

Approved
December 6th, 2005

Minutes
Board of Directors Meeting
Math & Science Academy

Thursday, November 3rd, 2005, 6:30 PM
8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to order at 6:43 PM by Alan Moorhead (Chair)
2. Roll Call of Members:

Carrie Bartz	Michelle Richards
Patricia Guerra	Bhaskar Velamakanni
Laura Hutt	Bronwen Williams
Eric Kaluza	Grace Ezzell (Student Rep.)
Josh Minsley	Paul Simone (ex-officio)
Alan Moorhead	
3. Approval of Agenda
Add 11c) 2004-2005 Audit and 11d) Approval of BOD election results
Motion: Approve agenda as amended
Moved by: Carrie Bartz Second: Laura Hutt Vote: 9-0-0
4. Open Forum:
 - Eric Kaluza and Cathy Kotz are looking at replacing pop with water in the vending machines. One consideration is to make the price of water much lower than the price of pop.
5. Approval of Meeting Minutes for the meeting of October 3rd, 2005.
Open Forum: Change "The BOD had not objections" to "The BOD had no objections".
Motion: Approve October 3rd, 2005 Board of Directors Meeting Minutes as corrected.
Moved by: Eric Kaluza Second: Patricia Guerra Vote: 8-0-1
6. Consent Agenda: none
7. Financial Report – Paul Simone presented and discussed the September 30, 2005 Income Statement comparing FY05 and FY06 revenue and expenses. MN Dept. of Education payment schedule and general education aid reports were also reviewed.
8. Chair's Report: none
9. Standing Committee Reports:
 - a) Budget: Paul Simone reported that the budget committee needs to take the current budget information and determine how much we can offer for lease payments for the expansion.
 - b) Building/Maintenance: Paul Simone reported that we received two bids for roofing work. Four bids were requested, but two companies have not responded. One bid is for \$75,000 - \$90,000 for a rubber roof similar to what they put on flat roofs. The second bid was for \$293,000 to tear off the existing roof down to the rafters and replace it with a shingled roof. The Building Company will meet to make a decision on roofing.
 - c) Enrollment: Paul Simone reviewed the 2005-2006 enrollment update. Five 6th graders have been enrolled and there have been seven withdrawals. A question was raised about enrolling siblings since we have not enrolled any this year. Paul Simone stated that we could look at accepting siblings.
 - d) Personnel: Paul Simone stated that three teachers have been interviewed for a position as long term high school English teacher. Future advertising will be done to seek additional applicants.
 - e) Technology: Paul Simone stated that Josh Minsley and Justin Gehring have recommended that a contract for computer technical services be offered to Joseph Burianek.

- f) Parent Team: Sarah Lilja reported that as of the last Parent Team meeting, 67% of families had made a donation to the Parent Team. The Outreach Team gave a presentation requesting funding for Diversity week. The BOD candidates presented their campaign statements. Sharon Graber reported that Tinucci’s night has done very well. The next Parent Team meeting is scheduled for November 17th, 2005.
 - g) Policy: Carrie Bartz asked for questions and comments regarding policies 406 – Public and Private Personnel Data and 516 – Student Medication. A typographical error was noted in for correction in policy 516.
Motion: Approve policy 516 as corrected
Moved by: Josh Minsley Second: Bronwen Williams Vote: 9-0-0
Motion: Approve policy 406
Moved by: Josh Minsley Second: Bronwen Williams Vote: 9-0-0
 - h) Expansion Committees: Debbie Johnson reported that the committee is still waiting for further instruction.
 - i) Election Committee: Sheila Schroeder reported that there was a 34% ballot return rate this year. The elected teachers for the 2006-2007 BOD are Jerry Shelton and Lucretia Keeler. The elected parents for the 2006-2007 BOD are Jeanne Gonzalez and John Foster.
10. Old Business
- a) 2005-2006 By-Laws
Edits made at October 3rd, 2005 meeting:
NAME & OFFICES 1st paragraph correction – Minnesota Charter School *Statute 124D.10*.
TERMS OF BOARD MEMBERS 1st sentence change to: Terms of Board members shall be two years. Delete the remainder of the first sentence.
Motion: Approve By-laws as edited
Moved by: Bronwen Williams Second: Bhaskar Velamakanni Vote: 8-0-1
 - b) Administrative Pay Scale
Edits: Change “Board Member Signature” to “Board Chair Signature” on pages 3, 4 and 5.
Motion: Approve Office Administrative Staff Pay Scale Goals as edited
Moved by: Alan Moorhead Second: Laura Hutt Vote: 9-0-0
11. New Business
- a) Teacher Leave Request
Motion: Approve Melissa Molin’s leave request as stated in her letter to the BOD dated October 26, 2005.
Moved by: Josh Minsley Second: Bronwen Williams Vote: 9-0-0
 - b) Contract for Student Intern
Motion: Approve contract for Joseph Burianek
Moved by: Josh Minsley Second: Bhaskar Velamakanni Vote: 9-0-0
 - c) 2004-2005 Audit – The audit was handed out to BOD members for reading before the next meeting.
 - d) Approval of 2005 BOD Election results – Sheila Schroeder presented the official election results. 444 ballots were mailed, 149 ballots were returned.

Parent Name	Votes Received	Teacher Name	Votes Received
LeeAnn Buck	61	Cheri Howe	41
John Foster	94	Marilynn Kaplan	6
Rukhsana Ghouse	37	Lucretia Keeler	48
Jeanne Gonzalez	67	Steve Pullar	31
Vincent King	2	Tate Schoeberlein	39
		Jerry Shelton	69
		Maria Sustic	34
		Maggie Burggraaff	1

Motion: Approve 2005 BOD Election results as presented.

Moved by: Josh Minsely

Second: Patricia Guerra

Vote: 9-0-0

12. Information

- a) NCA Letter – MSA continues to be accredited.

13. Future Agenda Items

- a) Regular Board Meeting
- b) Workshop Meeting
- c) Audit Approval
- d) Loan
- e) Roof review/update
- f) Expansion update

14. Next regular BOD meeting: December 6th, 2005 at 6:30 PM

Workshop: December 6th, 2005 at 5:30 PM

Moved by: Josh Minsley

Second: Patricia Guerra

Vote: 9-0-0

15. Adjourn

Motion: Adjourn at 7:52 PM

Moved by: Josh Minsley

Second: Patricia Guerra

Vote: 9-0-0

Respectfully submitted,

Carrie Bartz, Secretary