

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

1. **Call to Order** by Tim Tydlacka (Chair) at 5:33 p.m.

2. **Roll Call of Members**

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|--|---|
| Tim Tydlacka – <i>Chair</i> (Present)        | Deb Ledvina (Present)   |
| Alice Quammen – <i>Vice Chair</i> (Present)  | Mona Hayashi (Present)  |
| Shannon Froberg – <i>Treasurer</i> (Present) | Shailaja Radhakrishnan – <i>Student Rep</i><br>(Present)                                  |
| Heidi Bardwell – <i>Secretary</i> (Present)  | Bob Kreischer – <i>ex-officio</i> (Present)   |
| Joe Burianek (Present)                       | Judith Darling, BKDA – <i>Contracted</i><br><i>Financial Manager, ex-officio</i> (Absent) |
| Dan Keller (Present)                         |   |
| Jessie Heydt (Present)                       |   |

3. **Approval of Agenda**

Moved by: Shannon Froberg    Second: Mona Hayashi    Vote: Unanimous

Add the following items to the agenda:

j. 990 2013 Exempt Org. 2013

k. Alma Mater

4. **Approval of Meeting Minutes from November 17, 2014**

Moved by: Dan Keller    Second: Mona Hayashi    Vote: Unanimous

5. **Director's Report**

Bob's December newsletter was sent via email today with his updates (December 15<sup>th</sup>). Bob reported some of the information from the newsletter to the Board of Directors members including the letter from the MDE Commissioner of Education.

6. **Standing Committee and Focus Committee Reports**

Policy Committee

Alice apologized for not having the policies ready for review. She will have these at the January BOD meeting.

Communications Committee

Heidi stated that the Communications Committee met last week and missed the deadline for the meeting minutes to be included in the BOD packet. She also noted that we are discussing one of the agenda items at the December BOD meeting – logos.

## 7. **Items for Discussion and Decision**

### a. **Logos**

The Communications Committee had a meeting on Wednesday, December 10<sup>th</sup> and one of the discussions was the compass logo. Jennifer Reichel's husband tweaked and revised the logo with minimal changes. There was a good discussion about not changing this too much. We will continue to move ahead with the logo revision and Justin will work on the trademark. There were no hesitations or concerns on the revision. The Communications Committee will move ahead with completing the trademark.

On a side note, Shannon Froberg announced that we have formed a new Athletic conference in the Minnesota State High School League. The name is Twin Cities Independent School Conference. The schools in this conference are Math Science Academy, Cristo Ray, Prairie Seeds, Leadership for Learning, St.Paul Prep, Metro Prep, and Fair School. This conference will go into effect for the 2015-2016 school year. There was a brief discussion around the Dragon mascot. Communications committee will work with Jennifer Reichel and Shannon Froberg to get that finalized.

### b. **Chemical Use and Abuse Policy 417**

Tabled – Alice will present at the January 26, 2014 meeting.

### c. **Open and Closed Meeting Policy 205**

Tabled – Alice will present at the January 26, 2014 meeting.

### d. **Enrollment Procedures and Suggestions From SAM (Student Achievement Minnesota)**

The enrollment procedures were updated because of suggestions that came from the lawyer of Student Achievement Minnesota, MSA's authorizer. The enrollment procedures are different than the admission procedures. Alice suggested that the enrollment procedure become a policy. No voting was necessary on the procedures, since only policies need to be voted on. The procedures will be posted on the website beginning January 1<sup>st</sup>.

### e. **MSA Building Sign**

Dan Keller handed out vendor information and pricing regarding an MSA sign on Building B. This will follow all city codes. Mona will take the information to the next Parent Team meeting for discussion and possible approval.

### f. **MAC – Minnesota Association Of Charter Schools**

Bob said that every year the MAC sends a representative out to the school to try and have us become members. Membership is a significant cost; approximately \$7,000 per year. We currently have membership with Charter School Partners; we pay only \$2,500 per year.

### **Motion to Reject Joining Minnesota Association of Charter Schools**

Moved by: Shannon Froberg

Second: Dan Keller

Vote: Unanimous

g. **Academic Ineligibility**

The academic ineligibility policy was revised and handed to the BOD members to review. Students who get notified that they are ineligible will work with Shannon and the teacher(s) to discuss how to help bring their grade(s) up – one week at a time. They are allowed to participate in an activity as long as they are following the plan from teachers and Shannon.

**Motion to Approve Ineligibility Policy**

Moved by: Deb Ledvina                      Second: Jessie Heydt                      Vote: Unanimous

h. **World's Best Workforce**

Assistant Director, Jennifer Reichel, discussed World's Best Workforce. This document is required from Commissioner at the Minnesota Department of Education. Rather than sending our annual report, which is due in October, MDE now requires the World's Best Workforce document.

Deb Ledvina and Alice Quammen met with Jennifer Reichel to discuss how to put an advisory committee together. We have a deadline set up to do a public forum – where parents can come out and hear about this document. Upon approval, the World's Best Workforce document will be posted on the MSA website to ensure we are in compliance with MDE.

**Approval of World's Best Workforce Document**

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

i. **Motion to Approve of Math Teachers Contracts for Mara Bertlesen and Caitlin Harper**

Moved by: Shannon Froberg                      Second: Alice Quammen                      Vote: Unanimous

Bob mentioned that a significant amount of time was spent interviewing math teachers. Both new math teachers are excited and enthusiastic about starting in the classroom with students. Mara is working with Lauren Zachman and Caitlin will be working with Bronwen Williams.

j. **Motion to Approve MSA's 2013 Exempt Tax Return 990**

Moved by: Alice Quammen                      Second: Dan Keller                      Vote: Unanimous

Accountant, Judith Darling, completes this for MSA and sends to the Office of the Attorney General. This return is to make sure we continue our tax exempt status.

k. **Alma Mater**

Student Representative, Shailaja Radhakrishnan, said that not many more students voted yes for the Alma Mater. She said that the primary reason not many voted yes is that they just didn't care enough for the song. Most didn't like the lyrics. Bob will talk to Jerry Shelton about working with students to continue to develop an Alma Mater.

**8. Future Agenda Items (January 26, 2015 meeting):**

Policy 417 – Chemical Use and Abuse Policy  
Policy 205 – Open and Closed Meeting Policy  
Strategic Plan Update - Technology  
Communications Committee Meeting Update

**9. Motion to adjourn meeting at 6:15pm**

Moved by: Shannon Froberg

Second: Dan Keller

Vote: Unanimous

*Bob Kreischer called for an informal meeting after the BOD meeting. He announced to the Board of Directors that he will be resigning effective June 30, 2015.*

Submitted,

Joell Pundsack, Board Recorder