

Workshop Minutes- Finalized

Board of Directors Workshop Minutes Math & Science Academy Monday, April 17, 2017

Room 10

8430 Woodbury Crossing, Woodbury, MN 55125

Call to Order by Tim Tydlacka (Chair) at 5:00 p.m.

Members Present:

Voting:

Tim Tydlacka, Chair & Teacher Member
Deb Ledvina, Vice Chair & Parent Member
Mona Hayashi, Treasurer & Parent Member
Jeana Albers, Secretary & Teacher Member
Cheri Howe, Teacher Member
Ken Thielman, Community Member
Peter Irvine, Community Member

Non-voting:

John Gawarecki, Director (ex officio)
Judith Darling BKDA, Contracted Financial Manager (ex officio)
Tori Szondy, Student Member

Absent:

Voting:

Jeff Eng, Parent Member
Thomas Johnston, Teacher Member

Discussion:

- Discussed policies 209, 306, 403, 406, 407, 418, 616, 702.1, 806, and 907. Decided that policy 606 and 702.1 would be postponed until the May meeting due to further information that was needed. 702.1 will be reworded to include more of the MSBA version of the policy. Policy 806 was reviewed with the importance of reminding what the policy entails about crisis management. The Building Safety task force will be convening in upcoming weeks to begin discussing the policy, as well as preparing for safety measures to be implemented for Building 8490. Policy 403 was offered as a possibility for staff discipline. It was decided that instead of adding another policy, the information would be added into the staff handbook instead.

Submitted and Approved:

Jeana Albers, Secretary

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Board of Directors

Meeting Minutes

Math & Science Academy

Monday, April 17, 2017

Room 10

8430 Woodbury Crossing, Woodbury, MN 55125

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

Vision and Mission read by Ms. Szondy.

2. **Roll Call of Members**

Present:

Voting:

Tim Tydlacka, Chair & Teacher Member
Deb Ledvina, Vice Chair & Parent Member
Mona Hayashi, Treasurer & Parent Member
Jeana Albers, Secretary & Teacher Member
Cheri Howe, Teacher Member
Ken Thielman, Community Member
Peter Irvine, Community Member
Thomas Johnston, Teacher Member (late 6:25 pm)
Jeff Eng, Parent Member (late 6:25 pm)

Non-voting:

Tori Szondy, Student Member
John Gawarecki, Director (ex officio)
Judith Darling BKDA, Contracted Financial Manager (ex officio)

Absent:

None

3. **Approval of Agenda (note any board member conflict of interest)**

Motion to approve the agenda.

Moved by: Jeana Albers Second: Mona Hayashi

Motion to remove items L, M, N, Q

Moved by: Deb Ledvina

Vote: 7-yes 0-no 0-abstain

The motion carries.

4. **Open Forum**

None

5. **Approval of Workshop and Meeting Minutes from Monday, March 20, 2017.**

Motion to approve the Workshop and Meeting Minutes from Monday, March 20, 2017.

Moved by: Cheri Howe Second: Mona Hayashi

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Correction on spelling of Mr. Thielman's name.

Correction in Chair's Report to state: Student representative will be taken care of by Mrs. Kurkowski.

Correction in Item 8 last sentence to state: Interest rates were low.

Vote: 7-yes 0-no 0-abstain

The motion carries.

6. Chair's Report by Tim Tydlacka

Stakeholder meeting was held on April 4. It had moderate to good turnout. Board presented the budget, new building, and strategic plan.

Board election was counted by two members from the parent team with two board members present.

The student representative nominee deadline is today. New student representative will be announced in May.

Mr. Johnston and Mr. Eng joined the meeting at 6:25 pm.

7. Director's Report by John Gawarecki

Mr. Gawarecki provided an overview of the pay scale. The pay scale will stay within current 2% raise across the board. Starting teacher's salary will go up. There will be a pay raise for every year.

Mr. Gawarecki handed out organizational charts and reviewed it with the board. Special Ed coordinator is retiring. The three buildings will require an administrative review. Organizational charts will be put in handout and on website. There will be four positions opened next year.

1. Student Achievement

- a. Two students earned National Medals in the 2017 Scholastic Art & Writing Awards presented by the Alliance for Young Artists & Writers. (Over 330,000 entries were submitted with less than 1% being recognized at the national level.)
- b. An MSA 7th grade student was nominated to the BroadCom MASTERS National Middle School Science competition for their project titled "Low Cost Supercapacitors for Energy Storage". The project won the Wolfram research Mathematica software award, American Chemical Society special award, and 1st place for middle school along with the MN State Science and Engineering Fair Gold Grand Award.
- c. The Speech Team had a participant place 5th in the Honors Finals at Park High School in the category of Discussion.
- d. An MSA 8th grade student finished in a 5th place tie (out of 49) at the Metro ECSU Regional Spelling Bee.

