

- c) Enrollment: Paul Simone reviewed the enrollment forecast for the 2005-2006 school year. The staff recommendation for 2005-2006 enrollment is to have 280 in the building, accept 55 sixth graders only. The lottery for 2005-2006 will be held on March 10th, 2005. It will be conducted by Mathematica this year.
- d) Personnel: none
- e) Technology: Josh Minsley reported that the Technology Committee will meet on the 3rd Thursday of each month at 6:30 pm. The mailing for the laptop fundraiser will go out on February 4th, 2005. There has been a minimal response thus far.
- f) Parent Team: Sarah Lilja reported that the last Parent Team meeting was brief to allow time for the "High School at MSA" presentation by Melissa Molin and Darrel Schoeberlein. The presentation was well attended. Margaret Stone has coordinated a presentation on Healthy Relationships and Self-Defense for girls to be held at MSA on February 13th, 2005. Next year the presentation will be made for boys. On March 1st, 2005, there will be a speaker on investing in your child's future and financial planning. There is a parent working with ISD 833 Transportation to try to resolve the late arriving bus issues. We had a fabulous open house in January.
- g) Policy: Carrie Bartz reported that the committee will next meet on February 24th, 2005 at 3:30pm. The committee will review the policy revisions from MSBA and then email the revised policies to the BOD. The BOD would like a copy of the MSBA document which describes the changes in the policies. Members: Carrie Bartz and Maggie Burggraaff.
- h) Expansion Committees: Vincent King was appointed to the position of Overall Chairman. Vincent will provide general coordination and leadership to the committees and act as BOD liaison.

10. Old Business

none

11. New Business

- a) 2005-2006 course handbook. The handbook will be discussed at the March workshop.
- b) Expansion committee recommendations (from workshop)
- c) 2005-2006 YMCA lease

Motion: Approve the YMCA lease agreement for September 6, 2005 to June 30, 2006.

Moved by: Bhaskar Velamakanni Second: Eric Kaluza Vote:8-0-1

d) Required Audit Actions

1. Designation of Depository: Has each depository of public funds been designated by the charter school's governing body? ***MSA School uses Anchor Bank for banking needs – Checking & Savings. The State Aid payments are sent to US Bank-Trustee for the Bonds they take out the bond payment then forward the balance to Anchor Bank.***
2. Insuring or Securing Deposits: If a charter school deposits an amount in excess of the FDIC insurance, it must obtain a bond or collateral which shall be at least 10% more than the amount in excess of the \$100,000 (FDIC). ***MSA has this thru Anchor Bank***
3. Broker Acknowledgment Certification: Prior to completing an initial investment transaction with each broker, there must be a written statement of investment restrictions. ***MSA has no investments at this time.***
4. Electronic Funds Transfer:
 - a. Delegation of authority to make electronic funds transfers to a designated business administrator(s). ***Paul Simone and Julia Douglas***
 - b. Delegation of authority to make electronic funds transfers to make payments i.e. Payroll, vendor payments, payments of bond principal, bond interest. ***MSA has only two vendors who are paid by electronic funds – Blue Cross Blue Shield and ADP payroll***
5. There must be a declaration on every declaration for payment that says:

“I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid.

(Signature of Claimant)”

The check by which the claim is paid may have printed on its reverse side, above the space for endorsement the following statement: “The undersigned payee, in endorsing this check declares that the same is received in payment of a just and correct claim against the [name of Charter School], and that no part of it has heretofore been paid.” When it is endorsed by the payee named in the check this statement shall be deemed sufficient as the required declaration of the claim.

MSA has this statement on the back of checks.

Motion: Approve audit actions for FY 2005.

Moved by: Alan Moorhead

Second: Laura Hutt

Vote:9-0-0

12. Information

13. Future Agenda Items

- a) Regular Board Meeting
- b) Workshop Meeting
- c) March enrollment lottery
- d) Enrollment recommendation
- e) 2005-2006 Course Handbook
- f) YMCA membership
- g) Policies

14. Next regular BOD meeting: March 10th, 2005 at 6:30 PM

Next workshop meeting: March 10th, 2005 at 5:30 PM

Moved by: Josh Minsley

Second: Patricia Guerra

Vote: 9-0-0

15. Adjourn

Motion: Adjourn at 7:53 PM

Moved by: Josh Minsley

Second: Laura Hutt

Vote: 9-0-0

Respectfully submitted,

Carrie Bartz, Secretary