

**Board of Directors**  
**Meeting Minutes**  
Math and Science Academy  
Thursday, May 15, 2014  
8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Sandeep Chandak (chair) at 6:30 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 (Absent)

Alice Quammen (Present)

Riti Khandelwal – *Student Rep* (Absent)

Bob Kreischer – *ex-officio* (Present)

Judith Darling, BKDA – *Contracted*

*Financial Manager, ex-officio* (Absent)

3. **Approval of Agenda**

Moved by: Amy Otteson

Second: Sarah Burns

Vote: Unanimous

Additions/revisions to the agenda under New Business:

a. 11.b. Remove “11.b. Budget for Next Year”

b. 11.b. Add “Motion to approve to change June 19<sup>th</sup> BOD meeting to June 12<sup>th</sup>.”

c. 11.f. Motion to approve Policy 710 Extracurricular Transportation.

d. 11.g. Motion to approve Charter School Partners Membership.

e. 11.h. Motion to accept Sarah Burns resignation effective June 6, 2014.

f. 11.i. Motion to approve the renewal of the Minnesota State High School League Membership.

4. **Open Forum**

Sandeep introduced Joe Bedniak, a newly elected BOD community member. He will be seated at the June 2014 meeting.

5. **Approval of Meeting Minutes from April 17, 2014**

a. **Motion To Approve**

Moved by: Teri Sue Hitchcock

Second: Lisa Anderson

Vote: Unanimous

For future meeting minutes: Sandeep would like any comments/remarks made during the “New Business” be added under the “motion to approve”, etc. so parents are aware of any discussions.

6. **Chair’s Report**

The Spring musical, Annie, in the new gym/auditorium was extremely well done. Once the play started, nobody felt like were in a gym. Cyndi Bluhm and Justin Gehring were awarded a plaque for all their hard work at MSA throughout the years (Cyndi for the Building Company; Justin for technology). Riti Khandelwal (BOD Student Rep.) was not at the BOD meeting, but was acknowledged for all her hard work.

Today is the Spring concert. In the future, Sandeep remarked that we make sure not to have the BOD meeting on the same day as a big event at MSA.

## 7. Director's Report

Bob suggested three years terms for BOD members, instead of the two that we currently have for each member. Bob believes that members will take their position much more seriously if this is in a three year term. We will need the by-laws changed and will wait for the September meeting to address this issue. We will put this on the schedule for the September meeting as an agenda item.

Enrollment: Our numbers are very good for projections. Bob spoke with the Finance Committee – the numbers should be good. Last year we lost 26 students; 4 came back. In 2011-12, we lost 45. The last couple of years have been very positive. We may have 7-8 more students than what we budgeted for. We want to hold at the 450 student number.

Bob received a letter from Woodbury Mayor Stephens congratulating MSA on our MCA scores.

## 8. Standing Committees

No discussions.

## 9. Consent Agenda

No discussions.

## 10. Unfinished Business

No discussions.

## 11. New Business

- a. **Motion to approve new hire contracts.**  
Moved by: Heidi Bardwell                      Second: Lisa Anderson                      Vote: Unanimous
- b. **Motion to approve moving the June 19<sup>th</sup> BOD meeting to June 12<sup>th</sup>.**  
Decision to move the date to June 12<sup>th</sup> is because many teachers will not be here on June 19<sup>th</sup>.  
Moved by: Teri Sue Hitchcock                      Second: Dan Keller                      Vote: Unanimous
- c. **Motion to approve Policy 610**  
Remove the sentence about insurance under Policy 610.  
Moved by: Heidi Bardwell                      Second: Amy Otteson                      Vote: Unanimous
- d. **Motion to approve Family Achievement Center PT/OT Speech**  
Most of the budget to pay for the Family Achievement comes from the Special Education budget.  
Moved by: Amy Otteson                      Second: Teri Sue Hitchcock                      Vote: Unanimous

e. **Motion to approve Lease Aid Certification**

These lease aid certification forms need to be completed by each BOD member. Dan Dawiedczyk was absent at this meeting. We will send this to Dan to have him complete.

Moved by: Amy Otteson                      Second: Alice Quammen                      Vote: Unanimous

f. **Motion to approve Policy 710 Extracurricular Transportation and Waiver**

Moved by: Teri Sue Hitchcock                      Second: Sarah Burns                      Vote: Unanimous

g. **Motion to approve Charter School Partners Membership**

Sandeep asked if MSA has been using this membership. Bob said that we have been. We have completed some BOD training and have attended some of their meetings. A good investment.

Moved by: Heidi Bardwell                      Second: Amy Otteson                      Vote: Unanimous

h. **Motion to accept Sarah Burns resignation effective June 6, 2014.**

The BOD thanked Sarah for all her hard work and dedication to the school.

Moved by: Amy Otteson                      Second: Teri Sue Hitchcock                      Vote: Unanimous

Abstain: Sarah Burns

i. **Motion to approve the renewal of the Minnesota State High School League Membership**

Bob Kreischer and Heidi Bardwell signed. This contract is for the 2014-15 school year.

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

**12. Future Agenda Items**

- a. Next meeting: June 12, 2014
- b. Amended budget.
- c. SAM Contract.
- d. Amy Otteson's resignation.

**13. Motion to adjourn (7:10 p.m.)**

Moved by: Teri Sue Hitchcock                      Second: Sarah Burns                      Vote: Unanimous

Joell Pundsack, Board Recorder

Heidi Bardwell, Secretary