

APPROVED

Board of Directors Workshop Minutes Math & Science Academy Tuesday, February 18, 2020 Room 10

8430 Woodbury Crossing, Woodbury, MN 55125

Call to Order by Lisa Anderson at 5:01 pm

Members Present:

Voting:

Lisa Anderson, Chair & Teacher Member
Noah Langseth, Treasurer & Teacher Member
Judy Seeberger, Secretary & Teacher Member
Cody Schniepp, Community Member
Michelle Kurkoski, Teacher Member
Adam Bartz, Community Member
Ramesh Aki, Parent Member
Dan Ellingson, Parent Member

Non-voting:

John Gawarecki, Director (ex officio)

Absent:

Voting:

Jeff Eng, Vice Chair & Parent Member

Non-Voting:

Emily Wong, Student Member
Judith Darling, BKDA, Contracted Financial Manager (ex officio)

Discussion:

1. MSA Director's Goals and BOD Evaluation. The draft document was reviewed. Discussed whether to deal with this electronically or via paper copy. BOD members reviewed the draft document and had no comments with regard to any proposed changes.
2. Director Evaluation Schedule. Discussed how the two closed meetings would be held. The first closed meeting is already scheduled for March 2, 2020 at 5:00 p.m. The second closed meeting was discussed. This would be without the Director present. It could be a long meeting. It was discussed that the results of that meeting would be presented to the Director at a later date by a few of the Board members. The second closed meeting will be held on March 26 at 5:15 p.m. The special closed meeting in April will be after the Director has received our offer, and he will then have a chance to respond. The Board discussed whether there are any parameters we would want to put in place for that meeting, and none were identified. The Chair brought up the idea of another meeting which would consist of more of an interview between the Director and a few members of the Board so that things beyond the goals could be discussed and perhaps positive achievements recognized. The idea would be that this would be done the week after Spring Break, then the information would be available to the Board by the second closed meeting. Mr. Ellingson expressed an interest in participating with the interviews.

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3. Board Self Evaluation. The Chair made the changes that people had suggested. Changed numbers to 1, 2, and 3. Included Board policies under "Duty of Loyalty" section. Added language "or know how to find them" to one of the items under "Duty of Obedience." Mr. Schniepp suggested this language would be good to also add to the laws and policies. Mr. Ellingson wonders if we are not confusing two things - knowing the thing and knowing how to find it. It was discussed whether knowing some deadlines were integral to service as a Board member. Perhaps knowing where to find them would be "proficient," and actually knowing them would be "superior." Wording was clarified on the form to reflect this idea.

4. Strategic plan. Last time we decided to leave review of the Mission, Vision, and Core Values to the next Board. But we should keep these ideas in our mind as we work through the rest of the Strategic Plan. Strategic priorities: should we continue to use these, should some things be added, should we just hold off until next year when the Mission, Vision, and Core Values are reviewed? Or do we have enough to do right now without diving into the priorities. Discussed the initiatives under priority: "Increase Mission-Driven Academic Programming." Nothing to change. Under "Performance Indicators," it was noted we have more than 10 AP classes. We could add some AP classes, it might have to be every other year. Ms. Kurkoski noted that rigor does not always equal AP classes. She stated we still need a diversity of classes and we can maintain and enhance academic rigor with classes that are not AP. Mr. Gawarecki noted that enhancing our rigor is something that came out from our recent SAM site visit. We will see this in the report we get in June. Mr. Gawarecki noted just because you have an AP class does not guarantee rigor. The Chair noted that the inverse is also true - just because something is not AP does not mean it's not rigorous. Mr. Gawarecki noted that there will likely be a requirement that public schools offer an additional science course for high school students. Ms. Kurkoski would like another performance indicator addressing humanities. Do we want a third performance indicator focusing on humanities, or do we want to change number two to include all course offerings? We will come back to this next time to give us time to think about how best to include this. The performance indicators for the next priority, "Achieve Teacher and Staff Excellence," were discussed. We will continue indicator number 1. Ms. Kurkoski does not like indicator number 2 - Skyward is not used in the classroom like other technology is used in the classroom. Having Skyward in there does not make sense. Mr. Gawarecki suggested phrasing to include technology use in the classroom, and how to use Skyward. The Chair thinks we don't need to mention Skyward, teachers just all need to learn to use Skyward. Mr. Langseth stated this probably made more sense when Skyward was used differently in the past. Decided to eliminate reference to Skyward. Indicator 3 - we are still doing. Delete the "if any" part at the end. Indicator 4 - we are doing that, it would be good to continue. Indicator 5 - we are still in the process of that. Remove the slash and replace it with "and." Indicator 6 - right now we are doing well with that. Discussed priority "Maintain and Enhance a Robust MSA Community," and the associated performance indicators. Indicator 1 - we have done with teachers, unsure about the greater community. Mr. Gawarecki stated that originally this stemmed from the "three house" idea. This was before we had buildings C and D. Adding those two buildings has changed the dynamics of the school considerably. It is challenging to keep everyone connected. Mr. Gawarecki noted we do have a community building task force and it is focused only on staff. The Chair stated that she thinks this indicator was meant to address only staff. Language clarifying the intent of this indicator was suggested. Question whether the chair of the community building task force was aware of this performance indicator. Indicator 2 - We do have the new 9th grade seminar class. Ms. Kurkoski noted that LINK is in place and it's good, but it's spotty. The Chair commented it would be nice if they could do more during study hall. Check in with how the students are mentoring each other and how that is going. We have the open house for the new 9th graders - we are doing more and more things. Perhaps we clarify to simply "student mentoring system" rather than buddy system.

