

**Board of Directors
Meeting Minutes
Math & Science Academy
Monday, August 17, 2015**

8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Tim Tydlacka (Chair) at 6:15 pm

Roll Call of Members:

Present:

Tim Tydlacka (Chair), Deb Ledvina (Vice Chair), Noelle Haland (Secretary), Mona Hayashi (Treasurer), Jeana Albers, Joe Burianek, Jessie Heydt, Peter Irvine, Molly Molitor, Judith Darling BDKA - Contracted Financial Manager (ex-officio), John Gawarecki (ex-officio), Atte Kadoma (Student Rep.)

2. **Approval of Agenda**

Moved by: Molly Molitor

Second: Peter Irvine

Vote: 9-yes 0-no 0-abstain

Additions:

- j. Motion to approve mentor pay rate
- k. Motion to approve Spanish teacher contract
- l. Motion to approve Extracurricular Activities Handbook

3. **Open Forum**

None

4. **Approval of Meeting Minutes from: Wednesday, July 8, 2015**

Moved by: Deb Ledvina

Second: Mona Hayashi

Vote: 9-yes 0-no 0-abstain

Edits:

- 10j. Replace "\$124/day" with "\$120/day"
- 10n. Replace "Molly" with "Mona"

5. **Chair's Report**

None

6. **Director's Report by John Gawarecki**

Staff update:

- New Spanish teacher will start on Monday.
- John Sundeen (sp?), EA, who had been hired this summer will not be working at MSA. The job has been posted and hopefully will be filled by the end of the week.

Building update:

- Special Education room's wall was removed and will get new carpet for the full room.
- Former Senior Lounge became the new Room 17. It will house Spanish and Math.
- Teacher's lounge in Building B is moved to the basement. The remodeled former teacher's lounge is now the new office for the Assistant Director.
- Shannon Froberg will go to the 2nd floor.
- There is a new conference work area for teachers.

Security:

- All exterior doors in public spaces are now equipped with an alarm system. All teachers will have key to override.

Early drop-off and fee change:

- The rate for this year will be \$10/day or \$150/semester for high schoolers.
- There is Y Care for middle school for a charge.

Exchange students:

- Charter schools typically will allow exchange students to attend if a host student attends that charter school. Currently, MSA does not have any previous policy on this.
- There are 2 exchange students (from France and Germany) who would like to attend MSA whose host families do not have MSA students (with middle schoolers and younger children). Both exchange students are in 11th grade and are from the same host/exchange company. Each student brings full funding from the state. The exchange students would not affect the class numbers. Eleventh grade is not full. Exchange students bring an added value to the school, and John thinks these students would be a good fit for MSA. Accepting these students is a trial.

Miscellaneous:

- All textbooks are ordered (approximately \$36,000)
- MSA curriculum meets state requirements.
- MSA's MCA results exceed benchmarks across the board.
- MSA composite ACT results are an average of 27.7.
- Parent surveys will be compiled next month.
- Friday, August 21, 2015 is hallway painting in Building A. Please join John.

7. Standing and Focus Committee Reports

MN High School League Activities – Report by Molly Molitor. Fall sports starts today.

Building Committee – Report by Deb Ledvina. Committee is focusing on building safety. Examples of what the committee will focus on are: emergency evacuation plans, building safety, staff training, and crisis management plan. MSA website would be updated.

Technology – Report by Joe Burianek. Based on teacher feedback, sixth graders will not be taking laptops home. Current teacher cell phone and plan is outdated. Staff have ipad or ipad2. Board advised to investigate cellular options and different plans.

8. Consent Agenda

No Consent Agenda

9. Items for Discussions and Decision

a. Motion to assign a portion of our fund balance relating to the amounts in our student activity accounts that we want to be able to spend in the future

Moved by: Mona Hayashi Second: Jessie Heydt

Discussion by Judith Darling. There was an audit surplus of \$224,000 for the year. The set aside for Student Activities and Technology came in July. By assigning a portion of the funds, it will avoid a carryover and will not come out of the 2015-2016 budget.

