

**Approved**  
January 8<sup>th</sup>, 2004

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

Thursday, December 4th, 2003, 6:30 PM  
8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to order at 6:35 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)	Andy Price (student rep)	
3. Approval of Agenda
  - Strike items 10 a, 10 b, and 11c
  - Add items: 10 a Open Lunch Policy, 11c Grant Writer contract, 11d recommendation to close the MSA Building Company checking account, 11e Acceptance of grant award
  - Motion: Approve agenda as amended
  - Moved by: Ken Thielman                      Second: Mary Pat Mesler                      Vote: 9-0-0
4. Open Forum:
  - Stacy Bartlett reported that the field trip to the Mutter Museum, Constitution Center and Independence Square in Philadelphia, PA will take place.
  - Debbie Johnson reported that the Outreach Team is planning a community service project - MSA students will volunteer as Bell Ringers for the Salvation Army. The Gardening Dragons are coordinating plans for a student park to be built on the west wide of the main entrance. Designs for a low maintenance park are being accepted from students, parents and teachers.
  - Jamie Eggerss, Kristen Moravetz, Erin Feehan-Nelson, and Dustin Behling requested that the 2004 Prom be held at the Lake Elmo banquet Hall or a St. Croix River Riverboat. Issues include liability insurance, student safety, increased cost, fund raising and chaperones. Several parents voiced their support of holding Prom off-site.  
Motion: Support the concept of an off-site Prom.  
Moved by: Alan Moorhead                      Second: Stacy Bartlett                      Vote:9-0-0  
Motion: Approve Prom fund raisers - gift wrapping at Barnes & Noble, Borders and Valley Booksellers in December  
Moved by: Darrel Schoeberlein                      Second: Stacy Bartlett                      Vote:9-0-0
5. Approval of Meeting Minutes for the meeting of November 6th, 2003.  
Motion: Approve November 6th, 2003 Board of Directors Meeting Minutes, as modified  
Moved by: Stacy Bartlett                      Second: Julie Close                      Vote: 8-0-1
6. Consent Agenda – Approval of policies:  
Motion: Approve Consent Agenda  
Moved by: Stacy Bartlett                      Second: Alan Moorhead                      Vote: 9-0-0  
abstaining members: Stacy Bartlett, Darrel Schoeberlein, Ken Thielman
7. Financial Report: Paul Simone presented a current financial report
8. Chair's Report: none
9. Standing Committee Reports:
  - a) Budget: none

- b) Building/Maintenance: Paul Simone reported that the public address system was installed and that the bathroom graffiti has been removed.
  - c) Enrollment: review of registration procedures.  
Motion: Approve registration procedures as amended  
Moved by: Alan Moorhead                      Second by: Mary Pat Mesler    Vote:9-0-0
  - d) Personnel (staffing): none
  - e) Technology: The teacher server backup is now working. Staff PCs must be logged out for the backup to work correctly. Discussion of virus protection.
  - f) Parent Team: Sue Porter noted that the Parent Team approved funding for the student park and for Special Education Incentives. They are also working on a "how to" for funding issues.
  - g) Policy: none
  - h) Grant Writing: Next meeting is at 8:00 AM on December 8, 2003.
10. Old Business
- a) Open Lunch Policy - To be considered for this program based on academic success or community involvement, the student must achieve at least one of the following
    - a. A grade point average (GPA) of 3.00 or greater, on the previous semester's grades
    - b. Have a composite score of 90<sup>th</sup> percentile or better on the most recent Iowa Test of Educational Development (ITED).
    - c. Document a minimum of 10 hours of recognized community service in the previous semester.
    - d. Have no unexcused absences or tardies on record in the previous semester.
 Motion: Accept Open Lunch policy effective January 5, 2004.  
 Moved by: Stacy Bartlett                      Second by: Alan Moorhead    Vote:9-0-0
11. New Business
- a) November BOD Election Results  
 Parents elected: Carrie Bartz and Bhaskar Velamakanni  
 Teachers elected: Joshua Minsley and Patricia Guerra  
 Motion: Approve November 2003 BOD Election Results  
 Moved by: Stacy Bartlett      Second: Julie Close                      Vote: 9-0-0
  - b) BOD Chair Review - discuss at next workshop
  - c) Grant Writer contract  
 Motion: Extend the director's discretion to hire Linda J. McDonald and Associates as needed within the original \$5000 limit.  
 Moved by: Peter Sadowski                      Second: Alan Moorhead      Vote:9-0-0
  - d) Recommendation to close MSA Building Company checking account  
 Motion: MSA would accept funds and assume responsibility to pay MSA Building Company bills, should the MSA Building Company close their checking account.  
 Moved by: Peter Sadowski                      Second: Darrel Schoeberlein    Vote:9-0-0
  - e) Accept Small Rural School Achievement Program award  
 Motion: Accept grant award  
 Moved by: Alan Moorhead                      Second: Stacy Bartlett                      Vote:9-0-0
12. Information  
 School Intercom installed, Friends of Woodbury Meeting 11/24/03
13. Future Agenda Items
- a) Review of BOD Chair (workshop)
  - b) Revised Facilities Use Policy
  - c) Fundraising coordination for student groups
14. Next BOD workshop: January 8th , 2004 at 5:30 PM  
 Next regular BOD meeting: January 8th , 2004 at 6:30 PM  
 Special BOD meeting to approve audit: December 15, 2003 at 6:30 PM  
 Moved by: Stacy Bartlett                      Second: Melissa Molin                      Vote: 9-0-0

15. Adjourn

Respectfully submitted,

Carrie Bartz, Secretary