2. Instructional Leadership

- a. Attended the Parent Team meeting on April 4th.
- b. Organized and led 12 task force meetings the past month. (Pay Scale, Staff Handbook, Field Trip, Calendar, Job Performance Review, Teacher Development and Evaluation Review, and Building Room Assignments)

3. Student Academic Achievement

- a. Preparation for ACT, MCA's and AP exams are complete. (ACT is April 19th, MCA's

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start the week of April 24th, AP begin the first week in May.)

4. Human Resources

- a. Currently we have 3 positions open for next year.
- b. Restructured staffing to align with three buildings.

5. Professional and Ethical Relationship

- a. Attended an Open Law Webinar on March 22.
- b. Investigated 4 Tell Glaedr reports.

6. Resource Management

- a. Met with Indigo on March 27th about next year's needs.
- b. Worked with BKDA on proposed budget for school year 2017-18.
- c. Attended an MDE Lease Aid workshop on March 29th.
- d. Met with BKDA and Kraus-Anderson concerning benefits for next year.

7. Administrative Performance

- a. Advanced Placement (AP) course offerings will not change significantly next year. (Noted in previous Academic Committee reports.)
- b. Received an \$1800 PBIS grant to be spent this fiscal year.
- c. Received a \$5,000 grant from MN Business Partners and CenturyLink as part of their Teachers & Technology Grant program for Langseth's math classroom.

8. Financial Report

Presented by Ms. Darling. The budget is expected to be presented to the board next month for approval. The budget will include the new salary schedule and updated benefits. Health care costs are estimated to go up 10-15%. There will be two health plan presentations.

Motion to approve the teacher pay scale as presented.

Moved by: Ken Thielman Second: Mona Hayashi

Vote: 9-yes 0-no 0-abstain
The motion carries.

9. Reports from Board Committees, Activities Director and Task Forces (as applicable)

Parent Team minutes have not been submitted to the board for some time. The committee has been notified and will start submitting the minutes.

Activities Director's Report: Report submitted with no discussion.

Board Committees:

Academics (Ms. Howe): Report submitted with no discussion.

Finance (Ms. Hayashi): No report submitted.

Annual Fund (Mrs. Pornschloegl): Report submitted with no discussion.

Board Task Forces:

No reports submitted.

10. Consent Agenda

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None

11. Items for Discussion and Decision

a. Approval of March Financial Statements

Motion to approve March Financial Statements.

Moved by: Jeana Albers Second: Mona Hayashi

Discussion:

Ms. Darling presented the Financial Statements. The adopted budget did not account for the Dragon Dinner proceeds which have not been finalized. Ms. Darling will be meeting with Anchor Bank to discuss how to invest excess funds currently in the checking account. It can be invested in short term CDs or other low risk investments. MSA is limited as to what we can pursue for types of investments. For example, cannot do investments in stocks. Mr. Gawarecki and Ms. Hayashi will also be at the meeting.

Vote: 9-yes 0-no 0-abstain
The motion carries.

b. Approval of newly elected Board Member ballots

Motion to approve newly elected Board Members.

Moved by: Cheri Howe Second: Jeana Albers

Discussion:

Teacher members will be Tom Johnston and Lisa Anderson.
Parent member will be Rita Winchester.

New members will be seated at the end of the June board meeting.

Votes were as follows:

Rita Winchester - 85
Sonia Mehta - 64
Tom Johnston - 147
Lisa Anderson - 137

Vote: 9-yes 0-no 0-abstain
The motion carries.

c. Approval of 2017-2018 Calendar

Motion to approve 2017-2018 Calendar.

Moved by: Peter Irvine Second: Mona Hayashi

Discussion:

The number of school days will remain the same.

Vote: 9-yes 0-no 0-abstain
The motion carries.

d. Policy 201 Legal Status of the Board of Directors (second reading)

Motion to approve Policy 201 Legal Status of the Board of Directors.

Moved by: Mona Hayashi Second: Deb Ledvina

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Vote: 9-yes 0-no 0-abstain
The motion carries.

I. Policy 903 Visitors to MSA Buildings and Sites (second reading)

Motion to approve Policy 903 Visitors to MSA Buildings and Sites.

Moved by: Jeana Albers Second: Peter Irvine

Discussion:
None

Vote: 9-yes 0-no 0-abstain
The motion carries.

m. Policy 907 Rewards (first reading)

Discussion:
Board discussed during workshop.

12. Old or Unfinished Business

None

13. Future BOD Meeting and Workshop Agenda Items

None

14. Dates and Times of Upcoming BOD Workshops and Meetings:

BOD Workshop on Monday, May 15, 2017 at 5:00 p.m. in Room 10A.
Agenda Items:

BOD Meeting on Monday, May 15, 2017 at 6:15 p.m. in Room 10A.

15. Motion to adjourn at 7:30 pm

Moved by: Mona Hayashi Second: Jeana Albers

Vote: 9-yes 0-no 0-abstain
The motion carries.

Submitted:

Ia Xiong, Board Recorder

Approved:

Jeana Albers, Secretary