

Board of Directors
Meeting Minutes
Math and Science Academy
Monday, September 15, 2014
8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Teri Sue Hitchcock (Chair) at 6:30 p.m.

2. **Roll Call of Members**

Teri Sue Hitchcock – <i>Chair</i> (Present)	Mona Hayashi (Present)
Alice Quammen – <i>Vice Chair</i> (Present)	Shailaja Radhakrishnan – <i>Student Rep</i> (Present)
Shannon Froberg – <i>Treasurer</i> (Absent)	Bob Kreischer – <i>ex-officio</i> (Present)
Heidi Bardwell – <i>Secretary</i> (Present)	Judith Darling, BKDA – <i>Contracted</i> <i>Financial Manager, ex-officio</i> (Present)
Tim Tydlacka (Present)	
Joe Burianek (Present)	

3. **Approval of Agenda**

Moved by: Alice Quammen Second: Dan Keller Vote: Unanimous
Additions to the agenda: “1. Motion to approve Mona Hayashi as BOD representative on the Building Company.”

4. **Open Forum**

Clifton Larson Allen conducted MSA’s audit over the summer. A representative from Clifton Allen Larson discussed a very positive and clean audit. He gave an overview of the finances at MSA and spoke to the financial accountability. A comment was made regarding the great job MSA’s accountant, Judith Darling, and her company are doing to keep our school financially healthy. Again, very positive audit.

Parent, Michael Atherton, spoke to the BOD to let them know that he is here at the meetings representing parents to take “summary” board minutes to relay to parents. He feels that a lot of parents don’t know what is going on at the school. He hopes to inform parents of what he learns at the BOD meetings. He suggested the BOD add a goal on communication with parents. Maybe something to talk about next month when we review the Communications Section of the Strategic plan. He also expressed his concern over the By-laws change discussed at the workshop moving from two year terms to three year terms.

5. **Approval of Meeting Minutes from August 18, 2014**

Moved by: Dan Keller Second: Alice Quammen Vote: Unanimous
Corrections: Alice Quammen’s name was listed twice under “Roll Call of Members” – remove one; 9.a. - Change Mona Hayashi’s “term” from three years to two years (extend one year); add Shannon Froberg’s name three years (extend one year).

6. **Chair’s Report**

BOD Chair, Teri Sue Hitchcock, discussed the comments she has received from parents regarding the BOD communication. Parents have informed Teri Sue that they are appreciative of the information

that is being relayed from the BOD through emails.

7. Director's Report

Bob Kreischer said today (September 15th) all parents and BOD members should have received a letter from the director. He also noted that all last year's 11th grade students (now 12th grade) passed the MCA math exam. This is a first at MSA. Congratulations to the 12th grade class!

8. Items for Discussion and Decision

a. Motion to approve to the By-law changes as noted.

Moved by: Deb Ledvina Second: Mona Hayashi Vote: Unanimous

Approval of two year term to three year term will be voted on at October 20, 2014 BOD meeting. By-law changes on document are III. Change "chief administrator" to "Director"; and "Chief Financial Officer" to "Contracted Financial Manager"; IV. Change first sentence to read "Terms of Board members shall be three years." IV. Remove "the" before "April".

b. Motion to approve MSA calendar change from November 6th (conferences after school) and November 7th (conferences and no school) to November 13th (conferences after school) and November 14th (conferences and no school). Bob will update parents via email this week.

Moved by: Deb Ledvina Second: Heidi Bardwell Vote: Unanimous

The proposed date change is to help the Annual Fund Committee with a successful Give to the Max event on November 13th, the evening of parent/teacher conferences.

c. Motion to Accept Board of Directors 2014-15 Goals

Moved by: Alice Quammen Second: Deb Ledvina Vote: Unanimous

Main goal will be to focus on one section of the Strategic Plan at each BOD meeting. Next month's section – Communications.

d. Director Goals

No discussion. Move to next month's meeting (October 20, 2014).

e. Mission, Vision, and Core Values

No discussion. Move to next month's meeting (October 20, 2014).

f. Motion to approve fewer BOD committees.

Moved by: Dan Keller Second: Heidi Bardwell Vote: Unanimous

Focus will be on four primary committees as discussed in Workshop. All other committees will be ad hoc (committees that do not meet regularly or are specific task driven).

g. Motion to approve ABC (Booster Club) request to use MSA's logo and school name for spirit wear.

Moved by: Tim Tydlacka Second: Dan Keller Vote: Unanimous

Tom Koperski attended meeting and to address Board and answer questions.

h. Motion to approve ABC (Booster Club) request to use MSA's "mnmsa.org email address and have a page on the MSA website.

Moved by: Tim Tydlacka Second: Dan Keller Vote: 6

Nay (2): Mona Hayashi; Deb Ledvina

i. **Motion to approve Strategic Plan, Annual Fund Committee section changes as discussed in Workshop.**

Moved by: Dan Keller Second: Heidi Bardwell Abstain: Deb Ledvina

j. **Motion to approve MSA's Alma Mater**

Moved by: Deb Ledvina Second: Mona Hayashi Vote: Unanimous
Student representative, Shailaja Radhakrishnan, discussed the importance of the student body approving the Alma Mater. This will be voted on and results to be given at the October 13, 2014 BOD meeting.

k. **Motion to approve MSA enrollment policy**

Moved by: Dan Keller Second: Mona Hayashi Vote: Unanimous
A parent has questioned our enrollment policy. The individual will be contacted by BOD Chair, Teri Sue Hitchcock on Tuesday, September 16th to inform them that MSA has been in compliance with state statutes.

l. **Motion to approve MSA's audit by Clifton Larson Allen**

Moved by: Dan Keller Second: Heidi Bardwell Abstain: Alice Quammen

m. **Motion to approve Mona Hayashi as BOD representative on the Building Company**

Moved by: Deb Ledvina Second: Alice Quammen Abstain: Mona Hayashi

9. **Future Agenda Items (October 20, 2014 meeting):**

Three year term limit votes

Annual Report

Item "d" from September 15th agenda – Director goals.

Item "e" from September 15th agenda – Mission, Vision, and Core Values.

Item "i" from September 15th agenda – Student vote on Alma Mater.

10. **Motion to adjourn meeting at 7:50 p.m.**

Moved by: Mona Hayashi Second: Tim Tydlacka Vote: Unanimous

Submitted,

Joell Pundsack, Board Recorder

Approved,

Heidi Bardwell, Board Secretary