Motion to amend the motion for “Motion to assign a portion of the Fund Balance at June 30, 2015 for the following purposes: Student Activities \$37,499 and Technology Purchase \$3,981.”

Moved by: Mona Hayashi Second: Deb Ledvina Vote: 9-yes 0-no 0-abstain

b. Motion to waive the Pledge of Allegiance for the 2015-2016 school year

Moved by: Peter Irvine Second: Joe Burianek Vote: 9-yes 0-no 0-abstain

Flag will be brought back. Reconsideration for next year and will be part of the student survey.

c. Motion to approve MSA 990 Engagement Letter for MSA

Moved by: Jessie Heydt Second: Molly Molitor Vote: 9-yes 0-no 0-abstain

Discussion by Judith Darling. This is for tax return for the Building Company and MSA. There is a benefit of hiring in-house.

d. Motion to approve 2015-16 Parent/Student Handbook

Moved by: Deb Ledvina Second: Peter Irvine

Judith Darling asked if Item "f. Leasing of Facilities and impact to Lease Aid" can be moved prior to this item D.

Moved to table: Deb Ledvina Second: Jessie Heydt

e. Leasing of Facilities and impact on Lease Aid

Moved by: Deb Ledvina Second: Jessie Heydt

Discussion by Judith Darling. Any lease or sublease to outside organizations will be taken out of MSA's Lease Aid. There are no monetary benefits to leasing space. It might even be a negative since it requires after-hour staffing to close and open buildings.

f. Motion to approve 2015-16 Parent/Student Handbook

Moved by: Deb Ledvina Second: Jeana Albers Vote: 9-yes 0-no 0-abstain

Edits:

Page 13: added online school day procedure

Page 15: added "Please review the full policies on the MSA website."

g. Motion to approve 2015-16 Staff Handbook

Moved by: Jessie Heydt Second: Deb Ledvina Vote: 9-yes 0-no 0-abstain

Edit:

Page 10: Replace Policy "426" with "To be numbered at later date"

h. Motion to approve second read-through of Bylaws

Motion by: Mona Hayashi Second: Peter Irvine Vote: 9-yes 0-no 0-abstain

i. Review committees

Handout from Deb Ledvina. Discussions on committee structure. Board members are requested but not required to be on two committees. Board members are not required to be a committee chair. Each teacher will be requested to be on at least one committee. Committee Description Sheets are due to Deb.

j. Review policies

Discussion by Deb Ledvina and Mona Hayashi.

Motion to adopt revised policies as amended, with the exception of Policy 506 related to Student Discipline, which is tabled until Board of Directors meeting on September 21, 2015.

Motion by: Deb Ledvina Second: Peter Irvine Vote: 9-yes 0-no 0-abstain

k. Motion to approve mentor pay rate

Motion by: Molly Molitor Second: Peter Irvine Vote: 9-yes 0-no 0-abstain

Mentor pay rate is same as the last rate, \$500/year.

l. Motion to approve new Spanish teacher contract

Motion by: Deb Ledvina Second: Jeana Albers Vote: 9-yes 0-no 0-abstain

m. Motion to approve Extracurricular Activities Handbook with amendments

Motion by: Molly Molitor Second: Peter Irvine Vote: 9-yes 0-no 0-abstain

Edits:

- Delete Section V.
- Replace "Robotics" with "FIRST Robotics Competition Team"
- Add Hazing and Bullying policies

10. Date and time of next BOD Meeting - September 21, 2015 at 6:15 pm.

- a. Policy 506, Student Discipline

11. Motion to adjourn at 8:45 pm

Moved by: Mona Hayashi Second: Jessie Heydt Vote: 9-yes 0-no 0-abstain

Submitted:

Ia Xiong, Board Recorder

Approved:

Noelle Haland, Secretary