

**Board of Directors Meeting
Math & Science Academy
Thursday, January 17, 2013**

5:30 p.m. - Board Workshop (see next page), 6:30 p.m. - Board Meeting
8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to Order at 6:38 P.M.

2. Roll Call of Members (New Members sworn in- see 11a and 11b):

Cheri Howe – Chair (Present)
Sandeep Chandak – V. Chair
(Present)
Lori Nixon – Treasurer
(Present)

Rachael Erickson – Sec.
(Present)
Lisa Anderson (Present)
Cyndi Bluhm (Present)
Michelle Kurkoski (Absent)

Ken Thielman (Present)
Judith Darling BDKA – Contracted
Financial Manager (ex-officio) (P)
Bob Kreischer (ex-officio) (Present)
Anish Chandak (Student Rep.) (P)

3. Approval of Agenda

Moved by: Cyndi Bluhm Second: Lisa Anderson Vote: Unanimous

Discussion: Change the wording of 11c to read **“Motion to approve Geometry as a one year long elective course”**.

4. Open Forum

- Beth Hartz representing Parent Team- The parent team would like to host a revival Earth Day cleanup and BBQ on April 20th for community building. Parents, teachers, and students are all invited to participate.
- Dan Keller representing a student- Last board meeting, Natalia Arora made a presentation about hosting a Cultural Festival sometime in May, during a Study Hall. This event will take place during the National History Day (NHD) presentations, which is being hosted by Lisa Anderson (who has graciously agreed to include in the NHD festivities).
- Han Yong Wunrow, Tim Siepmann, Robert Nelson and Jacob Siekmeier representing NHS- We would like to hold an event called “Spaghetti”. MSA students, parents, teachers, and community members are invited to eat spaghetti and play a game like Bingo to raise money for the new MSA Building. This event will be held Sat. April 27th between 6pm and 9pm.
- Max Rowland/Sam Morrison representing the 8th Grade- The 8th grade class would like to hold a Lock-in on February 15th from 6 P.M. until 8 A.M. We have 3 chaperones for each of three shifts. The cost is \$10.00 per student which will cover money for two slices of pizza and a soda. Extra food will be available at cost. Before the lock-in students will need to hand-in their money and their emergency contact information.
- Max Rowland/Sam Morrison representing their 8th grade Action Project: We would like a MSA Hot Lunch Program; this would be provided by CKC Catering Service in South St. Paul, MN. How would it be ordered and served? The food would be marked monthly and ordered by the school. This would be next year and create a hot lunch program. The BOD directed Max and Sam to look into the health codes and hidden costs of the program and come back to the board with that information.
- Sahana Iyer/Yuyi Guan representing their 8th grade Action Project: Last month Sahana and Yuyi presented the idea of making MSA a BYOD, or Bring Your Own Device, school. They would like to see the school adopt a BYOD policy. Sahana and Yuyi know that students can misuse their devices but maybe we could do a fundraiser to buy software to block certain sites. The BOD determined that we have to get the results with from Mrs. Burggraaff, who is testing BYOD, before making any decisions. We need to see how successful it is as a concept. Lisa Anderson said that it will take a little time to test and gather results and make a decision for next year.

5. Approval of Meeting Minutes from: **Thursday, 12/20/12** (page 21)

Moved by: Rachael Erickson Second: Lisa Anderson Vote: Unanimous

Discussion: As amended

6. Chair's Report- Cheri Howe: We have had many challenges as a board, but I feel very positive going forward and am delighted about the community building that is taking place. Being a board chair and being a teacher at MSA has opened up my awareness of the awesomeness about what Charter schools are all about. We need to put out to the community that we are a charter school and that we have a lot to offer the community...I charge the need board to continue this as they move forward.
7. Director's Report- Bob Kreischer: We have had three new board members complete the BOD training and we have all learned a lot. That was helpful. We have an open house coming up, there was an add in The Woodbury Press, and also online on Patch. As events come up, let Joell know because we should be getting information in more frequently. Also, there was a parent conference survey; 15 responses, 14 were positive, 1 was neutral. The parents liked signing up online for conferences; they were pleased with the dedication of teachers, and thought it ran smoothly. We could do better- create a form of FAQs for parents to ask the teachers. There also was a question about extracurricular eligibility. I have not had anyone call me and say that this is a bad thing. At this point I don't see a negative effect; students have to be on probation before they can be ineligible. Finally, I want to say thank you to the outgoing members of the board- you have done tremendous work and we thank you for that.
8. Standing Committee Reports:
 - a. **Finance/Budget (Lori):** December 2012 Financial Statements (page 1) We did meet; we are forming a subcommittee that is going to be meeting on January 23rd at 5:30 P.M. to review salaries and benefits. You also have the December financials; we did get the check for the state holdback which you can see on page 5 of 9 in the packet; this all has to do with cash flow. There is no additional revenue but we got paid sooner. Judith is working on line of credit for future.
 - b. **Building/Maintenance (Rachael):** There was painting done over winter break and looks fabulous, as do the clean windows. The Building Committee met with Alternative Funding to discuss options for the Give to the Max money.
 - c. **Building Company (Cyndi):** I passed out a sheet that has the financial report. We also have a report from our construction rep. Rusty; Rochan and contractor will look at weather and decide when pour the concrete.
 - d. **Enrollment (Rachael /Michelle):** (page 19) Nothing new to report
 - e. **Personnel (Lisa/Cheri):** : I will put out a list serve for a board recorder; Sandeep mentioned that maybe the BOD should change the pay to a lump sum of 50 dollars instead of 20 dollars an hour.
 - f. **Director's Evaluation (Lisa/Sandeep):** We have nothing new to report because we need to meet.
 - g. **Technology (Ken):** Nothing new to report
 - h. **Parent Team (Sandeep):** Parent team is getting ready for the open house next week and a round table on February 28th.
 - i. **Policy (Michelle/Lisa):** There are some non-substantive policies to review next month. Bob mentioned that he would like to see if the board would pay Michelle Kurkoski to collect all the policies into a book for Board Members.
 - j. **Student Committee (Anish):** It is the end of the semester and there is a lot of studying going on. Spirit Week is next week.
 - k. **High School League Activities Committee (Sandeep):** Robotics did well, the 1st team is starting their robot, and basketball team is still playing.
 - l. **Academics Committee (Michelle/Lisa):** (page 13) You have the minutes in your packet. There will be no online elective and geometry will be added as an elective. We also came up with a process to review new classes per the new policy.
 - m. **Alternative Funding Committee (Cheri):** There was a meeting on Tuesday this week and we talked about Give to the Max and how we were going to spend the money that was raised. This year we had more participation, but fell short fifteen thousand short of the goal of fifty thousand.