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Workshop was adjourned at 5:58 pm

Submitted and Approved:
Judy Seeberger, Secretary

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Board of Directors Meeting Minutes Math & Science Academy Tuesday, February 18, 2020 Room 10

8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to Order by Lisa Anderson at 6:15 pm

Vision and Mission read by Emily Wong.

2. Roll Call of Members

Present:

Voting:

Lisa Anderson, Chair & Teacher Member
Noah Langseth, Treasurer & Teacher Member
Judy Seeberger, Secretary & Teacher Member
Cody Schniepp, Community Member
Michelle Kurkoski, Teacher Member
Adam Bartz, Community Member
Dan Ellingson, Parent Member

Non-voting:

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

Absent:

Voting:

Jeff Eng, Vice Chair & Parent Member
Ramesh Aki, Parent Member

Non-voting:

Emily Wong, Student Member

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

Conflicts of Interest: None

Discussion:

Correction: Policy 710 is the second reading

Motion to approve the agenda.

Moved by: Adam Bartz Second: Cody Schniepp

Vote: 7-yes 0-no 0-abstain

The motion carries.

4. Open Forum

None

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5. Approval of January 21, 2020 Workshop and Meeting Minutes.

a. Motion to approve the January 21, 2020 Workshop and Meeting Minutes.

Moved by: Michelle Kurkoski Second: Dan Ellingson

Discussion:

None

Vote: 7-yes 0-no 0 abstain

The motion carries.

6. Chair's Report

No report.

7. Director's Report

In addition to the Directors' Report included in the materials, Mr. Gawarecki stated the U.S. Dept of Education was planning on making a visit to MSA next Monday, but they need to postpone. They are now looking at coming out some time in March or April. They've done some extensive research on the school. They picked us because we're a top school in MN for the past 5 years. We are the only charter school they are going to visit.

On a question from the Chair, Ms. Froberg clarified there is a Credit Recovery Task Force, and they did meet last month.

Climate survey on p. 23. Included all the questions on the survey. None of the comments were included, just the numbers. Some of the comments had personal identifying information and thus were not included. Ms. Kurkoski indicated she would have liked to see some of the comments (the ones without personally identifiable information). This could give the numbers some context. Mr. Gawarecki will look into that. He clarified that not all the questions had comments to them. Mr. Ellingson commented that all employees, if surveyed, would indicate they would like more money. There was a discussion on the MSA pay scale and what teachers at a charter school are paid versus what teachers at a traditional public school are paid. Mr. Gawarecki stated that the U.S. Dept of Labor raised the threshold of minimum salary for a salaried employee, so the pay scale needs to be adjusted. Also, benefit costs are going up. There are a lot of moving parts - some employees don't take benefits, so compensation packages are not necessarily the same.

