



**The monthly meeting of the MSA Board of Directors was held on:
 Tuesday, February 20, 2024
 MSA Building A Room 8, 8430 Woodbury Crossing, Woodbury MN 55125.
 MEETING MINUTES**

Shared Messages from 2/6/24 Workshop:

- We used the Public Square activity to explore viewpoints around expansion and come up with a unified message.
- We learned a new process that was open minded and thought provoking, and we were calm, receptive, and respectful in our discussion.
- We shared our thoughts and discussion – among board members.
- It was a true collaboration.
- This shows we were listening and not dominating a topic.
- We shared in a way that was neutral/not negative. Our people are coming to us from a good hearted place.
- We need to remember that the majority of our public doesn't know a lot about the expansion, and we cannot dismiss their feelings and concerns. We want and need to empower them to ask us questions and provide their thoughts.

1. BOD Meeting Call to Order by Chair at 5:20pm.

Vision and Mission read by Linzmeier.
 Land Acknowledgement read by Patel.

2. Roll Call of Members

Name	Present/Absent
Wendell Sletten, Chair, Teacher Member	Present
Hetal Patel, Vice Chair, Parent Member	Present
Isaac Leonhardi, Treasurer, Teacher Member	Present
Sarah Harms, Secretary, Teacher Member	Present
Karina Lozano, Teacher Member	Present
Dan Ellingson, Parent Member	Present
Jules Kinkel, Community Member	Present
Brian Linzmeier, Community Member	Present
Mary Yapp, Parent Member	Present
Kate Hinton, Ex-officio, Executive Director	Present



Joseph Ayalew, Student Representative, Ex-officio	Present (<i>absent at closed session</i>)
Josh Balami, Student Representative, Ex-officio	Present (<i>absent at closed session</i>)

3. Closed Meeting

- a. The meeting will be closed pursuant to Minnesota State Statute 13D.05. Subd. 3c. to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Excuse all members from the public in the room, and turn off Youtube video/audio.

Statement	The board discussed the development of expansion property and considered offers or counter offers for purchase or sale of real personal property.
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4. Closed Meeting

- a. The meeting will be closed pursuant to Minnesota State Statute 13D.03; 13D.05, subd. 3 to discuss matters protected by attorney client privilege.
- b. Excuse all members from the public in the room, and turn off Youtube video/audio.

5. Open Meeting

- a. Invite the public back to the room, and turn on Youtube video/audio.
- b. Opening meeting statement.

Statement	The board discussed matters that are protected by attorney-client privilege.
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6. Open Forum

- a. *No open forum participants.*

7. Approval of Agenda

Motion	Motion to approve the agenda.
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Made By	Linzmeier	Seconded By	Harms
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Discussion	<p>A member would like to remove item 12a iii (<i>third party investigation update</i>) from the agenda due to the BOD delegating the investigation to a third party at the November meeting.</p> <p>Discussion of third party investigation of a BOD member and a community member in relation to confidentiality.</p> <p>Against removal of item 12a iii:</p> <ul style="list-style-type: none"> ● The investigation was in regards to a seated BOD member. ● Concern that the investigation was paid for with school funds. ● A member expressed that BOD members need to police themselves appropriately. ● Previous investigations allowed discussion of findings among the BOD
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	<p>and discussion on how to move forward.</p> <ul style="list-style-type: none"> • Can't ignore the investigation, say the findings and how we move forward. <p>For removal of item 12a iii:</p> <ul style="list-style-type: none"> • The investigation involved a confidentiality agreement and the BOD resolution in November to delegate the entire matter to an unbiased third party investigator. • Discussion will undo the resolution. • Clarification that all BOD were able to review the findings of the investigation. • Reminder of data privacy training the BOD received from the Authorizer's law firm. • Where the item is placed on the agenda under "Board Report" would not permit a discussion, as no action item is placed. <p>BOD member Ellingson called out of order for utilizing phrasing that was identifying and that the phrasing was a violation of fiduciary duty of the BOD needing to collectively move forward as one voice.</p>
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Motion	Motion to approve the agenda with the amendment to remove 12a iii (<i>third party investigation update</i>) from the agenda.
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Discussion	Clarification that all BOD members have the ability to amend the agenda. No other amendments were brought forth.
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Made By	Linzmeier	Seconded By	Harms
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Vote		Yes	Patel Harms Lozano Kinkel Linzmeier	No	Ellingson Leonhardi Yapp	Abstain	Sletten
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Decision	The motion carries.
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8. Conflict of Interest

- a. None brought forth.

