

Board of Directors
Meeting Minutes
Math and Science Academy
Thursday, March 26, 2015
8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Tim Tydlacka (Chair) at 5:51 p.m.

2. **Roll Call of Members**

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> (Present)
Heidi Bardwell – <i>Secretary</i> (Present)	Bob Kreischer – <i>ex-officio</i> (Present)
Joe Burianek (Present)	Judith Darling, BKDA – <i>Contracted</i> <i>Financial Manager, ex-officio</i> (Absent)
Dan Keller (Present)	
Jessie Heydt (Present)	

3. **Approval of Agenda**

Moved by: Shannon Froberg Second: Dan Keller Vote: Unanimous
The following items have been added to the agenda, “Items for Discussion and Decision:
m. Approval of enrolling from 80 students to 85 students each in 6th and 7th grade

4. **Open Forum**

- a. Junior students, Meera Viruru and Thomas LaRose are taking an Economics class at MSA. They asked the Boards approval in having a “Buy a Buddy” which is an auction to raise money for St. Jude’s Hospital. There will be approximately twenty male high school students between the ages of 15-18 in the auction. Alice Quammen suggested they call this auction something else. It was also determined that they can auction off the students, but all activities held after the buddy has been bought, stay in-house with parent or teacher supervision. The BOD agreed that if this event is done right it could be really fun, just as long as the decisions from the BOD are followed.
- b. Parent, Michael Atherton, was at the meeting to discuss four concerns:
 - i. BOD meetings are not properly advertised on the website.
 - ii. The MDE website lists the other Math and Science Academy’s MCA scores on the MDE website. This concerns Michael because their scores are not good.
 - iii. Michael wanted to know if the BOD has considered having an all school community meeting with the director applicants. The BOD agreed that this will be happening.
 - iv. Michael was concerned that the meeting minutes from the last BOD meeting are not posted. He was specifically concerned about a resigned teacher’s letter to the BOD. It was noted that this information would not be in the minutes because the only decision made at the last meeting was that Bob Kreischer would follow up with the appropriate departments and report back to the BOD at a future meeting.
- c. Parents, Linda Lohmann and Julie Kosanke addressed the BOD with questions about using grade level money, specifically 12th grade students, for a senior trip. The students have

been told since they were in 6th grade that any money their class raises would be used on a senior trip after graduation. The twelfth grade students are not sure why they are being told now that they cannot use the money toward a trip. Some parents are concerned that not all the students will want to go on the senior trip and wouldn't be fair. Bob said that taking a senior trip presents a worry of liability on the school since they would be using school funds. Bob said that a policy will have to be made for next year's seniors about how to use the funds in their grade level account. For this year's seniors, it was recommended that Linda and Julie have the senior students take a poll of how to use their grade level money; either a senior trip, or all the money be spent on the lock-in, with the majority of the money being spent on swag bags for the students.

- d. Dan Keller is resigning at the end of the school year. Since he is a teacher representative, he will be stepping down from the BOD as well.

5. Approval of Meeting Minutes from February 23, 2015

Moved by: Shannon Froberg Second: Dan Keller Vote: Unanimous

Correction: Number 7 is blank. This will be removed.

g, High Quality Charter School is blank. Add the following: Please refer to the BOD meeting minutes from January 26th where Bob had discussed.

6. Director's Report

- a. Bob said that MSA received a financial award for doing all the right things financially. There are 549 schools; 389 schools met the criteria.
- b. Bob passed out a list of the students that took PSEO classes for the span of the last three school years. One of the tasks that Bob was to do when hired was to increase high school enrollment. Two years ago the percentage of juniors on campus was 50%, last year – 70% and this year – 78%.
- c. The two major items that will be part of April's BOD agenda are the budget and individual contracts. The budget will be on the agenda for approval. The BOD has to pass out and approve the contracts. The contracts that need to be viewed and discussed are the different contracts.