1. Student Achievement

- a. MSA has been ranked as the 3rd Best Middle School in the United States by The Best Schools. Here is a link to the rankings:
<https://thebestschools.org/features/50-best-middle-schools-grades-7-8-america/>.
- b. The Aqua Dragons advanced to the FLL State Championship on February 22nd The team won the top Robot Performance Award and Innovative Achievement Award during their competition at Regionals and Sections.
- c. MSA had two Nordic Ski team members qualify for the State Meet.
- d. MSA's Basketball teams played at Target Center on January 31st.

2. Create a Facilities Management Plan

- a. Continued to attend and participate in the Expansion Committee's monthly meeting.

3. Communication and Community Relationship

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- a. Results and recommendations from the Climate Survey may be found at the end of this report.
- b. Held our annual Open House on January 28th with over 300 attendees.
- c. Attended the PSEO Night on January 27th.
- d. Attended the basketball games at Target Center on January 31st.
- e. Attended a MACS Legislative Update on February 3rd.
- f. Hosted SAM Site Reviewers for a two day site review on February 4th & 5th.
- g. Observed the One Act plays on February 7th and sent photos to staff to encourage attendance at Saturday's performances.

4. Human Resources Management

- a. Mr. Noah Dombrovski has started as our newest Special Education teacher, beginning his duties on February 10th. Mr.Dombrovski is the head coach of the Academy Force Football team (MSA is a co-op member of the team.)
- b. I continue to hold office hours of 10:00 - 11:00 am on Tuesdays in Building A and from 1:00 - 2:00 pm on Thursdays in Building B.
- c. Attended the GSA Club meeting on February 10th.

December 2019 MSA Staff Climate Survey

During the week of December 16th, 2019, an employee climate survey was taken. Of the 54 employees, 39 returned the surveys for a return rate of 72%. There were 20 total questions on the survey with 19 relating to questions concerning direct work climate. The first question concerned how long the employee worked at MSA via year groupings.

Of the 19 questions concerning direct work climate, six questions (32%) had an average rating of over 2.75 on a 3-point scale. These high achieving questions included:

<u>Question #</u>	<u>Question:</u>
2.	Overall, I enjoy working at MSA.
5.	I feel challenged in my current position.
9.	I feel comfortable going to my building administrator with issues and/or concerns.
11.	I understand how to meet expectations in in my position.
18.	I understand MSA s vision.
19.	I feel safe at work.

An additional six question had an average rating of over 2.50 on the 3-point scale. These questions were:

<u>Question #</u>	<u>Question:</u>
7.	I am treated fairly at MSA.

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- 8. The morale in my department is high.
- 10. I am provided honest and useful feedback about my performance.
- 13. MSA's total benefits program meets my needs.
- 14. Paid time off benefits provided are competitive.
- 20. Administration does not tolerate bullying or offensive/harassing behavior.

There were four questions that had an average rating between 2.49 and 2.0. These included:

- | <u>Question #</u> | <u>Question:</u> |
|-------------------|--|
| 3. | I receive the right amount of recognition and acknowledgement. |
| 12. | As an employee, I feel heard and empowered. |
| 15. | Health Insurance provided meets my health needs. |
| 17. | My scheduled hours allow me to balance my work/personal life. |

Three question had an average rating that was below the 2.0 level. These were:

- 4. There is effective communication within MSA.
- 6. There is an opportunity for career advancement.
- 16. I am fairly compensated for the work I do.

Question 16 had the lowest average of these three areas, while the other two questions were just below the 2.0 threshold.

To address the lowest scoring questions, (those below a 2.0 average) the following action plans will be implemented.

For the lowest scoring area (I am fairly compensated for the work I do.) I am recommending that the Board provide a performance stipend if we meet one of our authorizer goals. This will provide an immediate financial adjustment for staff, provided that we meet the goal. From the staff that returned surveys and have worked at MSA less than 5 years, the average score for this question was 1.60, while the average score for those over 5 years was 1.88. By providing a performance stipend, the group working at MSA less than 5 years will see a bigger percent increase of their combined pay than the over 5 year group, which will still see an increase in their combined pay total, but just not at the same percentage increase.

