made by Carrie Bartz, second: Julie Close

Motion: Close nominations

Moved by: Ken Thielman Second: Peter Sadowski Vote: 7-0-2

Aye: Carrie Bartz, Stacy Bartlett, Julie Close, Alan Moorhead, Peter Sadowski, Darrel Schoeberlein, Ken Thielman Nay: none Abstain: Melissa Molin, Josh Minsley

c) Resignation of Josh Minsley and appointment of replacement

Josh Minsley tendered his resignation to the Board of Directors.

Motion: Accept Josh Minsley's resignation

Moved by: Peter Sadowski Second: Alan Moorhead Vote: 9-0-0

Motion: Appoint Mary Pat Mesler to the Board of Directors

Moved by: Ken Thielman Second: Carrie Bartz Vote: 8-0-0

d) Committee Assignments

The Chair made the following liaison appointments:

- Budget Committee – Melissa Molin

- Building/Maintenance Committee – Julie Close
- Enrollment Committee – Stacy Bartlett
- Personnel (Staffing) Committee – Mary Pat Mesler
- Technology Committee – Ken Thielman
- Parent Team – Carrie Bartz
- Policy Committee – Carrie Bartz

e) Audit Results

Paul Simone presented the Executive Audit Summary and Management Report dated June 30, 2002. This document was prepared by Larson, Allen, Weishair & Co., LLP. Discussion included the need for an asset tracking system for insurance purposes. Paul Simone invited Board members to a meeting with CPA Dennis Hoogeveen in February 2003.

f) Academic Letters

Motion: The criteria for an MSA academic letter for grades 9 through 12 is to be based on the receipt of a presidential academic excellence award.

Moved by: Ken Thielman Second: Peter Sadowski Vote: 8-0-1

g) First reading of policies

The following policies were distributed to the Board of Directors:

<b>New Policies</b>	<b>Revised Policies</b>
406 Public and Private Personnel Data	101.1 Name of the School District
410 Family and Medical Leave Policy	102 Equal Educational Opportunity
417 Chemical Use and Abuse	103 Complaints – Students, Employees, Parents, Other Persons
425 Staff Development	210.1 Conflict of Interest – Charter School Board Members
618 Assessment of Standard Achievement	516 Student Medication

12. Information

- a) The next graduation committee meeting will be Jan 16, 2003 at 6:00 pm.
- b) Scott Flemming (MACS- school improvement) is scheduled for February 6, 2003
- c) Enrollment update: There have been approximately 40 enrollments for school year 2003-2004. Letters of intent to return were mailed to current students January 9, 2003.

13. Future Agenda Items

- a) Regular Board Meeting
- b) Workshop Meeting – discussion of officer selection

14. Next BOD workshop: February 6, 2003 at 5:30 PM

Next BOD meeting: February 6, 2003 at 7:30 PM

Motion: The next Board of Directors workshop meeting to be held February 6, 2003 at 5:30 PM followed by a regular Board of Directors meeting at 7:30 PM

Moved by: Stacy Bartlett Second: Julie Close Vote: 9-0-0

15. Adjourn

Motion: Adjourn

Moved by: Stacy Bartlett Second: Melissa Molin Vote: 9-0-0

Respectfully submitted,

Carrie Bartz, Secretary