

Board of Director
Workshop Meeting Minutes
Math and Science Academy
Thursday, November 21, 2013
8430 Woodbury Crossing, Woodbury, MN 55125

Budget Amendment

Pages 6-10 proposal change. A few things were significant. Maintenance went up because of Building B's start-up costs, the new software license for the art class, and technology had to be budgeted more for subscriptions. The bottom line is the net income is going to be \$50,000 less than they said it would be in June.

English Requirements

We had had a parent clarify – there was a switch in the English requirements – American Lit 11/12, Brit Lit – 10, and 2 writing components that equal one year. How are the two writing classes different? Requirements were on line. Bob will hand something out regarding this – not here now.

Enrollment Issue

The enrollment issue may be a concern if planning isn't done now. Current enrollment numbers for 2013-14 are a total of 443 students, and over by 18 than projected for the school year. The full-time students at MSA, minus PSEO students, is 413. What do we do for next year? Lisa suggested that we reduce the incoming 6th grade students. Sandeep's suggested that the Board needs to monitor this closely. He said that the number should have never exceeded the projection.

Bob said that if we continue on the road we are on now we will be well over 450 students. The only way to stop it is not take as many students in. We have to start thinking about a plan to not get over 450 because there is no room. We cannot say for sure that next year's students will attend PSEO classes. Next year we could have 474 students in the buildings. We don't have room for 474 students. We don't have to come up with a solution now. We could reduce the number of 6th grade students for next year. We need to monitor this more closely – who is staying and who is going. We are at capacity now with only three periods (three rooms) available in Building B during the day, and only four periods (four rooms) in Building A.

We are trying to make this a viable high school for students and make enough classes to retain students at MSA. There is nothing we need to do right now, but this is something we need to

watch so we don't exceed the number.

Employee Issue

A Board member brought up an employee issue regarding a special education teacher working from home on Wednesdays. This had been approved by the director before the special education teacher decided to work at MSA. This hadn't been brought to the Board or put in the teacher's contract. Discussion was on the inequality and fairness to the other teachers that have to take their work home and complete grading during the evening. This teacher can have Wednesdays to complete work uninterrupted. Who is to say that one teacher has more work than the other? How can we monitor how much work one teacher has compared to another teacher? The debate is that other teachers do not receive extra time for additional paperwork to be completed.

In looking into this employee issue, it was determined that the Wednesdays spent working at home was not put in this teacher's contract for the Board to approve. The Board agreed to leave things the way they are, with this teacher working from home on Wednesdays. Several agreed that the teacher may leave if MSA doesn't offer Wednesdays off for the remainder of the school year.

The director took full responsibility for the Wednesdays off being left out of the contract. He stated that there was no hidden agenda, but that it was an oversight. The director also mentioned that the special education teacher has the same prep period as all other teachers.

The director will put an addendum in the contract of the special education teacher as well as another teacher that has some differences in the hours that are taught.

Site Report

Student Achievement Minnesota is MSA's authorizer. The site report was discussed at the October BOD meeting. We still need a site report. Sandeep will ask for this.

Policies

Two policies were discussed:

Transportation – the transportation policy came from the Policy Committee (Heidi). We have two or three school days that have no busing. This policy needs to address this. No bus day on the calendar (already is). Will pay for it at the expense of MSA. Transportation will be provided on all regular scheduled days. We need to read “except for the non bus days on the MSA calendar”.

Nepotism Policy - Sandeep had not sent this policy to the Policy Committee. Sandeep did not think this was necessary, but he will send to the Policy Committee. It does not have the school's name on policy. This will be tabled.

Policy 707 – approved.

School Mascot and School Colors

Student Council is having a mascot drawing contest. Any drawing must be submitted by Friday, December 20th. Students can vote for the mascot after the winter break.

Colors of the school are burgundy, silver, and black.

MSA’s standard logo is confusing. Which logo should be the standard use – the “crest” logo, or the “compass”? Compass was always academic. Teri Sue and Sandeep mentioned this to Justin during the Technology committee. He is going to send them information about what a logo should have. Sandeep will check with Justin and we should take those into account before we change things.

BOD Recognition

The Board discussed recognizing two people. Cyndi Bluhm – if it wasn’t for Cyndi, Building B would never have been completed. She was on the building committee, and handled most of the financial matters to make this happen. It was decided to purchase a plaque to be hung up in Building B in a prominent location in her honor.

Justin Gehring – Justin has done a tremendous job at getting our buildings ready for the school year. For all the years of contributions at MSA it was decided that we would name the Computer Lab either Gehring’s Liar or Fort Gehring. This will also be on a plaque and be hung in the Computer Lab.

?????????The Board will be asking staff for donations. Rachael Erickson will be in charge of this?????????????

Enrollment

Enrollment was discussed. Bob mentioned that we wait too long to let families know if they were accepted after applying for enrollment. The deadline in years past has been mid to late February. Bob mentioned that he will make the deadline to be February 12th. Lottery will be February 14th. Lottery results will be approved at the BOD meeting. Acceptance letters will be sent at the end of February. The enrollment process needs to be updated. The enrollment part of the website will be changed(as is currently in the process of this happening).

Bob suggested that online enrollment should begin in November. He said six weeks is a short time to apply. It’s too late to start taking applications earlier.