In addition to this action, I will be investigating the current pay scale for our teachers to ensure that our beginning year salaries are more competitive with industry levels. During the next year there will be a task force launched to revisit the pay scales for both the teachers and the paraprofessionals.

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During this review, we will focus on increasing the current pay scale which may result in pay increases that employees experience that will be between 5 and 15 percent.

For the next lowest scoring question (There is an opportunity for career advancement.) There may not be as many opportunities to present to the staff due to the nature of the education industry and the size of MSA's staff. We will continue to offer professional development opportunities for staff to take advantage of so that they can progress within their academic field. Offering additional opportunities for staff to fill leadership positions in the form of task force and committee chairs as well as being advisors for activities could fill some of this need.

In addition to these measures, I will survey the staff before the end of the school year to see if there are interest areas from the staff which MSA could provide for them.

The final question which averaged a score under 2.0, although just slightly, (There is effective communication within MSA.) will take more time to address because additional information will need to be collected/reviewed. The staff will be surveyed concerning the question before the end of school so that this information is collected. In order for this item to be addressed properly, a determination will be need to be made concerning where the communication disconnect is originating from and what the expectation to be effective is measuring. From this additional input, a plan will be implemented to target specific items which will increase the effective communication within MSA.

Assistant Director (Activities) Goal Update

1. Student Services

- Completed multiple student investigations
- Supervised students during lunch
- Attended multiple evaluation, IEP and 504 meetings
- Attended Tier 2 meeting
- Drug dog visited MSA. Did not find anything

2. Communication and Interaction

- Working with a working group to update the school web page
- Banner on web page highlighting our 2 state nordic participants.
- Basketball scores have been put into the announcements.

3. Facility Services

- Overseen building B meetings
- Acknowledged the hard work of staff in building B with bagels
- Welcomed the new SPED teacher
- Covered in classrooms as needed.

4. Educational Leader

- Held our second official mentoring meeting for new to teaching teachers.
- Supported teachers who needed some support in their classes.
- Going to a cultural relevance workshop on Feb. 18th.

5. Governance and Policy Development

- Will need to revisit eligibility policy
- Attended credit recovery task force meeting
- Attended Finance Committee
- Attended building meetings
- Attended Athletic Conference Meeting
 - o We met to discuss budget, winter sport wrap up and tournament and spring sports.
 - Only 30% of the AD's are planning to return next year. The reasons are the lack of support and understanding of what the job entails. The negative

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feedback from people who do not understand the job. People fail to acknowledge the successes but are quick to comment and complain when something goes wrong. The amount of work for the lack of pay. The number of hours needed to do the job.

- Only 20% of the AD's have been at their current job for more than 3 years. This results in issues with programming. Keeping the consistency of the leader is essential for the growth of the program. The students suffer with this turn over rate.
- This turn over rate also results in extra work for those ADs who stay around. They need to mentor and pick up the slack.

6. Staff Supervision

- Continuing teacher observations

7. Activities

- Robotics season is coming close to competitions
- The Target Center game was a great success. MSA and Liberty sold over 500 tickets. It was a great night.
- We have 2 girls going to the State Nordic Meet.
- Basketball conference tournament will be at Hmong Academy on Feb. 22nd..
- Senior night for boys basketball will be Feb 20th..
- One Act Play performed 3 times last weekend.
- Spring sport sign ups to begin week of Feb. 18th

8. Academic Improvement

- We found a glitch in our current eligibility policy. The new policy states to run eligibility reports every 4 weeks. The semester break is week 18. This meant a new report was to be run with only 8 days of grades. This did not represent the accurate report. Staff voted and decided that the report would be run in 4 weeks. Which is Feb 18th and letters sent to families then. The policy will need to be revised and brought back to the board.

9. Financial Management

- Reviewed the activities budgets. The extra busing fee is impacting budgets.

