

# Meeting Minutes- FINALIZED

## Board of Directors Special Meeting Minutes Math & Science Academy Tuesday, February 21, 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  
Thomas Johnston, Teacher Member  
Jeff Eng, Parent Member

#### Non-voting:

John Gawarecki, Director (ex officio)  
Judith Darling BKDA, Contracted Financial Manager (ex officio)

#### **Absent:**

#### Voting:

Peter Irvine, Community Member

#### Non-voting:

Tori Szondy, Student Member

#### **Strategic Plan**

- Mr. Eng began with facilitation of the meeting. Reviewed the vision, mission, and discussed what a strategy (long-term) versus a tactic (short-term) was. With the past strategic plan meetings reviewed, the two strategies identified were smart growth and fostering community possibly through the house plan or something similar. Board discussed if additional strategies could be added. Strategies need to be useful and actionable. Goal is for the board to be prepared for April 4th and to have the strategies ready to be presented. In regard to strategic plans, typical time lengths for them range typically between 3, 5 or even 10 years. It was discussed that a strategic plan should not be looked at the end of its time, but rather be re-evaluated every year. A question regarding the core values was posed as to where they would be included within the strategic plan. Discussed that core values make up the atmosphere, culture and community of the organization.

Ken Thielman left the meeting at 5:45 p.m.

Recess taken at 5:55 p.m. Resumed meeting at 6:05 p.m.

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- The financial options for the strategic plan were presented. Mr. Tydlacka stated that he will also include the options in his next letter to the community. The information presented included what the general fund balance can and cannot be used for. The sources of income for the school were also presented- including State of Minnesota, local revenue, federal sources, and levies. With increasing costs of the school, several solutions were proposed. Without student growth, it is projected that MSA would be in a budget deficit of \$247,000 by 2024-2025.
- It was discussed that to address the deficit with the assistance of fundraising, stakeholders need to be made aware of why we fundraise instead of for items that might be deemed unnecessary.
- MSA is in a good place currently in relation to the budget, but there needs to be preparation for 5 years out.

### **8490 building**

- Discussed the various options regarding 8490 Woodbury Crossing.
- The school has the options of leasing with management, leasing without management, and leasing with the option to purchase.
- If the decision to lease the building, the repair/replace fund would be decreased by the amount that would cost us in the lease.
- Discussed that with the new 8490 building, there would be further topics of discussion to broach, such as security implementation, administrator presence, furnishings, copiers, and construction to make the building ready for classes.
- The concern that if board does move forward with the building purchase/lease, then there will need to be mindfulness in regard to the 5-year plan.
- The building lease/purchase would not be big enough for a bond issue.
- Discussed how teachers would be involved if the building was leased or purchased. Mr. Gawarecki brought up that teacher input would be gathered first in the form of a survey. Ultimately, it comes down to what is best for the students and the school.

### **Motion to lease building 8490 with the option to buy in the 2017-2018 school year.**

Moved by: Deb Ledvina      Second: Mona Hayashi

#### Discussion:

Need to clarify length of lease. Anticipated that it would be a minimum of a 3-year lease. It will be pursued that the building improvements and construction to fit classroom needs to be covered in rent so that the cost is covered by the lease aid. Also, a non-refundable deposit will be owed.

### **Motion to amend the previous motion: to lease building 8490 with the option to buy for up to 5 years starting with the 2017-2018 school year:**

Moved by: Deb Ledvina      Second: Mona Hayashi

#### Discussion:

The question was posed of whether or not it is recommended to vote on a lease that the board does not know the full provisions of beforehand.

### **Motion to amend the amendment to the original motion: to give John Gawarecki, the MSA director, the authority to negotiate the lease of building 8490 for the 2017-2018 school year with the option to purchase.**

Moved by: Deb Ledvina      Second: Mona Hayashi

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Discussion:

None

Vote: 7-yes 0-no 0-abstain

The motion carries.

### **Strategic Plan revisited:**

- Strategic Plan was revisited after the motion for building 8490.
- Reviewed the 2 strategies of financial stability through smart growth and fostering community. Discussed the house task force and its work at developing the house plan in order to help foster the small school feel. Need to consider alternate ideas to the house plan that would foster community. Good resource could be the students and the input they have to offer. Expansion and the house task force had developed on their own, but the two strategies of smart growth and community hadn't really been revisited since then. Need to look at whether want the two strategies to remain as the only two, or if there is a need to add more, such as teacher retention, clear roles and relationships, student retention, and branding which were briefly discussed.
- Discussed that for the stakeholder meeting on April 4th, the board could possibly go through the financial component of the strategic plan, and then move into the community-building strategies, with one being the house plan, and the other one being developed by a task force consisting of students and teachers. Discussed that teacher input is important, and they could be a valuable resource for coming up with alternative solutions to fostering community that is separate from the house plan. With the teachers, it was also discussed that before building B, there were 11 teachers that taught here a long time. Since the addition of the building, the school has hired 21 new teachers. Discussed that there seems to be a disconnect about building community and passing on institutional knowledge. To begin to gather teacher input, an optional staff meeting will be held on Friday, March 3rd at 8 a.m. in room 202B. The meeting's purpose will be to gather ideas about ways to foster community and to collect and possibly answer questions from the staff members relating to the strategic plan.
- Discussed that an additional strategic plan meeting is necessary before the stakeholder meeting on April 4th. The next Strategic Plan meeting is scheduled for Monday, March 6th at 5 p.m. in room 10A. In order to facilitate this, the Building Company meeting will be moved from March 6th to Monday, March 13th at 3 p.m.

### **Dates and Times of Upcoming BOD Workshops and Meetings:**

BOD Special Meeting (strategic plan) on Monday, March, 13, 2017 at 5:00 p.m.

BOD Workshop on Monday, March 20, 2017 at 5:00 p.m.

Agenda Items: strategic plan for workshop

BOD Meeting on Monday, March 20, 2017 at 6:15 p.m.

### **Motion to adjourn at 8:15 p.m.**

Moved by: Jeana Albers

Second: Mona Hayashi

Vote: 7-yes 0-no 0-abstain

The motion carries.

### **Submitted and approved:**

Jeana Albers, Secretary