

**Approved
August 8, 2002**

**Meeting Minutes
Board of Directors Meeting
Math & Science Academy**

Thursday, June 27, 2002, 6:30 PM
8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to order at 6:31 PM by Maggie Vincent (Vice-Chair)
2. Roll Call of Members:

	Melissa Molin (absent)	Julie Close
	Ken Gervais	Susan Mooney (absent)
	Carrie Bartz	Denise Kapler (absent)
	Paul Simone	Josh Minsley
	Maggie Vincent	Jack Bull (ex-officio)
	Justin Gehring (student rep.)	
3. Approval of Agenda
Add 11) j) staff contracts
Motion: Approve agenda as amended
Moved by: Maggie Vincent Seconded by: Carrie Bartz Vote: 5-0-0
4. Special Action Items
 - a) Act on Board of Director members resignation(s).
Motion: Accept resignation from Denise Kapler
Moved by: Maggie Vincent Seconded by: Paul Simone Vote: 6-0-0
 - b) Select process to appoint new board members
Motion: Appoint new board members by lottery process
Moved by: Josh Minsley Seconded by: Maggie Vincent Vote: 2-3-1
Motion: Board Chair shall appoint committee to conduct interviews and make recommendation to board to fill vacant positions
Moved by: Maggie Vincent Seconded by: Paul Simone Vote: 6-0-0
Maggie Vincent appointed Carrie Bartz, Julie Close, and Josh Minsley to the committee
Motion: Accept resignation from Ken Gervais effective immediately following vote
Moved by: Maggie Vincent Seconded by: Josh Minsley Vote: 6-0-0
 - c) Appoint new Board of Directors members
Committee will make recommendation to board
- 5) Open Forum
- 6) Approval of Meeting Minutes for the meeting of May 30, 2002 (Handout)
Moved by: Paul Simone Seconded by: Josh Minsley Vote: 5-0-0
- 7) Consent Agenda
None
- 8) Financial Report
Jack Bull reported that the state hold back will increase to 17% starting in July. The loan from Heritage Bank will be renegotiated in July. Audit preparation is underway. Three days of preparation have been scheduled with Non Profit Solutions.
- 9) Chair's Report: none
- 10) Standing Committee Reports:
 - a) Budget: none
 - b) Building/Maintenance: none
 - c) Enrollment – 2002-2003 enrollment report as of 6/27/02
 - d) Personnel (staffing): none
 - e) Technology: none
 - f) Parent Team: none
- 11) Old Business
 - a) Student Course Handbook (Handout)
Motion: Approve Course Handbook for 2002-2003
Moved by: Paul Simone Seconded by: Josh Minsley Vote: 5-0-0
 - b) Cleaning services contract (Handout at meeting)

- Motion: Approve cleaning services contract and custodial duties
Moved by: Maggie Vincent Seconded by: Josh Minsley Vote: 5-0-0
- c) Approve MACS Special Ed Director services
Motion: Approve MACS Special Ed Director Services
Moved by: Maggie Vincent Seconded by: Josh Minsley Vote: 5-0-0
- d) Approve MACS membership (\$2,500.00)
Motion: Approve MACS membership expenditure
Moved by: Maggie Vincent Seconded by: Josh Minsley Vote: 5-0-0
- e) Approve participation in the MACS Accountability Project (\$300.00)
Motion: Approve participation in the MACS Accountability Project expenditure
Moved by: Maggie Vincent Seconded by: Josh Minsley Vote: 5-0-0
- f) Approve FY02 budget (Handout by Melissa Molin at meeting)
Motion: Approve FY02 budget
Moved by: Josh Minsley Seconded by: Maggie Vincent Vote: 5-0-0
- g) Approve extended office intern hours
Motion: Approve contract extending office intern hours to 40 hours over the summer 2002
Moved by: Paul Simone Seconded by: Maggie Vincent Vote: 5-0-0
- h) Approve grant writing contract (Handout at meeting)
Motion: Approve grant writing contract with Linda Prail
Moved by: Josh Minsley Seconded by: Maggie Vincent Vote: 5-0-0
- i) Acknowledge completion of bond sale and incorporate lease agreement into the Board Minutes
Motion: Acknowledge bond sale completion of June 26th, 2002.
Moved by: Paul Simone Seconded by: Maggie Vincent Vote: 5-0-0
- j) Staff Contracts
Motion: Approve 2002-2003 contract for Josh Minsley as artistic director.
Moved by: Maggie Vincent Seconded by: Carrie Bartz Vote: 4-0-1
Motion: Approve 2002-2003 contract for Gale Samms as educational assistant
Moved by: Maggie Vincent Seconded by: Josh Minsley Vote: 5-0-0
- 12) New Business
- a) Approve 916 membership contract (Handout at meeting)
Motion: Approve 916 membership contract
Moved by: Paul Simone Seconded by: Maggie Vincent Vote: 5-0-0
- b) Air conditioning condenser repair/maintenance contract (Handout at meeting)
No contract available
- c) Approve contract for Gale Samms as Special Education EA
See agenda item 11) j)
- 13) Information
- a) MSBA Legislative Summary – 2002 Legislative Session (Handout)
- b) Bond Closing scheduled for 9:00am on Tuesday June 25, 2002 at Briggs and Morgan St. Paul office
- 14) Future Agenda Items
- a) Regular Board Meeting
- b) Workshop Meeting
- 15) Next BOD meeting: August 8th, 2002 at 6:30 PM
Moved by: Josh Minsley Seconded by: Maggie Vincent Vote: 5-0-0
Schedule next BOD Workshop meeting
- 16) Adjourn
Motion: Adjourn at 7:53 PM
Moved by: Maggie Vincent Seconded by: Julie Close Vote: 5-0-0

Respectfully submitted,

Carrie Bartz, Secretary