10. Other

- Continued conversation about graduation and lock in.
- Submitted 2 students for the MNIAA/NIAAA Scholarship

Assistant Director (Middle School) Goal Update

1. Student Services

- Facilitated winter Fastbridge testing
- Facilitated student support process
- Completed tier 3 intervention meeting for four 6th grade students a tier 2 meeting for two 7th grade students. Supported implementation of appropriate interventions.
- Shadowed administration at South Jr. High in St. Cloud to observe their MTSS process. Information will be shared with staff to improve our student support process
- Worked to resolve student behavior concerns as needed
- Providing support and leadership for PBIS team
- Attended all 504 meetings and IEP meetings as requested
- Completed preliminary scheduling for 2020-2021 with scheduling coordinator and director
- Gave numerous tours to prospective students and families
- Supervised lunch

2. Communication and Interaction

- Distributing monthly newsletter
- Communicating within 24-48 hours of all contact by parents
- Using Twitter to both collaborate with fellow educators and showcase the goings on at MSA
- Participated in weekly admin and director team meetings

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3. Facility Services

- Leads building A meetings
- Coordinates building A maintenance needs with maintenance contractor
- Helped coordinate building A bathroom repairs
- Have ensured proper snow and ice removal completed during inclement weather

4. Educational Leader

- Completed almost all required teacher observations per school procedures
- Have completed two formal mentoring sessions and am overseeing informal mentoring sessions
- Supporting middle school counselor with Friday advisory lessons
- Coordinating Culturally Responsive Curriculum PD
- Sent preliminary emails to begin PD planning for the 2020-2021 school year. 1st PD task force meeting is Feb 21st

5. Governance and Policy Development

- Chairperson of AFC
- Facilitated the achievement of our MSA's Give to the Max goal
- Attended January Academic committee meetings

6. Staff Supervision

- Provided coaching to staff members if needed
- Met and discussed teaching license renewal with staff in need
- Distributed CEU's to staff as needed

7. Board of Directors

- Attended January BOD meeting
- Submits monthly AFC meeting minutes for BOD packet
- WBWF presentation to the community was held on February 11th.

8. Other

- Assisted with Open house for prospective students in January

High School Counselor Goal Update

- Held a PSEO night on Jan 27th
- Junior night will be held on Feb 24th
- 2 additional college planning workshops are now scheduled for spring
- Xello has been implemented in all grades 9-12. Students have been making progress towards lessons in Xello since the beginning of the school year. Students will continue to use Xello in the 19-20 school year.
- AP exams are ordered and ACT data upload is complete in preparation for both tests in March and May.
- Continue to process college applications and scholarship materials as they are received.
- Continue to work with Joell to ensure students are scheduled for the appropriate classes for the 20-21 school year.
- Continue to work with students and families who are interested in PSEO and AP courses for the 20-21 school year.
- Continue to meet with students regarding mental health on an as needed basis.

Middle School Counselor Goal Update

1. Preventative and Responsive Services

- a. Attend an average of at least three student lunches during the week.
 - i. I have been able to do this for the month.
- b. Implement and communicate to middle school staff a formal referral and follow up

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system by November 1.

- i. At the SSm meetings teachers are to refer their students to me. I have a conversation of what support I can provide.
- ii. Arrange and provide an external middle school assembly on mental health by spring break. Had a mental health/social media for parents. Might consider doing one more as the feedback was that parents really liked it and wanted to hear more. This was done on December 3rd.

2. Academic Counseling

- a. Create a Friday schedule and present it to teachers during back to school workshops.
 - i. I have shared the Friday advisory schedule and send out emails every week on what we are doing that week. Emails continue to go out weekly.
- b. Provide instructional material for Friday Advisory time to advisers at least one week in advance of each lesson.
 - i. I share materials for external lessons one week prior. Every Wednesday I share what we are doing for the week. If an external lesson is coming up I share those documents as well.
- c. Check in with extended day volunteers monthly and go into extended day at least once a month.
 - i. We are back to two staff members and three days. I have not been in touch yet but next week I will visit extended day to see how things are going.
- d. Provide a professional development staff training on personality traits and their role in relationships by March 7th.
 - i. We are looking at what time this would fit in nicely. We have what we will do now just working out the when.

