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Math & Science Academy Board of Directors

Monday, January 24, 2022 MSA (Building A) - Virtually (<https://youtu.be/oTxrRIRXGdA>)

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1. Workshop Agenda (5:00PM - 6:00PM)

A. Exec Director Hiring Update (15 min) – Anderson

Explanation of the day at MSA

[Day at MSA](#)

B. Employment agreement language (30 min) - Dodge

C. Finance Training (15 min) - Schniepp

2. BOD Meeting Agenda, Call to Order by Chair (6:15PM)

Mission: We provide accelerated and inclusive curricula in all subjects, with an emphasis on math and science.

Vision: To be an innovative, sustainable model of academic excellence for all students that creates well-rounded, lifelong learners and global citizens.

3. Roll Call of Members

Dan Ellingson, Chair

Jennifer Bartle, Secretary

Michelle Kurkoski

Maggie Burggraaff, Vice Chair

Erik Fair

Annie Cardenas

Cody Schniepp, Treasurer

Jeff Eng

Sandi Overson

Non-voting: Sydney Weschke, Student Member

4. Approval of Agenda - 5 min

Conflict of Interest Statement

5. MSA Monthly Celebration - MSA Office Staff

[MSA Office Staff](#)

6. Open Forum - 5 mins / person

Given the remote nature of the meeting, we ask that any Open Forum comments be sent to me (danellingson@mnmsa.org) by 12PM on January 24th so that I can read them at our meeting.

7. Approval of Minutes - 5 min

[BOD Meeting Minutes 12-13-21](#)

[Special BOD Meeting Minutes 01-06-22](#)

8. Student Representative Update - 5 min (Weschke)

9. Executive Director's Report - 15 min (Dodge)

[Executive Director's Presentation](#)

- a. Administrative Intern hiring process
- b. COVID funds - amount and priorities for spending
- c. Distance learning update
- d. Climate Survey Results [Climate Survey Report](#)

10. Chair's Report - 5 min (Ellingson)

- a. Special Meeting - Jan 6, 2022
- b. Remote meeting format

11. Board Committees and Subcommittees

Board Sub Committees:

Annual Fund (AFC) (Cardenas)

Communications Advisory (Burggraaff)

[Communications Advisory Meeting Minutes](#)

Director Search (Anderson)

Elections (Schneipp)

School Expansion Possibilities (Ellingson)

Personnel (Ellingson)

Policy (Kurkoski)

Board Committees:

Academics (Kurkoski)

[Academics Committee Meeting Minutes](#)

Finance (Schneipp):

[Finance Committee Meeting Minutes](#)

Board Committees (continued):

Approval of Financials

[MSA December 2021 Financial Statements](#)

[MSA December 2021 Financials-Supplemental](#)

12. Consent Agenda - 5 min (Ellingson)

13. Discussion and Decision - 100 min (Ellingson)

a. Administration update with the BOD (30 min) Dodge

i. New class schedule

ii. Project Lead the Way

iii. Administrative Intern

iv. Procedures for handling substantive changes to academic practices and curriculum (e.g. Policies 603, 616)

[Policy 603 Curriculum Development](#)

[Policy 616 School District System Accountability](#)

b. A motion to grant the Hiring TF the ability to change the timeline with an ending day of March 31st, if needed

[Hiring Task Force Timeline](#)

c. Annual By-Law Review - 5 min (Ellingson)

[By-laws](#)

- d. Annual review of 522 Student Sex Nondiscrimination Policy -
10 min (Kurkoski)
[Policy 522](#)

- e. Approve Grade Level Capacities for lottery 10 min (Dodge)
[22-23 Proposed Grade Level Capacities](#)

- f. Discussion on investigation process 5 min (Ellingson)

- g. Strategic Plan Update 10 min (Dodge)
[SmartGoals](#)

- h. Closed Session: Interim Executive Director Survey
Discussion - 30 min (Ellingson)
[Interim Executive Director Job Description](#)
[Interim Executive Director Evaluation Form](#)

A portion of the meeting will be closed pursuant to Minn. Stat. 13D.05, Subd. 3(a) for the purpose of conducting a performance evaluation of an individual subject to the board's authority". At the meeting, the board chair should ask for a motion or make their own motion to "close the meeting asking that the meeting be closed pursuant to Minn. Stat. 13D.05, Subd. 3(a) for the purpose of conducting a performance evaluation of an individual subject to the board's authority.

- i. Three priorities set for the interim director at the beginning of the school year

- ii. Administration priorities for the remainder of the school year

15. Future BOD Items - 5 min (Ellingson)

- a. Approval of staff contract format (1Q 2022)
- b. Expansion Decision (2Q 2022)
- c. Finalize Strategic Plan (January 2022-June 2025)

16. Meeting Plus / Minus - 5 mins (Ellingson)

17. Motion to Adjourn

Submitted:

Approved: