

APPROVED

Board of Directors Workshop Minutes Math & Science Academy Monday, April 15, 2019 Room 10

8430 Woodbury Crossing, Woodbury, MN 55125

Call to Order by Ken Thielman at 5:00 pm

Members Present:

Voting:

Ken Thielman, Chair & Community Member
Lisa Anderson, Vice Chair & Teacher Member
Mona Hayashi, Treasurer & Parent Member
Cheri Howe, Teacher Member
Jeff Eng, Parent Member
Judy Seeberger, Teacher Member
Ramesh Aki, Parent Member
Noah Langseth, Teacher Member

Non-voting:

John Gawarecki, Director (ex officio)

Judith Darling, BKDA, Contracted Financial Manager (ex officio)

Absent:

Voting:

Alexandria Ledo, Community Member

Non-voting:

Arnav Khandelwal, Student Member

Discussion:

Topic: Draft of Amended Student Dress Code

The purpose of the amended dress code was to make it easier to enforce and less discriminatory. The amended dress code is meant to be more gender neutral and also not favoring boys or girls. Much of the language of the amended dress code was adopted from the Evanston Township Illinois Dress Code and the Oregon NOW (National Organization of Women) Model Dress Code.

Teachers, parents, and students were in attendance to offer comments. Topics discussed included:

Need for modesty

Girls seem to be dress coded more than boys

Determining what is considered inappropriate language on clothing

Gender objectification

Respect for different belief systems

Need to remove subjectivity regarding enforcement

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Further review and discussions will be conducted regarding the the dress code.

A new dress code would not be implemented for students until the next school year.

The new dress code draft was based on the Evanston Township Illinois Dress Code and the Oregon NOW (National Organization of Women) Mode Dress Code. There have also been recent court rulings pertaining to dress codes in which First Amendment rights are balanced against dress codes that may be discriminatory in some fashion

Submitted and Approved:

Jeff Eng, Secretary

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Board of Directors Meeting Minutes Math & Science Academy Monday, April 15, 2019 Room 10

8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Ken Thielman at 6:15 pm

Vision and Mission read by Arnav Khandelwal.

2. **Roll Call of Members**

Present:

Voting:

Ken Thielman, Chair & Community Member
Lisa Anderson, Vice Chair & Teacher Member
Mona Hayashi, Treasurer & Parent Member
Jeff Eng, Parent Member
Judy Seeberger, Teacher Member
Cheri Howe, Teacher Member
Ramesh Aki, Parent Member
Noah Langseth, Teacher Member

Non-voting:

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

Absent:

Voting:

Alexandria Ledo, Community Member

Approval of Agenda (note any board member conflict of interest)

Conflict of Interest: none

Motion to approve the agenda.

Moved by: Mona Hayashi

Second: Cheri Howe

Discussion:

Move from the Consent Agenda into Items for Discussion and Decision:

- Policy 616 School District Accountability Policy (Annual Review)
- Policy 504 Student Dress and Appearance

Vote: 8-yes 0-no 0-abstain

The motion carries.

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4. Open Forum

Ms. Aala Rashid - She is a junior and would like MSA to recognize Eid Holiday as a holiday with no school. When she takes this day off, she takes a personal day and still has to make up tests and class work. It is on May 23, 2019. For 2020, it falls on a Saturday. For 2021, it falls on a Wednesday.

5. Approval of Minutes

Approval of March 18, 2019 Workshop and Meeting Minutes and March 23, 2019 Special Meeting Minutes.

Motion to approve March 18, 2019 Workshop and Meeting Minutes and March 23, 2019 Special Meeting Minutes.

Moved by: Cheri Howe

Second: Noah Langseth

Discussion:

Add Markell Anderson to the guest list at the March 18 workshop.

Insert time to adjourn for March 18 meeting.

Vote: 6-yes 0-no Ken Thielman and Mona Hayashi-abstain (both were absent from the March meeting)

The motion carries.

6. Chair's Report

Mr. Thielman thanked the volunteers and attendees for a successful Dragon Dinner. There will be another closed meeting to go over the results of the investigation.

7. Director's Report

1. Student Academic Achievement

a. MSA has been identified as one of 29 Minnesota's High Quality Charter Schools for the purpose of being eligible for school expansion/replication by MDE.

b. MSA had 10 students advance to the State National History Day Tournament which will be held in May.

c. MSA had an 11th grade student place 4th at the MSHSL 4A Speech Sections.

2. Instructional Leadership

a. Advisories viewed a GSA developed terminology PowerPoint on April 5th.

b. Adam Moen presented to the 10th, 11th and 12th grade students on April 5th concerning mental health, anxiety, and depression.

3. Human Resources

a. Please see the end of this report for a goal update on the administrative staff.

b. Posted and collecting applicants for the Performing Arts position.

c. Created an incoming high school student adviser job description.

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- d. Met with two benefits vendors to compare our current service with their offerings.
- e. Met with Kraus-Anderson on April 5 to discuss next year's benefit package.
- f. Contracted with a third party to complete an investigation regarding a personnel issue.
- g. Welcomed Kirstin Knutson (Middle School Counselor) to the MSA staff on April 1.

4. Professional and Community Relationships

- a. Attended 44 different meetings this past month.
- b. Offer to present a formal "Q and A with the Director" at three PTO meetings.
- c. Monitor Tell Glaedr and Ask Glaedr. Report received complaints and their resolutions quarterly. Provide an end of school year report compiling the findings.
- d. Implement at least three unique community-building events or activities for parents, students, and staff.

5. Resource Management

- a. Met with Judith Darling on March 19th to revise the upcoming proposed budget.
- b. Attended a SPED Law and Leadership Conference on March 21 & 22.
- c. See the end of this document for a capital assessment plan for anticipated capital projects this summer.
- d. Contacted Vanguard Cleaning Systems concerning servicing Building A for next year.

6. Administrative Performance

- a. Introduced the incoming 6th grade students and parents to MSA during the 6th Grade Information Night on March 20.
- b. Document reasons why students do not return to the school and share the results with the BOD.
- c. Revised the fire evacuation plans for Buildings A, C, and D due to the construction of the health care building.

8. Reports from Board Committees, Activities Director and Task Forces

Activities Report: No report submitted.

Board Committees:

Academics (Ms. Anderson): Report submitted. The committee is considering a class for new 9th graders to help them transition to MSA. The committee is also looking at how to deal with kids with missed classes for medical issues.

Communications (Ms. Howe): Report submitted. The committee is busy identifying user group needs and improving the website for effective communications. The committee reviewed the summary results from MSA families. The chair emails are good. Parents didn't like that there were no conferences last year. The calendars needed to be improved. The Activities Calendar was not up to date and confusing. Parents and teachers will be invited to be on a task force.

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Finance (Ms. Hayashi): Report submitted. Benefits are updated. The premiums went up 10%. Employees will have to pay \$30 to offset some of the 10%. The teacher pay scale was presented to teachers & EA. Capital projects to improve the school will be prioritized.

Motion to approve March 2019 financials statements.

Moved by: Mona Hayashi Second: Ken Thielman

Discussions:

Ms. Darling noted that the Balance Sheet was updated as of 3/31. The working budget is break even, contingent on spending in certain areas such as textbooks, equipment, furniture, annual funds, and staff development. We don't want a surplus at the end of the year.

Vote: 8-yes 0-no 0-abstain

The motion carries.

Annual Fund (Mr. Langseth): No report submitted. The committee has not met. The Dragon Dinner is estimated to have a \$15,000 profit.

Study School Expansion Possibilities (Mr. Gawarecki): Report submitted with no discussion.

10. Consent Agenda

a. Approval (Second Reading)

i. Policy 807 Health and Safety Policy

b. Annual Review or First Reading

i. Policy 710 Extracurricular Transportation

ii. Policy 510.1 Extracurricular Eligibility

iii. Policy 806 Crisis Management (Annual Review)

Motion to approve Consent Agenda Item.

Moved by: Noah Langseth Second: Ken Thielman

Discussion:

None.

Vote: 8-yes 0-no 0-abstain

The motion carries.

11. Old or Unfinished Business

None.

12. Items for Discussion and Decision

a. Retro-pay/Stipend for a Staff Member

Discussion:

The error occurred in 2013-2014 school year. The pay scale was not distributed that year. Board discussed the error and if there are any other teachers who would have this same

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issue. It is unknown if there are others similar to this. The current pay scale is stated differently than it was at that time.

Motion to approve retro-pay for a Jeana Albers in the amount of \$4,460 for the 2013-2014 school year.

Moved by: Ken Thielman

Second: Jeff Eng

Vote: 8-yes 0-no 0-abstain
The motion carries.

b. Motion to Revise MSA's Spanish Graduation Requirements

Motion to approve the revised MSA's Spanish Graduation Requirement to Spanish 4.

Moved by: Mona Hayashi

Second: Jeff Eng

Discussion:

Board discussed the pros and cons of having the requirement to complete Spanish 5. There will be several students who do not have the requirement for graduations. At least a dozen students will fail Spanish and not be on track. The requirements as outlined will have exceptions to finishing the Spanish 5 level depending on when the student joined MSA. It also does not provide for time to make up any failed classes.

Century College will offer Spanish Intermediate 2022 class only in the spring and not offer it in fall. This would impact next year's juniors. Students could potentially be out of Spanish for 7 months before they take it in January and that is only if they pass the placement test. If they fail, then they will have to take Spanish in their senior year at MSA or PSEO.

Some board members felt that it is not a workable situation for students and the issues are unforeseen by the students.

One recommendation was to allow Spanish to be an elective in middle school and have high school require 2 or 3 years. The Spanish requirements to graduate should not be tied to middle school. MSA is setting mandated requirements that cannot be met.

Another recommendation was to not look at middle school and only look at the 9th grade progression. Or go back to the way it was with 3 years of Spanish. The student can test out at college.

Another recommendation was to require every student to pass a certain Spanish class or pass every Spanish class. There is an advantage to taking Spanish for 4 years. It rewards the students from middle school.

Other board members liked requiring 4 years of spanish class and to go through Spanish 5.

Board discussed what would happen if Spanish 5 was not required and how to fill in the gap. There are not enough electives to fill in, but Spanish 5 could be an elective, and it would also

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L. Motion to go back into open session at 10:18 pm.

Moved by: Ken Thielman

Second: Mona Hayashi

Vote: 8-yes 0-no 0-abstain

The motion carries.

The evaluation of the individual subject under the Board's Authority will continue at the next BOD meeting.

13. Future BOD Meeting and Workshop Agenda Items

- a. Proposed Budget for Upcoming Year
- b. Approval of Staff Handbook
- c. Motion to go into closed session in accordance with Minnesota Statute 13D.05 subd 2 (b) for preliminary consideration of allegations against an individual subject to our authority.
- d. Motion to go into closed session for Director Performance Evaluation

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

BOD Workshop on Monday, May 20, 2019 at 5:00 p.m. in Room 10A.

BOD Meeting on Monday, May 20, 2019 at 6:15 p.m. in Room 10A.

15. Motion to adjourn at 10:18 pm

Moved by: Mona Hayashi

Second: Cheri Howe

Vote: 8 -yes 0-no 0-abstain

The motion carries.

Submitted:

Ia Xiong, Board Recorder

Approved:

Jeff Eng, Secretary