3. Communication & Interaction

- a. Get into every 6th grade advisory class by the end of September to introduce myself.
 - i. Have gone to Eagle Bluff to introduce myself. I have also done one advisory lesson in every 6th grade advisory class.
- b. Provide an article on respect in the November and April newsletters.
 - i. I missed the november newsletter but will work on it for April.
- c. Host at least 4 groups focusing on different topics that those students are struggling with. These may include: organization, peer relations, mental health. I would like these groups to be 4-6 weeks in length.
 - i. I am having a hard time finding the time to fit in a group. Most teachers are unwilling to split their time so finding an effective time outside of friday advisory is tough. Will continue to look at options.

4. 504 Plan Coordination

- a. Review all 504 plans on an annual basis, based on plan implementation date.
 - i. Have had annual meetings for all 504 plans of those who requested. I have sent home reminders and invitations to all 504 students offering a meeting if they would like.

5. Academic Improvement

- a. Partner with the 6th grade teachers to teach a lesson on using the planner and staying organized by October 31st.
- b. Attend 85% of monthly Academic Committee meetings.
 - i. Have tried to attend. I have had inclement weather or have had other meetings during that time. I should be able to make it to more.

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- c. Team teach with the health teachers on mental health units.
 - i. Working on figuring out if it will fit in with the curriculum.
- d. Provide academic departments and director with academic summary results within one month of their release.
 - i. I share all academic testing results with staff when I receive the information.
- e. Provide individual academic reports to departments within one week of requests.
 - i. I have given all departments the information I have within one week of requesting.

6. Testing Coordinator

- a. Provide teachers at least two months prior notice of MCA test dates and locations.
 - i. Brought potential MCA dates to teachers. All departments got back to me and we have solidified when testing will take place.
- b. Provide teachers and parents notice of the PSAT test date and location 1 month prior.
 - i. I sent the schedule to teachers one month prior to testing date. I also sent emails home and students leading up to the testing date.

8. Student Representative Communication and Update

Ms. Wong had provided a written update with a communication process and upcoming events. .

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

Board Committees:

Academics (Ms. Anderson): Report submitted. Went through WBWF. WBWF met last week. Talked about academic eligibility. There were a lot of updates from a lot of committees. Gave out the GTTM grants as well. Next meeting 3/2 at 8:00.

Annual Fund (Mr. Langseth): No Report submitted. Did not meet since last BOD meeting. Next meeting is next Monday.

Communications (Ms. Kurkoski): Report submitted. Switched out a few things at the semester change - Justin changed weekly update from an Opt In to an Opt Out. Explained what the weekly update is and states it has been working well. Tech upgrades are still in process - digital displays, website content management - Justin sent out a Doodle. Computer club is working on some things, including online room scheduling. New business - procedure to waive an activity fee for students of coaches, mentors or activity leaders. It's only open to coaches MSHSL. For background checks, don't know who has it. We should be following the policy for who needs a background check. Our policy speaks to that for staff and volunteers. Suggestion to have an administrative absence calendar - do the same thing as a sub calendar. Communication with regard to pandemic or large number of students infected with influenza. Do need to review communication procedure guidelines - need an overhaul and review.

Personnel (Ms. Anderson): Report submitted. Worked on trying to figure out how much to measure the goals versus other competencies the Director has to master. Started the process of figuring that out. Next meeting looking at competencies and comparing those to the job description - how do they match up. That's where the conversation about the 360 interview came up to make sure we're looking at other things other than just the goals. Next meeting 2/24/2020.

Finance (Mr. Langseth): Report submitted. Discussed finances and also primarily stipends. Looked at what the numbers should be and came up with a total of \$108,000 to put toward stipends. We will need to vote on the stipends, and then on the financials.

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Motion that MSA provide a performance stipend of up to \$108,000 for the staff provided that the school has a higher grade level and school-wide proficiency rate than Woodbury High School, South Washington County School District and the state average for same grades served on the math MCA based on preliminary data provided by MDE.