9. Consent Agenda

- a. Renewal of Lease for Building C and D
- b. Approval of the 24-25 Lottery
- c. NTH Contract Amendment



- d. Approval of the School Calendar for 24-25
- e. Approval of the Transportation Agreement for 24-25
- f. Second Read 201.1 Final Election Policy

Motion	Motion to approve the consent agenda.
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Made By	Sletten	Seconded By	Linzmeier
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Discussion	The election policy looks good and concise.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Lozano Linzmeier Kinkel Yapp	No	<i>None</i>	Abstain	<i>None</i>
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Decision	The motion was carried unanimously.
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10. Approval of Minutes

Motion	Motion to approve the minutes from the January meeting.
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Made By	Yapp	Seconded By	Kinkel
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Discussion	Thanks given for keeping the BOD members accountable. No spelling or grammatical errors in the minutes.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Lozano Linzmeier Kinkel Yapp	No	<i>None</i>	Abstain	<i>None</i>
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**Decision**

The motion was carried unanimously.

11. Board and Administration Reports**a. Board Report****i. Monthly Recognition: Food Pantry Volunteers**

1. Overview provided by Teacher Lozano on the food pantry support, volunteers, and interns. The food pantry is recognized as a great benefit by providing students with food when needed, and assisting in the learning process by not allowing them to go to class hungry. Over 800 sign in's occurred last school year. Donors are able to donate via grocery gift cards, by emailing foodpantry@mnmsa.org, or by donating via paypal on the school website. Costco has supported by donating direct funds, Target has donated directly to, and a SHIP grant to assist in funds.

ii. Charter Contract Review - Sign Exhibit K

1. As part of the SAM renewal, all BOD members were asked to review the contract. BOD Chair provided Exhibit K for all members to sign. Clarification that it is not a matter up for discussion. The new Authorizer contract from renewal will provide some updates upon signing. Moving forward, best practice is to have all new members review and sign the contract upon being seated. *All BOD members signed Exhibit K and returned the copies to the BOD Chair.*

b. Executive Director Report**i. Middle School Science Plan**

1. MDE (Minnesota Department of Education) has changed graduation requirements for students entering 9th grade in the 24/25 school year. Nothing is changing for students currently in high school. Students in the class of 2028 would be the first graduating class that is impacted by the requirements. State of MN requires three years of science, but students are still encouraged to take further science courses.
2. Currently the graduation requirement is 21.5 credits, which was based on a 7 period schedule. Students can now earn 8 credits per year, and the graduation requirements need to be updated for students to continue to explore course opportunities. Classes of 2024-2026 would keep the current graduation credit requirements. Class of 2027 (current 9th graders) would up the credit requirement to 23. Class of 2028 (current 8th graders) and beyond would up the credit requirement to 25 to graduate.

ii. Survey Data



- 1. Overview of gains from parent, staff, and student survey data. Turnout in the survey was higher this year. Last year approximately 90 parents responded vs. 132 this year. Nearly all of the full time staff completed the survey. Nearly 300 students completed the survey, which is just under half of current enrollment. Acknowledgement that there is still work to be done in regards to increasing turnout in the surveys.
- iii. Expansion
 - 1. Overview of three properties being considered. Will be looking further into the properties in March. Currently, the Expansion Committee is hopeful that there will be a purchase agreement to review in May.
- iv. Building Company
 - 1. Insurance claim that allows for new windows in Building A, potentially to be installed in the early summer.

Student representative Balami exited at 6:55 and did not return.