9. Consent Agenda – None

10. Unfinished Business- None

11. New Business

- a. Motion to approve **Seat New Members – Oath of Office Administered By Current Board Chair**
 Moved by: Rachael Erickson Second: Sandeep Chandak Vote: Unanimous
 Discussion: new members sworn in are: Heidi Bardwell, Sarah Burns, Dan Dawiedczyk, Alice Lee, Susan Mooney
- b. Motion to approve **Motion to Approve New Officers for 2013 – Board Chair; Vice Chair; Treasurer; Secretary**
 Moved by: Sandeep Chandak Second: Lisa Anderson Vote: Unanimous
 Discussion: **Chair- Sandeep Chandak; Vice Chair- Susan Mooney; Treasurer- Ken Thielman; Secretary- Heidi Bardwell.** Sandeep Chandak, the new Chair, thanked the outgoing members of the board for their hard work and dedication to MSA during a particularly stressful school year 2011-2012.

- c. Motion to approve **Geometry as a yearlong elective course**
Moved by: Ken Thielman Second: Susan Mooney Vote: Unanimous

12. Information: **Annual By-Laws Review (By-Laws included in packet.)** (page 29)

Discussion: These will be reviewed at the February meeting

13. Future Agenda Items: **By-Law Review, Strategic Plan Review, Policies, Changing board terms to three years, Approval of new courses/electives at MSA**

- a. Next BOD Workshop – February 21, 2013, 5:00 p.m.
- b. Next BOD Meeting – February 21, 2013, 6:30 p.m.

14. Adjourn

Moved by: Susan Mooney Second: Lisa Anderson Vote: Unanimous

BOD Workshop- 5:00 P.M.

1. Construction Update- Cyndi Bluhm read an email from Rusty regarding update from Rochan; she also handed out financing of MSA New Building worksheet.
2. New Member Packet- Cheri Howe welcomed the new board members and went over basic introductions
3. 2013 Board Officers and Committee Discussion- Cheri Howe opened the discussion of positions opening on the board:
 - Susan Mooney nominated Ken Thielman, currently a sitting board member who has one year left, to fill the Treasure position. The position entails working with Judith Darling our finance manager.
 - Sarah Burns is also considering filling the position of Treasure
 - Cheri Howe then asked who would be interested in Chair; Susan Mooney nominated Sandeep Chandak; Lisa Anderson nominated Ken Thielman. Susan mentioned that she felt that it is confusing to have a teacher as a chair. Ken Thielman explained that he was the board chair for the first five or six years, maybe it is time for a teacher to be a board chair. Susan then said that she felt that the issues that happened last were continue if Ken were elected to chair; Annie Cardenas mentioned that she sees how much work that Cheri does and would be afraid to have another teacher in that position.
 - Vice Chair nomination depends on who is elected as the chair of the board, Ken Thielman and Sandeep Chandak were both interested . Susan Mooney was nominated for the position of vice chair.
 - Secretary nomination; Sandeep Chandak nominated Heidi Bardwell
 - Finance Committee: Ken Thielman
 - Building Committee: Lisa Anderson
 - Building Company: Ken Thielman
 - Enrollment: Susan Mooney
 - Personnel: Lisa Anderson, Susan Mooney
 - Technology: Alice Lee
 - Parent Team: Sarah Burns, Anne Cardenas
 - Policy: Heidi Bardwell
 - Student Committee: Anish Chandak
 - High School League Activities Committee: Sandeep Chandak, Dan Dawiedczyk (DaVEEcheck)
 - Academics Committee: Lisa Anderson, Susan Mooney
 - Alternative Funding Committee: Alice Lee, Anne Cardenas
4. Academic Probation Feedback- Will be in Directors Update during board meeting
5. Waiting for director's update at meeting
6. Member of MACS- Minnesota Association of Charter Schools- This will cost five thousand and what will the benefit for the school be? From what is here, there wouldn't be an advantage for us to join MACS. What about Charter School Partners? Get more information.
7. Geometry- Curriculum Change- We talked about this at the Academic Committee Meeting yesterday. What the Math department would like to do is change Geometry to a yearlong elective class instead of a required MSA course. Geometry is currently in Algebra 1, 2, and 3 as well as pre-calc. There were some concerns last year about colleges accepting applications without Geometry on the student's transcript. Most colleges are concerned with how many years a student took math that the final courses the student took. Algebra three deals with trig, all precursors to Calculus. The recommendation is that Geometry will be offered as a yearlong elective and Algebra 3 will remain a required course.
8. By-Laws Review/By-Laws Changes- Judith Darling's Title Changed but it was okayed by the attorney.
9. Strategic Plan-Move to February