7. Items for Discussion and Decision

a. Motion to approve Early Release Date of April 28th

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

b. Motion to approve designating Vicky Carey to authorize use access to MDE

Moved by: Deb Ledvina Second: Dan Keller Vote: Unanimous

c. Motion to approve Block Schedule for 2015-16

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

A block schedule was proposed indicating M-W would be a typical 7 period day; Thursday would be periods 1, 3, 5, and 7; Friday – periods 2, Study Hall, 4, and 6. There are benefits to this schedule, such as the homework load would be reduced on Wednesday and Thursday nights because you don't meet with all seven periods on those days. However, there were some challenges in prior years regarding PE. This would not be a problem now. The other benefits

would be that teachers would be able to have longer times for testing, discussions and projects. We are not going to lose any of the electives by going to a block schedule and this would also not have a financial impact. This also would not alter an PSEO students that want to come back to MSA for some classes.

d. **Motion to approve 2015-16 School Calendar**

Moved by: Deb Ledvina Second: Dan Keller Vote: Unanimous

One question on the calendar was why they didn't decide to take off the Wednesday before Thanksgiving. Bob said that it would have brought the school days down to a total of 171 and he did not want that few of days. Mona asked why there are no conferences in the Spring. Bob said we haven't had these the past two years. For snow days, we would have students do online work from home. Teachers have until 10:00 a.m. on the snow day to post assignments.

e. **Motion to approve Lego Robotics Camp**

Moved by: Deb Ledvina Second: Shannon Froberg Vote: Unanimous

Educational Assistant, Jason Jensen, is trying to start his own Lego Robotics Camp business. He has asked to use MSA's facilities for his camp this summer. He will open this up to MSA students first, then to the public. The camp will have two sessions in the summer for one week (5 days); one session in the morning and one session in the afternoon. This camp will be renegotiated each year. Jason has asked that he use MSA's Lego Robotics equipment for the first year. The next year he would have his own equipment. Jason will sign a contract holding him liable for using MSA's equipment.

f. **Hiring of New Director Update**

Discussion was in the BOD Workshop.

g. **BOD Election Update**

Discussion was in the BOD Workshop. Bob wanted clarification as to what had been discussed. Jessie's teacher rep. term is expiring in June; so this seat will be part of the BOD Election. However, when Dan resigns in June, his position will be teacher appointed. Jessie offered to take Dan's position on the Board. Jeana Albers will be running for the BOD teacher rep position on the Board.

h. **Safety Building Committee**

Bob would like the BOD to mandate the Building Committee reconvene soon so that safety can be discussed. Bob said that the members are teacher, Rachael Ryan, and Mona Hayashi. There has not been any reason to meet, however, some concerns were brought up with too many students in the buildings. This should be done sooner than later. Tim suggested that this will be the topic of next month's workshop meeting.

i. **Motion to Approve Strategic Plan - Technology**

Tabled for April's meeting.

j. **Motion to Approve Administrator and BOD Chair/Finance Committee to Approve all Hiring**

Moved by: Deb Ledvina Second: Dan Keller Vote: Unanimous Bob shared with the BOD a paragraph in the Hiring Process document which indicates that all hiring of anyone at MSA such as coaches, musicians, etc. be approved by the administrator and the BOD

Chair/Finance Committee. Bob said that no hiring should be done just by one person. This presents a conflict of interest, especially if it is a friend or relative of the person doing the hiring. Having the administrator and the BOD Chair/Finance Committee approve the hiring ensures that everything is completed fairly.

k. Motion to Approve Policy 206

Moved by: Heidi Bardwell Second: Alice Quammen Vote: Unanimous

l. Motion to Approve Policy 205

Moved by: Shannon Froberg Second: Heidi Bardwell Vote: Unanimous

Mona would like the “Outline for Presenting to the MSA Board of Directors” form on the MSA website removed and Policy 205 added soon. The policy’s date would need to be revised, otherwise everything looks good.

m. Motion to Approve Enrolling From 80 Students to 85 Students For Sixth and Seventh Grade

Moved by: Dan Keller Second: Jessie Heydt Vote: Unanimous

8. Future Agenda Items (April 20, 2015; Workshop – 5:00 p.m.; Meeting – 5:45 p.m.):

- a. Budget for next year.
- b. Strategic Plan – Technology
- c. Policy 417 – Chemical Use and Abuse
- d. Math Report
- e. Possible Policy on Facilities Use

9. Motion to adjourn meeting at 7:19 p.m.

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

Submitted,

Joell Pundsack, Board Recorder