

APPROVED

**Board of Directors
Workshop Minutes
Math & Science Academy
Monday, September 20, 2021
Building A and Remotely
8430 Woodbury Crossing, Woodbury, MN 55125**

Call to Order by Dan Ellingson at 5:00 pm

Members Present:

Voting:

Dan Ellingson, Chair
Maggie Burggraaff, Vice Chair
Cody Schniepp, Treasurer
Jennifer Bartle, Secretary
Michelle Kurkoski
Annie Cardenas
Jeff Eng
Erik Fair
Sandi Overson

Non-voting:

Cecelia Dodge, Interim Director
Sydney Weschke, Student Member

Absent:

Voting:

Non-Voting:

Jenny Abbs, BKDA, Contracted Financial Manager (ex officio)

Discussion:

15 mins (Dodge/Ellingson) MSA will review our strategic plan every 3 years. The Board of Directors met on September 9th to discuss our strategic plan. Governance training was also discussed at that meeting. There is a timeline attached to the board notes, that shows the Board's next steps - we will review the timeline. The survey will be administered by Administration (by next week-Sept 27) Stakeholders groups would be formed and each Board member would be responsible for introducing the stakeholder event. World's Best Work Force (WBWF) will be folded into this plan as well. The WBWF is due December 15, 2021.

Q: WBWF - Will things that come out of the WBWF feed into the strategic plan process?

Administration wanted to do both at the same time because they are similar, but different.

Another clarification - WBWF has to be submitted, but we can continue with the strategic plan going forward.

Q: What is the difference between the survey and the focus group?

The survey is one dimensional. A focus group can discuss and go deeper because there are different ways to respond. The questions asked will be around "what's working?"

APPROVED

Q: Can we continue to add things to our strategic planning? Yes!

Q: In the past, we haven't had the chance to be innovative....not external - only internal. Will we have a chance to learn from outside? From successful charter schools?

A few other thoughts: Should we tackle this with the expansion committee? Let's talk as far as governance. Who are we holding ourselves accountable to? How will the Administration be held accountable?

b. Data Privacy Training - external consultant - 30 mins (Ellingson)

Christian Shafer
Ratwik, Roszak & Maloney, P.A.

Included worksheets.

Workshop was adjourned at 6:00 pm

Submitted and Approved:

Jennifer Bartle, Secretary

APPROVED

**Board of Directors
Meeting Minutes
Math & Science Academy
Monday, September 20, 2021
Building A and Remotely
8430 Woodbury Crossing, Woodbury, MN 55125**

1. Call to Order by Dan Ellingson at 6:15 pm

Vision and Mission read by Sydney Weschke.

2. Roll Call of Members

Present:

Voting:

Dan Ellingson, Chair
Maggie Burggraaff, Vice Chair
Cody Schniepp, Treasurer
Jennifer Bartle, Secretary
Michelle Kurkoski
Annie Cardenas
Jeff Eng
Erik Fair
Sandi Overson

Non-voting:

Cecelia Dodge, Interim Director
Sydney Weschke, Student Member

Absent:

Voting:

Non-voting:

Jenny Abbs, BKDA, Contracted Financial Manager (ex officio)

3. Approval of Agenda

Conflicts of Interest: None

Motion to approve the agenda as amended.

Moved by: Dan Ellingson Second: No Second

Vote: 9-yes 0-no 0-abstain

The motion carries.

4. Open Forum

None

5. Approval of Minutes.

a. Motion to approve the BOD Workshop and Meeting, August 16, 2021.

Moved by: Dan Ellingson Second: Annie Cardenas

APPROVED

Discussion:

Under Item 9, Committee Reports, change “executive assistant” to “administrative support staff”.
Misspelled Ms. Cecelia Dodge.

Another correction by Michelle - written for Jennifer to correct.

Vote: 9-yes 0-no 0-abstain

The motion carries.

6. Chair’s Report

Mr. Ellingson noted that the external investigation is still ongoing. He is getting regular updates and will share when they can. The Board conducted a session on September 9. The session covered governance and strategic planning. The strategic plan is required to be updated every 3 years.

