

**Board of Directors
MEETING MINUTES
Math & Science Academy
Thursday, October 24, 2013
8430 Woodbury Crossing, Woodbury, MN 55125**

1. Call to Order by Sandeep Chandak (Chair) at 6:36 p.m. *Members were notified that the meeting discussions were being recorded for note taking purposes and said recordings would be deleted after notes have been composed.*

2. Roll Call of Members-

Sandeep Chandak- Chair (Present)	Daniel Dawiedczyk (Present)
Susan Mooney- Vice Chair (Present)	Alice Quammen Lee (Present)
Teri Sue Hitchcock- Treasurer (Present)	Bob Kreischer-(ex-officio)(Present)
Heidi Bardwell- Secretary (Present)	Judith Darling BDKA- Contracted Financial
Lisa Anderson (Present)	Manager (ex-officio) Absent)
Sarah Burns (Present)	Dan Keller (Present)
Riti Khandelwal- Student Rep (Present)	

3. Approval of Agenda - Ammended

Moved by: Susan Mooney Second: A. Quammen Lee Vote: Unanimous

- a. Add item 9a- Motion to approve girls' Basketball co-op
- b. Add item 11c - Motion to approve updated teacher evaluation process.
- c. Add item 11d – Motion to approve MSHSL membership
- d. Add item 11e – Motion to approve policies 406, 521, 532.

4. Open Forum –

a. Dennis, an auditor with Clifton, Larson, Allen gave a brief overview of the audit that was conducted on our financial statement. The role of the auditor is to give an opinion on the financial statements. The opinion that he shared was that Math and Science Academy is about as financially healthy as a charter school can be. He suggested making the audit available on our website for parents to see that MSA is behaving in a financially responsible way.

5. Approval of Meeting Minutes from Thursday, 9/19/13. Ammended

Moved by: Lisa Anderson Second: Heidi Bardwell Vote: Unanimous

6. Chair's Report- (Sandeep C.)

Nothing to report.

7 Director's Report

- a) High school course sequence for English: There had been some confusion regarding the course sequence for English. Mr. Kreischer provided clarification. (see attachment)
- b) Educational Goals Agreed to with Authorizer- Mr. Kreischer went over some of the previous goals that had been set for MSA. (see attachment)

8 Standing Committee Reports

- a) **Finance/ Budget (Teri Sue)** page 9
- b) **Building Committee (Lisa)** Nothing to report
- c) **Building Company (Lisa)**
 - i) Mr. Kreischer gave a brief explanation of the work that still needs to be done in building B and talked about. A final inspection with the Woodbury inspectors still needs to happen. There is still approximately \$70,000 left in combined contingency funds.
- d) **Communications Committee (Susan)** page 11
- e) **Enrollment (Bob)** page 13
- f) **Personnel Committee (Lisa)** Nothing to report
- g) **Technology Committee (Teri Sue)** page 15
- h) **Parent Team (Sarah Burns)** page 17
- i) **Policy (Heidi)** page 29
- j) **Student Committee (Riti)**
 - i) Student Council would like clarification about the order of the steps they should take to get dances approved and book advisors to attend the dances. It was suggested that they first schedule a date with the office first so they could let potential advisors know the date that they are being asked to commit to.
- k) **High School League Activities Committee (Dan)**
 - i) Cross Country is wrapping up
 - ii) Girls' basketball is being organized
 - iii) Athletic Director was hired, but quit very early on. MSA had a difficult time getting registrations and checks back from the former Athletic Director. They were finally retrieved, and Shannon Froberg has taken on the role of Athletic Director
- l) **Academics Committee (Susan)**
- m) **Alternative Funding Committee (Alice)**
 - i) At the last meeting, the upcoming Give to the Max event was discussed and further plans were made for rewarding students who participate.
 - ii) Discussed who would be solicited for donations and how often to be sure that we don't ask repeatedly of people/ businesses that have already been approached.

9 Consent Agenda

- a) Motion to approve girls' basketball co-op.

Moved by: Susan Mooney Second: Teri Sue Hitchcock Vote: Unanimous

10 Unfinished Business – None

11 New Business

a) Motion to approve Director’s goals for 2013-2014.

Motion by: Sarah Burns Second: Heidi Bardwell Vote: Unanimous

b) Motion to approve joining Charter School Partners as a member.

Motion by: Susan Mooney Second: A. Quammen Lee Vote: Unanimous

Discussion: The cost will be \$1500 per year, but the benefits easily justify the cost.

c) Motion to approve the amended teacher evaluation process.

Motion by: A. Quammen Lee Second: Lisa Anderson Vote: Unanimous

d) Motion to approve MSHSL membership for 2013-2014.

Motion by: A. Quammen Lee Second: Susan Mooney Vote: Unanimous

e) Motion to approve policies 406, 521, 532

Motion by: Susan Mooney Second: Heidi Bardwell Vote: Unanimous

12 Future Agenda Items

- a) **Date and time of next BOD Meeting – Thursday, 11/21/13. (workshop 5:00p.m., meeting 6:30p.m.)**
- b) **MSA Brand, logo, mascot, school colors**
- c) **Revised Budget**
- d) **Policies**
- e) **Parent Team Goals**
- f) **Recognition**

13 Adjourn at 7:30

Motion by: Teri Sue Hitchcock Second: A. Quammen Lee Vote: Unanimous