

Preliminary - Board of Directors Meeting

Meeting Minutes

Math & Science Academy

Thursday, November 15, 2012

5:00 p.m. - Board Workshop (see below), 6:30 p.m. - Board Meeting
8430 Woodbury Crossing, Woodbury, MN 55125

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1. Call to Order at 6:38 P.M.
 2. Roll Call of Members:

Cheri Howe – Chair (Present)	Rachael Erickson – Sec. (Present)	Judith Darling BDKA – CFO (ex-officio) (Absent)
Sandeep Chandak – V. Chair (Present)	Lisa Anderson (Present)	Bob Kreischer (ex-officio) (Present)
Lori Nixon – Treasurer (Present)	Cyndi Bluhm (Present)	Anish Chandak (Student Rep.) (Present)
	Michelle Kurkoski (Present)	
	Ken Thielman (Present)	
 3. Approval of Agenda

Moved by: Cyndi Bluhm Second: Sandeep Chandak Vote: Unanimous

Discussion: under new business 11 add B- Approve policies 616, 603- (the others will be moved to December); under new business 11 add C: Approve the musical Grease; Open Forum

 - a. Nick Reynolds, MSA construction project manager, and Jeff Wellman from Rochon Corp., and Rusty Williams, vice president of BlackDew and MSA building project manager. They are looking forward to the project and will meet with the city tomorrow. They have built and remodeled many schools and have never failed to get students into a school on time..
 - b. Election Results – Barbara Mehta: The two new parent members are Sarah Burns and Heidi Bardwell; the new community member is Alice Quammen; and the new teacher members are Susan Mooney and Annie Cardenas.
 - c. Jennifer Mehta- NHS. The BOD approved an NHS gift wrapping fundraiser, parents will bring presents to be wrapped and NHS will have coffee as they wait for the gifts; December 13th is the suggested date; NHS will supply the wrapping paper and there is a suggested \$5 donation.
 - d. Anna Vitale- Relay for Life. The BOD approved the following sales to benefit the Relay for Life: holiday suckers in December; Brugger's Bagels (hopefully) donated in January; Valentines in February; Mother's Day flowers in March; and ice cream and watermelon slices at the end of the school year.
 - e. Anish Chandak- NHS- Variety Show fundraiser on March 2nd; all proceeds will go to the new building fund.
 4. Approval of Meeting Minutes from: **Thurs., 10/25/12**

Moved by: Rachael Erickson Second: Cyndi Bluhm Vote: Unanimous

Discussion: Approval of minutes as amended
 5. Chair's Report- Today is Give to the Max, Julia Charlsen has worked really hard and we are really excited about all of the participation. The school is really coming together to make our vision happen. We are also excited for our new building.
 6. Executive Director's Report –I like my job. I think that the students, parents and staff that I have been working with have been terrific. The community spirit has been wonderful; staff morale has been slowing healing and I feel like staff has pulled together to work towards common goals. The goals that we continue to focus on include improving the high school offerings and experience; helping middle school teachers who are juggling larger classes; looking at things we need to improve in this building and what needs to be updated. Curriculum needs to be reviewed in order to keep high school students around instead of losing them. Evaluation has been a big issue and will hopefully go well this year. People are not looking for problems but for solutions which is helping the school move in the right direction. Everything is going well.
 7. Standing Committee Reports:
 - a. **Finance/Budget (Lori):** Oct. 2012 Financial Statements- We continue to stay on track; holdback of \$226,000 was received; and on the balance sheet, on page 5 from 9, there are many expenses that will be reimbursed upon closing the new building.
 - b. **Building/Maintenance (Rachael):** Waiting for the results for Give to the Max, we are hopeful that many improvements can be made to the building.
 - c. **Building Company (Cyndi):** Please see the update on the MSA website banner. Rochon Corp. was selected as the builders and we did have a site visit by a potential investor.
 - d. **Enrollment (Rachael /Michelle):** Total enrollment is at 414 including PSEO; a new eighth grader just started a couple of weeks ago.
 - e. **Personnel (Lisa/Cheri):** We have the goals for Bob Kreischer and a schedule coming up of when he will be evaluated. The next board will put together a committee to handle evaluation.
 - f. **Technology (Ken):** Meeting next week.
 - g. **Parent Team (Sandeep):** Nothing new to report.

- h. **Policy (Michelle/Lisa):** There are two policies on the table that have the edited versions. Policy 616 defines what the Academic Committee's role is in the school; Policy 603 focuses on curriculum development; we added into the policy numbers 9,10, and 11. We also add number 6 for course reviews and changes.
- i. **Student Committee (Anish):** Fall Fest and Dodge ball were last week and the students loved everything; there will be the Game Show contest next week and everyone is looking forward to Thanksgiving.
- j. **High School League Activities Committee (Sandeep):** Cross Country is having their banquet tonight; Nordic Skiing has begun with Coach Tom Church; Captains practice has begun for basketball.
- k. **Academics Committee (Michelle/Lisa):** The minutes are included in your packets; focusing on PSEO, online credits, etc. There were lots of questions regarding keeping high school students; and summer course proposals which is information what do we do with students who want to take online classes to replace our core classes. This needs to be discussed and in written into policy.
- l. **Alternative Funding Committee (Cheri):** Committee invited Ken to come and talk about the building expansion and gave background on the new building campaign. Give to the Max will be going to making repairs to this building.

8. Consent Agenda – **None**

Moved by:

Second:

Vote:

9. Unfinished Business- None

10. New Business

a. Motion to approve **Nov. 8, 2012 BOD Election Results**

Moved by: Sandeep Chandak

Second: Cyndi Bluhm

Vote: Unanimous

Discussion: The parents elected are Sara Burns, Heidi Bardwell; the community member elected was Alice Quammen; the teacher members elected are Anne Cardenas, and Susan Money.

b. Motion to approve **Policies 603 and 616**

Moved by: Lori Nixon

Second: Michelle Kurkoski

Vote: Unanimous

Discussion: None

c. **Motion to approve the choice of Grease as production for MSA 2012-2013 musical**

Moved by: Cheri Howe

Second: Ken Thielman

Vote: Unanimous

11. Information:

Email Cheri board job descriptions by December 1st

12. Future Agenda Items:

a. Future agenda Items list: **Online Course Proposal, Policies, Flow Chart, Parent Survey, Building Update, MSA Course withdrawal policy**

b. Regular Board Meeting - Third Thursday of the Month 6:30pm

c. Date and Time of Next BOD Meeting – 6:30 p.m., 12/2012

d. Date and Time of Next BOD Workshop – 5:00 p.m., 12/20/12

13. Adjourn at 7:45 P.M.

Moved by: Michelle Kurkoski

Second: Cyndi Bluhm

Vote: Unanimous