- v. Honor Roll Data
 - 1. 82% of students achieved the honor roll, up from 79% last school year.
- vi. Human Resources Transactions
 - 1. Splitting the MARSS Coordinator and Student Enrollment Coordinator positions. When the position originally was put together, MSA had 358 students. Since then enrollment has nearly doubled.
- vii. Rondo Honors Night- *will allow student representatives to provide an overview.*
- c. Finance Committee Report
 - i. Overview of the finance reports provided.

Motion	Motion to approve the January finance reports.
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Made By	Leonhardi	Seconded By	Yapp
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Discussion	No further discussion.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Lozano Linzmeier Kinkel Yapp	No	<i>None</i>	Abstain	<i>None</i>
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Decision	The motion was carried unanimously.
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- d. Governance Committee Report
 - i. Focus has been on election policies. 600 series will be on the agenda for the next meeting. Items will come to the consent agenda for second reads in the next meeting. Concern brought forth on MSBA in the early phases of the charter series of policies. Clarification that MSBA has a goal of having charter series in line like other school districts and that they are amending as they learn. Having model policies is essential to level set all charter schools. MSBA is helpful to work with and is the only Minnesota Policy Resource. Better to work with them than hire a policy writer and spend more money.
- e. Student Representative Address
 - i. Student representative provided an overview of student activities and events.
 - 1. Acknowledgement of Black History Month 2024 theme of African Americans in the Arts. BSU was able to sponsor a staff breakfast on 2/14/24. BSU is sponsoring a read-in on 2/28. Rondo Honors night is planned for February 28th as a celebration of the rich African American community in Minnesota. Bringing in community members and other surrounding schools' BSUs to celebrate this night. All are invited to this formal event.
 - ii. Robotics
 - 1. Overview of FTC performance at semifinals.
 - iii. Basketball
 - 1. Girls basketball team has two more games before they enter their section playoffs.
 - 2. Boys basketball team has three more games before they enter their section playoffs.
 - iv. Boys Swim
 - 1. Overview of the three MSA team members involved in the co-op.



12. Action Items

- a. Set date for next Expansion Town Hall
 - i. *(Expansion committee suggests April 4, 9, 10, or 11)*
 - 1. January Town Hall was well attended, and families were interested to learn more about expansion opportunities.
 - a. April 9th due to Eid starting is not a date to be considered to be respectful of our families.
 - b. Selection of April 4th from 6pm-7:30pm in the great hall as the primary night, or April 18th as a backup date for inclement weather.
- b. MSA Election Plan 2024
 - i. Plan A was approved in the consent agenda. Nominations will open as early as tomorrow if voted upon. Administration would need to send out communication to the community. The background check is addressed in the election policy, and the date the background check is completed is in the nomination form. Change language on campaigning to match the policy language. Change “What does MSA’s vision and mission mean to you?”
 - ii. Submit to background check, campaigning is discouraged, what does MSA’s vision and mission mean to you. Include the closing date in the first email of when the nominations are closed.

Motion	Motion to approve the election plan A with the amendments on background checks, campaigning is discouraged, question 7 “what does vision and mission mean to you,” add a closing day to the email communication, and add a communication plan to be developed by the Elections Committee.
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Made By	Ellingson	Seconded By	Linzmeier
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Discussion	No further discussion.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Lozano Linzmeier Kinkel Yapp	No	None	Abstain	None
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Decision	The motion was carried unanimously.
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13. Future BOD Items

- a. Election
- b. Executive Director Review- BOD Chair will work with *TeamWorks* on what this looks like.
- c. SAM Contract Goals Review- prepare for a deep dive into these.
- d. Review the restructuring of committees- "*Rose and Thorns*" approach of what is going well and what is not.

15. Motion to Adjourn

Motion	Motion to adjourn.
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Made By	Yapp	Seconded By	Kinkel
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Discussion	No further discussion
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Lozano Linzmeier Kinkel Yapp	No	None	Abstain	None
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Decision	The motion carried.
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Meeting adjourned at 7:43pm

Submitted: Shauni Holt, Board Recorder

Approved: Sarah Harms, Secretary