7. Director’s Report

Ms. Dodge provided the update. Mask compliance has been going well. Recommend that masks are required until the younger kids can be vaccinated.

Q: What is the status of removing masks? Vaccines will most likely be approved. Cecelia is watching what other schools are doing. If several weeks go by with no cases, then perhaps we can remove those masks. We’re looking at December/January. 75% of the students that have Covid are not sick, but had a positive test. Washington County positivity rate is coming down. Teachers want to be at school. We don’t want lock downs. MSA is going to offer a voluntary testing site here at MSA. Mask breaks are really good for the kids. They like the breaks.

Back to school highlights

- **Most positions were filled for the start of school year**
- **98.5% of staff vaccinated**
- **Students excited to be back and very engaged**
 - **Sports teams are full!**
 - **Biggest cross country team in our conference**
 - **Varsity, JV and C - three levels of volleyball - won our first match**
 - **Practicing for a fall musical - High School Musical**

COVID dashboard for the first three weeks of school

APPROVED

Week	Confirmed COVID cases	Confirmed cases in staff	Confirmed cases in students	Number of cases contracted out of school	Number of cases contracted in school	Number of people quarantined due to close contact	Number of staff quarantined due to close contact	Number of students quarantined due to close contact
8/30/2021	2	0	2	2	0	0	0	0
9/6/2021	1	0	1	1	0	2	0	2
9/13/2021	1	0	1	1	0	1	0	1

Student Achievement 2020-2021

AP Tests:

MSA has some of the most impressive AP results in Minnesota.

- MSA had 96 total AP students last year out of 294 students in grades 9 through 12.
- MSA students took a total of 146 total AP exams in the spring of 2021.
- 83.33% of MSA AP students (94 students) received a score of 3 or higher on the 2021 AP exams.
- 25% of MSA AP students (24 students) received the top score of 5 on their 2021 AP exams.

MCA Tests:

Schoolwide proficiency ratings exceeded proficient MSA compared with state: MSA students exceeded the proficient score at twice the rate of the state average in math and science. Thirty percent of MSA students exceeded the proficient score in math compared with 15% state average. Fifteen percent of MSA students exceeded proficiency as compared with 8% state 12 average. And 40% of MSA students exceeded the proficient score, as compared with 15% of students exceeding proficient statewide.

We continue to be ranked among top schools in the state. US News has again ranked MSA as the top secondary school in MN in 2021 as it has for most recent years. Niche has again rated us best middle school and second best public high school in Minnesota number one middle school in Minnesota and best high school teachers in Minnesota.

ACT Test:

51 out of 57 students in 11th grade took the ACT test in spring 2021. The mean ACT score was 25.4.

PSAT Test:

Due to Covid and distance learning. The PSAT was offered to 10th and 11th grade students only last year. There were 38 11th grade students who took the PSAT last fall. The average score for 11th grade students was 1156. 89% of the 11th grade students who took the PSAT met both the ERW and Math benchmarks.

APPROVED

There were 43 total 10th grade students who took the PSAT last fall. The average score of 10th grade students was 1150. 84% of the 10th grade students who took the PSAT met both the ERW and Math benchmarks.

MSA has two students who have qualified as Semifinalists for the National Merit Scholarships based on the 2020 PSAT score.

Strategic planning - MSA's 2021-22 approach

a. Satisfy different requirements and obligations with one approach

- i. Current plan is overdue for updating**
- ii. World's Best Workforce**
- iii. Necessary for other new/newish endeavors: Eligibility for COVID grants, Title I, etc.**
- iv. Strong commitment to hear from our families and students**

b. Extra comprehensive planning is needed due to these factors:

- i. Pandemic**
- ii. Investigation and student petition**
- iii. Turnover of significant numbers of staff,**
- iv. Welcoming many new students, new families, increased diversity**
- v. Entirely new administration**
- vi. To attract high quality administrators and staff**
- vii. To guide MSA in providing high quality education to all students**

8. Student Representative Communication and Update

No updates.

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

Board Committees:

Mr. Ellingson reminded others that committees are required to practice open meeting law. Subcommittees do not need to follow it.

