Approved May 1, 2003

Meeting Minutes Board of Directors Meeting Math & Science Academy

Tuesday, April 1, 2003, 7:30 PM 8430 Woodbury Crossing, Woodbury, MN 55125

- 1. Call to order at 7:32 PM by Peter Sadowski (Chair)
- 2. Roll Call of Members:

Carrie Bartz Stacy Bartlett Julie Close
Mary Pat Mesler Melissa Molin Alan Moorhead
Peter Sadowski Darrel Schoeberlein Ken Thielman

Paul Simone (ex-officio) Justin Gehring (student rep.)

3. Approval of Agenda

Add: item 11 e) Approval of Larson, Allen, Weishair & Co., LLP for FY03 audit item 12 Yearbook advisor; Accounting Assistant; Garden Day April 26, 2003

Motion: Approve agenda, as revised

Moved by: Alan Moorhead Second: Darrel Schoeberlein Vote: 9-0-0

4. Open Forum:

- Brian Hubbard, YMCA director, spoke about YMCA programming, partnerships and future plans
- 5. Approval of Meeting Minutes for the meeting of March 4th, 2003

Motion: Approve March 4th, 2003 Board of Directors Meeting Minutes, as presented

Moved by: Ken Thielman Second: Stacy Bartlett Vote: 9-0-0

- 6. Consent Agenda
 - a) Approval of MSA policies 101, 203, 203.1, 203.2, 203.5
 - b) Acceptance of Target Take Charge of Education Program Check \$270.06

Motion: Approve consent agenda

Moved by: Ken Thielman Second: Stacy Bartlett Vote: 9-0-0

- 7. Financial Report: Paul Simone presented an Income/Expense Statement through 2/28/03.
- 8. Chair's Report: none
- 9. Standing Committee Reports:
 - a) Budget: see 11 d)
 - b) Building/Maintenance: New weather stripping has been installed.
 - c) Enrollment: Handout of enrollment by grade level for 2003-2004.
 - d) Personnel (staffing): Discussion of procedures for developing staff contracts. Motion: The Personnel committee will document the yearly contractual process for all staff and present findings to the Board of Directors.

Moved by: Ken Thielman Seconded by: Alan Moorhead Vote:9-0-0

- e) Technology: none
- f) Parent Team: none
- g) Policy: none
- 10. Old Business
 - a) Policy Review for next meeting.

201 Legal Status of the Board of Directors	202 Board of Directors Officers
203.6 Consent Agenda	204 Board of Directors Meeting Minutes
205 Open Meetings and Closed Meetings	209 Conflict of Interest

b) Math Curriculum - Ken Thielman reviewed the changes to the math curriculum.

Motion: Accept Math Curriculum as presented

Moved by: Alan Moorhead Seconded by: Stacy Bartlett Vote:9-0-0

11. New Business

- a) allegiancetelecom, inc. Jason Bongers reviewed their telecom services and costs. Switching to allegiancetelecom would save over \$5300 annually. The Board of Directors recommends that Paul Simone sign a service agreement with allegiancetelecom, inc.
- b) YMCA 2003-2004 Lease

Motion: Accept the lease agreement with the YMCA for the 2003-2004 school year as presented. Moved by: Darrel Schoeberlein Second by: Mary Pat Mesler Vote: 9-0-0

c) 2003-2004 school year calendar was distributed

Motion: Accept the 2003-2004 school year calendar as presented.

Moved by: Stacy Bartlett Seconded by: Pet

Seconded by: Peter Sadowski Vote:9-0-0

d) 2003-2004 Budget - Preliminary discussion. A preliminary budget was distributed to members. Discussion of differences between FY02 and FY03 budget and line items that are not yet final. Paul Simone recommended that MSA hire Jeanne Brino as an accounting assistant to help the business manager prepare for the annual audit. Hiring a skilled individual will be more cost effective than hiring Nonprofit Solutions again.

Motion: Authorize the director to enter into negotiations with Jeanne Brino, contract to be approved by the Board of Directors.

Moved by: Peter Sadowski

Seconded by: Ken Thielman

Vote:9-0-0

12. Information

- a) 8th Grade Science grading change Physical Science (year course) grade would be divided into a Pre-Chemistry (semester course) grade and a Pre-Physics (semester course) grade. If a student fails one course and passes the other, he/she doesn't not have to repeat the entire Physical Science course.
- b) MACS Board of Directors Roles and Responsibilities Workshop Any board member may attend the workshop on May 12, 2003. MSA will pay the \$25 registration fee for Board of Directors members.
- c) Yearbook advisor Melissa Molin chose not be the yearbook advisor for 2003-2004. Another teacher or parent must assume the role or a yearbook will not be published next school year.
- d) Accounting Assistant see 11 d)
- e) Hire Larson, Allen, Weishair & Co., LLP for FY03 audit
 Motion: Approve recommendation to hire Larson, Allen, Weishair & Co., LLP for FY03 audit.
 Moved by: Ken Thielman Seconded by: Stacy Bartlett Vote:9-0-0

13. Future Agenda Items

- a) Regular Board Meeting
- b) Workshop Meeting discussion of policies
- c) 2003-2004 Budget
- d) Accounting contract
- e) Staff Handbook
- f) Staff Bonus
- g) Personnel committee update
- 14. Next BOD workshop: May 1, 2003 at 5:30 PM Next BOD meeting: May 1, 2003 at 7:30 PM

Motion: The next Board of Directors workshop meeting to be held May 1, 2003 at 5:30 PM followed

by a regular Board of Directors meeting at 7:30 PM

Moved by: Darrel Schoeberlein Second: Ken Thielman Vote: 9-0-0

15. Adjourn

Motion: Adjourn at 9:48pm

Moved by: Alan Moorhead Second: Stacy Bartlett Vote: 9-0-0

Respectfully submitted,

Carrie Bartz, Secretary