

Board of Directors
Meeting Minutes
Math and Science Academy
Thursday, March 20, 2014
8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Sandeep Chandak (chair) at 6:55 p.m.

2. Roll Call of Members

Sandeep Chandak – *Chair* (Present)

Dan Keller – *Vice Chair* (Present)

Teri Sue Hitchcock – *Treasurer* (Present)

Heidi Bardwell – *Secretary* (Present)

Lisa Anderson (Present)

Amy Otteson (Present)

Sarah Burns (Present)

Daniel Dawiedczyk (Present)

Alice Quammen (Present)

Riti Khandelwal – *Student Rep* (Present)

Bob Kreischer – *ex-officio* (Present)

Judith Darling, BKDA – *Contracted*

Financial Manager, ex-officio (Absent)

Dan Keller (Present)

3. Approval of Agenda

Moved by: Sarah Burns

Second: Lisa Anderson

Vote: Unanimous

Additions/revisions to the agenda:

a. Remove No. 9 – Consent Agenda

b. New Business:

a. Revise (letter c.) Add names Lisa Anderson and Bob Kreischer

b. Add (letter e.) Motion to approve Policy 201.1

c. Add (letter f.) Motion to approve Booster Club

d. Add (letter g.) Motion to approve 990s

e. Add (letter h.) Motion to approve Teri Sue Hitchcock stipend for an additional \$250.00 to be \$1,000.00.

f. Add (letter i.) Motion to approve status change for Lauren Zachman.

g. Add (letter j.) Motion to approve 1:1 laptops.

4. Approval of Meeting Minutes from January 16, 2014 and February 2, 2014

a. Motion To Approve

Moved by: Dan Keller

Second: Amy Otteson

Vote: Unanimous

5. Chair's Report

Since the last meeting (February 20th, which had to be rescheduled because of weather), Sandeep Chandak has been out of the country.

6. Director's Report

Bob Kreischer included a list of electives for BOD members to review. A few of those had to be removed because there wasn't enough interest from students. Bob reported that four more AP courses were added. The STEAM course did not go through and it was very disappointing.

Bob discussed enrollment. There is good progression with the number of students MSA is retaining for ninth grade. Bob said that we need to keep the number less for incoming sixth grade students so we don't overpopulate. We are adding 80 sixth grade students for the 2014-15 school year, compared to 88 sixth grade students last year. He said that MSA will most likely drop another five and then seven in subsequent years.

Bob also handed out a PSEO sheet indicating how many students are taking PSEO full-time, part-time, and who are staying full-time on campus. We are doubling the students in the class – they don't have to leave MSA and student could have enough classes to stay. It is very positive for MSA to retain students on campus, not just financially, but more importantly, it provides leadership to the younger students.

Bob said that administration has worked very hard to make the registration complete.

Bob talked about the number of people that are very concerned about the school hours being changed today at the South Washington County Schools Board Meeting (March 20, 2014). The proposed hours are 9:20 a.m. – 3:50 p.m. for the 2014-15 school year. Bob is concerned that a lot of people are voicing opinions but are not going to him to communicate their concerns. Bob is concerned of the rumors that get started and that some parents have not been kind at recognizing other parent opinions on this subject.

Bob said that if the new hours are approved, we will make plans to be sure that every parent and student is accommodated. Other schools have handled this, it is not that difficult. Switch the afternoon programs to the morning. MSA is not ignoring this. Students and parents will be at the South Washington County Board Meeting this evening (March 20th) representing MSA and voicing their opinions.

Bob handed out a research article on kids starting late.

7. Standing Committees

- a. Student Committee – A “Senior Meeting” regarding graduation and lock-in plans is for next Friday, March 28th at 3:15 p.m.
- b. Policy Committee

Lisa Anderson responded to the question if there was an “Extracurricular Policy” around transportation. No policy – but there is a Transportation Policy.

Answers from the lawyers from the two policies that were previously discussed. First was addressing the Transportation Policy and the busing. This was adopted already. Shannon had wanted to see this because of being the Activities Director and information on busing and driving students. Since MSA receives its transportation from District 833, Sandeep asked why we have a policy. Bob explained that it is for after school when kids are driving their own car, with possible other students in the car. Shannon wanted clarification on the legal aspects.

Nepotism Policy – South Washington County has the simple policy. BOD members were asked to read and will vote at the next meeting.

8. New Business

- a. **Motion to extend BOD term for Alice Quammen Lee from January 2015 to June 2015.**
Moved by: Dan Keller Second: Amy Otteson Vote: Unanimous
Abstain: Alice Quammen Lee
- b. **Motion to approve budget adjustment**
Moved by: Alice Quammen Lee Second: Teri Sue Hitchcock Vote: Unanimous
- c. **Motion to appoint Lisa Anderson and Bob Kreischer to the MSA Building Company**
Moved by: Alice Quammen Lee Second: Heidi Bardwell Vote: Unanimous
Abstain: Lisa Anderson
- d. **Motion to approve Election Ballot**
Moved by: Teri Sue Hitchcock Second: Lisa Anderson Vote: Unanimous
- e. **Motion to approve Policy 201.1**
Moved by: Amy Otteson Second: Heidi Bardwell Vote: Unanimous
- f. **Motion to approve Booster Club**
Moved by: Teri Sue Hitchcock Second: Sarah Burns Vote: Unanimous
- g. **Motion to approve 990**
Moved by: Sarah Burns Second: Dan Keller Vote: Unanimous
- h. **Motion to approve Teri Sue Hitchcock stipend to an additional \$250.00 (for a total of \$1,000 stipend)**
Moved by: Alice Quammen Lee Second: Sarah Burns Vote: Unanimous
Abstain: Teri Sue Hitchcock
- i. **Motion to approve status change for Lauren Zachman** (Lauren's contract will indicate that she has been grandfathered in for health benefits.)
Moved by: Heidi Bardwell Second: Teri Sue Hitchcock Vote: Unanimous
- j. **Motion to purchase of laptops for 1:1**
Moved by: Amy Otteson Second: Dan Keller Vote: Unanimous
- k. **Motion to approve preparing a contract for Bob Kreischer**
Moved by: Amy Otteson Second: Teri Sue Hitchcock Vote: Unanimous

9. Future Agenda Items

- a. Next meeting: April 17, 2014
- b. Approving election results
- c. Contract approvals
- d. Policy 430-806
- e. The Board needs to make an official (formal) contract to the director. A letter will state the director will be hired back. The Board should be recommending this and making formal.

10. Motion to adjourn (7:44 p.m.)

Moved by: Teri Sue Hitchcock Second: Dan Keller Vote: Unanimous

Joell Pundsack, Board Recorder

Heidi Bardwell, Secretary