Annual Fund (AFC) (Cardenas): Report submitted. Designate where funds are to be used. There was a donation of \$23,000 from a grandparent.

Communications Advisory Committee (Burggraaff): Report submitted. The purpose of the committee will change from "create and maintain" to "advise".

Director Search (Anderson): Report submitted.

Elections (Schniepp): Report submitted.

School Expansion Possibilities (Fair): Report submitted.

Personnel (Cardenas): Report submitted.

Policy (Kurkoski): No report submitted.

APPROVED

Academics (Kurkoski): Report submitted. Enrollment changes are still occurring.

Finance (Schniepp): Report submitted. Board discussed PTO usage and that it should remain consistent with quarantine. There are still line items that are projections such as salaries. Once all the staff is confirmed, it will be more accurate.

Motion to approve Financial Report.

Moved by: Dan Ellingson Second: Cody Schniepp

Discussion:

Q: Do teachers need to use their PTO days if they are quarantined? Cecelia looked into this with other charter school policy and decided - yes, staff would have to use their PTO days.

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

10. Consent Agenda

- A. YMCA Contract
- B. Contract, Sue Hooper, Developmental Adaptive Physical Education (DAPE)
- C. Annual Review: 413 Harassment and Violence Prohibition Policy - no change

Motion to approve consent agenda.

Moved by: Maggie Burggraaff Second: Annie Cardenas

Discussion:
None

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

11. Old or Unfinished Business

a. Revised SAM Goals (Dodge)

Discussion:

Ms. Dodge provided an update. Back in spring, MDE was going to get rid of policy data on growth factor in the MCA test from reading and math under state assessment. Goal 1 & 2 will remove the former growth goal because there won't be any data. Goal 2 will be covered by FastBridge data.

Goal 6 was changed to include three largest non-white student groups. Board discussed the sensitivity of naming specific groups, recruitment, and better inclusive language. Ms. Dodge will follow up with legal and research other schools.

Motion to approve recommended goal changes except goal 6.

Moved by: Dan Ellingson Second: Sandi Overson

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

Board recessed at 7:34 pm.
Board resumed at 7:41 pm.

12. Items for Discussion and Decision

APPROVED

A. Annual report due to Oct 1

Discussion:

Ms. Dodge provided an update. The report is not ready for the board but it will be ready by the due date. Board approval is not required.

B. Conflict of Interest due to SAM Oct 1

Discussion:

Boards will sign the form and turn it into Ms. Dodge.

C. World's Best WorkForce

Discussion:

Ms. Dodge will send a letter to parents and students inviting them to participate in the WBWF Advisory Committee. Meetings will be virtual.

D. Teacher BOD Election Discussion

Discussion:

There will be a nomination process and voting. Another board member who is not running will help verify results. It is the same process as done last year. It will be ready for the October Board meeting.

Motion to approve the election timeline.

Moved by: Cody Schniepp Second: Jeff Eng

Vote: 9-yes 0-no 0-abstain

The motion carries.

Discussion:

Mr. Schniepp provided background on the purpose of this election. A teacher was nominated and then left. So the board decided to put in an interim. Election is to fill the position.

13. Future BOD Meeting and Workshop Agenda Items

- a. Governance Training - Started Sept 9, 2021 (Fall 2021)
- b. Strategic Plan Review (3-4Q 2021)
- c. Give to the Max Day Nov 18, 2021
- d. Approval of staff contract format (1Q 2022)
- e. Diversity, Equity and Inclusion (Priority for 2021-22 year)

14. Meeting Plus/Minus

Discussion:

Mr. Ellingson noted that other boards have this item on the agenda,

Plus:

- Members got materials into the board packet on time.
- Put page numbers on the agenda.
- Data Privacy training was good.

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

- a. BOD Workshop, October 18, 2021 at 5:00 pm
- b. BOD Regular Meeting, October 18, 2021 at 6:15 pm

APPROVED

15. Motion to adjourn at 8:03 pm.

Moved by: Michelle Kurkoski

Second: Cody Schniepp

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

Submitted:

Ia Xiong, Board Recorder

Approved:

Jennifer Bartle, Secretary