Moved by: Noah Langseth Second: Judy Seeberger

Discussion:

There are 55 staff members and about 9 part time regular employees. Mr. Ellingson wondered how does this compare to years past? Ms. Darling stated we haven't done it every year, and some years we didn't make our goals. Other years we didn't have the money in the budget to do it. Mr. Gawarecki stated the verbiage is right off of one of the Authorizer's goals. Mr. Ellingson asked how would this be divided? Mr. Gawarecki said there was a survey sent to staff regarding the distribution ratio. The majority voted to give a 1:1 ratio. There are about 50 staff members, and about 9 part-time regular staff members.

Vote: 7-yes 0-no 0-abstain
The motion carries.

Motion to approve the January 2020 financial statement.

Moved by: Noah Langseth Second: Cody Schneipp

Discussion:

Ms. Darling noted that we continue to stay the course. Goal is to draft the budget scenario.

Vote: 7-yes 0-no 0-abstain
The motion carries.

School Expansion Possibilities (Mr. Eng): Report submitted. Met with two contractors, it was a good meeting. Hope to meet with one more contractor - either at this next meeting or the one after that. Mr. Eng will present to the staff on March 6. He will talk about innovation and some of the things we discussed at our Board workshop. This is being held as a workshop since we will have a quorum there since all the teachers will be there.

10. Consent Agenda

- a. Annual Review
 - i. Policy 524 (Internet Acceptable Use and Safety)

Motion to approve Consent Agenda Item.

Moved by: Michele Kurkoski Second: Adam Bartz

Discussion:

None

Vote: 7-yes 0-no 0-abstain
The motion carries.

11. Old or Unfinished Business

- a. **Policy 710 Extracurricular Transportation (Second Reading)**

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Discussion:

Waiting for the waiver. Also waiting to hear back from legal to review. Forms are not to be included in the policy.

Motion to approve Policy 710 Extracurricular Transportation.

Moved by: Michele Kurkoski Second: Adam Bartz

Discussion:

None

Vote: 7-yes 0-no 0-abstain

The motion carries.

b. Student Communication Format

Discussion:

Ms. Wong provided information in the Board packet.

c. By Law Change

i. Length of Terms

ii. Vice Chair/Chair Progression

iii. Early June Meeting (2nd week)

Discussion:

The Chair noted that we will have to vote on these tonight if we want them in place for the next election cycle. Mr. Schneipp noted that the teacher survey results show that teachers are in favor of parent member term of 3 years, and community member term of 2 years. Mr. Ellingson wondered if there was any commentary on why 24% of teachers were opposed to a 4-year term. Discussed that it is likely because it is sort of a long term, and teachers would not be willing to serve that amount of time. Mr. Ellingson would leave it 3 years for teachers, 3 years for parents, and maybe 2 years for community hours. Mr. Bartz noted the data shows a strong favoring for 2 years. Mr. Gawarecki noted that terms of 3-3-2 will result in some years where we replace 4 BOD members.

Motion to change membership terms for teachers for 4 years, parents for 3 years and community for 2 years.

Moved by: Judy Seeberger Second: Adam Bartz

Discussion:

At our next meeting we will need to discuss our transition for next election based on this new term limits. At the special meeting on March 2 to have the closed meeting to have the director evaluation, we will have an open meeting to vote on the term change. We will need to come up with a plan on how to make this new plan work.

Mr. Ramesh Aki joined the meeting at 7:05 pm

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Vote: Adam Bartz, Judy Seeberger, Lisa Anderson, Michele Kurkoski, Cody Schniepp,
Ramesh Aki-yes Dan Ellingson & Noah Langseth-no 0-abstain
The motion carries.

Discussion:
Special meetings as listed in Item #14 below.

Table the Vice Chair/Chair progression and Early June Meeting to the next regular meeting.

