Preliminary

Meeting Minutes Board of Directors Meeting Math & Science Academy

Tuesday, May 29, 2003, 7:30 PM 8430 Woodbury Crossing, Woodbury, MN 55125

a) Call to order at 7:44 PM by Peter Sadowski (Chair)

b) Roll Call of Members:

Carrie Bartz Stacy Bartlett Julie Close Mary Pat Mesler Melissa Molin Alan Moorhead

Peter Sadowski Darrel Schoeberlein Ken Thielman (absent)

Paul Simone (ex-officio) Justin Gehring (student rep.) Andy Price (student rep. elect) absent

c) Approval of Agenda

Add item 11 b) Approval of custodial contract

11 c) Appoint committee to negotiate contract with Linda J. McDonald & Associates

Motion: Approve agenda, as revised

Moved by: Carrie Bartz Second: Julie Close Vote: 8-0-0

4. Open Forum:

- Molly Herrmann of Linda J. McDonald & Associates described funding search and grant writing services which could be provided to MSA.
- 5. Approval of Meeting Minutes for the meeting of May 1st, 2003

Correction to 11c) Motion: Use 75% of audited annual surplus for FY02-03 and provide each staff member an equal bonus, pro-rated for part-time staff.

Motion: Approve May 1st, 2003 Board of Directors Meeting Minutes, as amended

Moved by: Alan Moorhead Second: Darrel Schoeberlein Vote: 8-0-

6. Consent Agenda - Policy 426 Misconduct and Dishonesty; EA Contract - Julie Barnett; acceptance of \$87 for 2004 senior class trip

Motion: Approve consent agenda

Moved by: Stacy Bartlett Second: Julie Close Vote: 8-0-0

- 7. Financial Report: Paul Simone presented an Income/Expense Statement through 4/30/03 and a despository pledge agreement between MSA (Depositor), Anchor Bank Heritage (Bank), and Wells Fargo Bank (Custodian).
- 8. Chair's Report: Peter Sadowski presented the results of the first BOD meeting feedback form.
- 9. Standing Committee Reports:
 - a) Budget: none
 - b) Building/Maintenance: Paul Simone reported that the landscaping looks very good and that the air conditioner has been fixed. Two compressors were replaced.
 - c) Enrollment: none
 - d) Personnel (staffing): Julie Close suggested that the MACS attorney review the staff handbook and contract. There is no charge for this service.
 - e) Technology: none
 - f) Parent Team: Sue Porter reported the Caravan Kids Catering lunch program was discussed. No on in attendance at the meeting was interested in the program. A list serve message was sent out inquiring about interest and participation. Eight respondents were interested and eight respondents were not interested in the having the program at MSA. Five respondents stated that

they might be interested in helping serve the food. Paul Simone and Peter Sadowski gave a budget presentation and answered questions. The May Term budget was also discussed.

g) Policy: Carrie Bartz distributed the next packet of policies for review by the BOD members.

10 Old Business

none

11. New Business

a) MACS accountability report - schedule discussion time It was decided to hold the discussion at the next BOD workshop

b) Custodial contract

Motion: Accept custodial contract between Zelpha enterprises, Inc. and MSA Seconded by: Stacy Bartlett Vote: 8-0-0

Moved by: Carrie Bartz

d) Appoint committee to negotiate contract with Linda J. McDonald & Associates Motion: Appoint Carrie Bartz, Eileen Robbtrebesch and Paul Simone to the grant writing committee to discuss and negotiate with Linda J. McDonald and Associates for grant writing services. The committee is authorized to spend up to \$5,000 to secure these grant-writing services. Budget line item to be used is the director's discretionary fund.

Moved by: Alan Moorhead

Seconded by Mary Pat Mesler

Vote: 8-0-0

12. Information

- a) Parent Satisfaction Survey Results
- b) Woodbury Community Theatre will not be holding summer theatre camp this year due to insufficient funds.
- 13. Future Agenda Items
 - a) Regular Board Meeting
 - b) Workshop Meeting discussion of MACS accountability report
- 14. Next BOD meeting: August 7, 2003 at 5:30 PM (closed meeting Annual review of Director) Next BOD workshop: August 7, 2003 at 6:30 PM (open meeting)

Next BOD meeting: August 7, 2003 at 7:30 PM (regular open meeting)

Motion: The next Board of Directors meeting will be held August, 2003 at 5:30 PM. This will be a closed meeting at which the director's annual review will be held. This will be followed by a workshop at 6:30 PM, followed by a regular Board of Directors meeting at 7:30 PM. Both the workshop and the regular BOD meeting are open meetings.

Moved by: Julie Close Second: Stacy Bartlett Vote: 8-0-0

14. Adjourn

Motion: Adjourn at 9:44pm

Moved by: Stacy Bartlett Second: Mary Pat Mesler Vote: 8-0-0

Respectfully submitted,

Carrie Bartz, Secretary