

Workshop Minutes- FINALIZED

**Board of Directors
Workshop Notes
Math & Science Academy
8430 Woodbury Crossing, Woodbury, MN 55125
Monday, November 21, 2016, 5:00pm**

Call to Order by Tim Tydlacka (Chair) at 5:03 pm

Members Present:

Tim Tydlacka, Chair & Teacher Representative
Deb Ledvina, Vice Chair & Parent Representative
Mona Hayashi, Treasurer & Parent Representative
Noelle Haland, Secretary & Parent Representative
Jeana Albers, Teacher Representative
Tom Johnston, Teacher Representative
Cheri Howe, Teacher Representative
Peter Irvine, Community Representative
Ken Thielman, Community Representative
Tori Szondy, Student Representative
Judith Darling BKDA, Contracted Financial Manager (ex officio)
John Gawarecki, Director (ex officio)

Absent: None

1. Mr. Tydlacka shared some of his notes from his meeting with Mr. Gawarecki and Eugene Piccolo, Executive Director of MACS, after our last Board meeting on 10/17/16.
2. Board discussed when to swear in and seat the new Board member, ie. at beginning of meeting, at end of meeting, during next meeting, etc. Mr. Piccolo recommended voting for/appointing new member at end of tonight's meeting and waiting to swear that person in at the beginning of the next regular meeting, after the new member has had a chance to be oriented.
3. Board discussed how new Board members should be oriented. Ms. Hayashi and Ms. Howe will coordinate on the materials that each of them has compiled in the past to start creating a solid orientation program for new Board members.
4. All Board members must read and be familiar with all of MSA's policies, especially the 200 series of policies that have to do with Board functions and governance.
5. Board discussed how much detail should be part of Board meeting minutes, as well as Policy 204 (Board Meeting Minutes) which will be reviewed tonight.
6. Board discussed the history and purpose of Board workshops and the fact that they must follow Open Meeting Law just like our "regular meetings." Board discussed the possibility of having no separate "workshop" and instead starting our "regular meeting" earlier.
7. Board discussed creating a Governance Committee.

Submitted and Approved:

Noelle Haland, Secretary