12. Items for Discussion and Decision

a. Eligibility Policy Update

Discussion:

Ms. Anderson indicated that we will need to change some parts of the eligibility policy. We made a new policy on how we track academic eligibility. We were going to look every 4 weeks, but the end of the semester was in the middle of those 4 weeks. So we had a term where we didn't know how to look at grades. At a teacher staff meeting, we decided we would start eligibility over at the start of second semester, then we look again 4 weeks into the second semester. Since the policy just started, we didn't realize this would happen. We need to change working just so this won't happen again. Staff thought it was best for the students to not have it work the way it did. Ms. Kurkoski and the Chair will work on language and bring it back to the Board.

b. Approval Lottery Results

Discussion:

Mr. Gawarecki stated the lottery held last Friday. There were 548 applications. 97 were admitted. On the wait list after admissions we will still have 9 siblings and 442 students on the general wait list.

Mr. Gawarecki and the Board wan to thank Ms. Joell Pundsack for her work on the lottery.

Motion to approve the 2020-2021 lottery enrollment.

Moved by: Dan Ellingson Second: Cody Schniepp

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

c. Achievement Stipend

Motion to pay the stipend at 1:1 (teachers and other staff get the same payout ratio, and regular, part-time employees would get a \$50 stipend).

Moved by: Lisa Anderson Second: Noah Langseth

Discussion:
Board selected this option because it was the staff's preference.

APPROVED

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

d. Recycling and Waste Management

Discussion:

Mr. Gawarecki reported that staff in charge of the recycling program had some questions about where it was headed and how it fits into waste management, building maintenance, etc. Those in charge of Buildings A and B are comfortable with how it is going. No real system in place for Buildings C and D. Some parts of the system haven't fully been implemented yet. The recycling is actually pretty expensive. Mr. Gawarecki stated that one of the things that came up is that it would be nice if there was an additional bin for Building B, and for Buildings C and D. We checked with the company and to get 2 additional bins it's \$60/week. So the question is how much do we want to spend on recycling? What do we want to recycle? The sad fact is it's much cheaper to throw it away than it is to recycle. Mr. Gawarecki wants to sit down with the recycling task force to really decide at what level do we want to do this. Right now we are maximizing our recycling bins. If we chose to recycle more than what we are now, we'll have to increase our number of bins or increase how often they come out - right now they come out twice a week. Mr. Gawarecki noted that we have already used a lot of printer/copy paper. Perhaps we could have a contest of some sort to try to reduce use of paper. Maybe our focus should be on reducing our use of paper, bottles, etc. What about the hydration stations we talked about? John will meet with the task force.

e. BOD Election Plan

- i. Appoint Election Committee
- ii. Solicit Nominees for 2 Teachers and 1 Parent

Discussion:

There is an election plan and a policy that goes along with the election plan. We do have to appoint an election committee. People who are not going to run for re-election are eligible to be on the committee. The next month there will be quite a bit of work to figure out what needs to be done. There is also a template of what has been followed in the past. We can look at this and decide how much we want to follow. Ms. Kurkoski noted this year the student rep will be part of the election. Undecided whether everyone votes for student rep or just students.

Motion to appoint Election Committee.

Moved by: Michele Kurkoski Second: Noah Langseth

Discussion:

Cody Schneipp, Ramesh Aki, and Lisa Anderson volunteered to be on the committee.

Motion to appoint Cody Schneipp, Ramesh Aki, and Lisa Anderson to be on the Election Committee.

Moved by: Adam Bartz Second: Dan Ellingson

APPROVED

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

13. Future BOD Meeting and Workshop Agenda Items

- a. Strategic Plan Review**
- b. Director's Evaluation**

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

- a. Special Meeting to Approve Term Limit Changes, March 2, 2020, 5:00 pm
- b. Special Closed Meeting per MN Statute 13D.05 Subdivision 3 Paragraph A to evaluate the individual subject under Board's Authority, March 2, 2020, immediately following the open meeting
- c. BOD Workshop on March 6 at 12:45 pm in Room 202B Expansion meeting with Teachers
- d. BOD Workshop on Tuesday, March 17, 2020 at 5:00 pm in Room 10A
- e. Regularly Scheduled BOD Meeting Tuesday, March 17, 2020 at 6:15 pm in Room 10A.

15. Motion to adjourn at 7:45 pm.

Moved by: Michele Kurkoski Second: Adam Bartz

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

Submitted:

Ia Xiong, Board Recorder

Approved:

Judy Seeberger, Secretary