

**Board of Directors**  
**Meeting Minutes**  
Math and Science Academy  
Thursday, April 17, 2014  
8430 Woodbury Crossing, Woodbury, MN 55125

1. **Call to Order** by Sandeep Chandak (chair) at 6:55 p.m.

2. **Roll Call of Members**

Sandeep Chandak – <i>Chair</i> (Present)	Daniel Dawiedczyk (Present)
Dan Keller – <i>Vice Chair</i> (Present)	Alice Quammen (Present)
Teri Sue Hitchcock – <i>Treasurer</i> (Present)	Riti Khandelwal – <i>Student Rep</i> (Present)
Heidi Bardwell – <i>Secretary</i> (Present)	Bob Kreischer – <i>ex-officio</i> (Present)
Lisa Anderson (Present)	Judith Darling, BKDA – <i>Contracted</i>
Amy Otteson (Present)	<i>Financial Manager, ex-officio</i> (Present)
Sarah Burns (Absent)	

3. **Approval of Agenda**

Moved by: Heidi Bardwell                      Second: Lisa Anderson                      Vote: Unanimous

Additions/revisions to the agenda under New Business:

- a. 11.i. Motion to approve Bob Kreischer's contract.
- b. 11.j. Motion to approve policies.
- c. 11.k. Motion to approve negotiations with MN Japanese School for facility rental.

4. **Approval of Meeting Minutes from March 20, 2014**

a. **Motion To Approve**

Moved by: Dan Keller                      Second: Amy Otteson                      Vote: Unanimous

5. **Chair's Report**

The Sixth Grade Parent Meeting was highly attended. Students were somewhat excited. Most parents were excited and positive. Parents have heard good things about our school. Parent Team Meeting was poorly attended. There were enough volunteers to fill the positions. Parent Team will continue next year.

6. **Director's Report**

Enrollment is looking very good. The number of students graduating next year is a total of 30. Most students will be attending PSEO. Total students next year will be over 450. We are right at the numbers projected for sixth and seventh grade. We are projecting 75 students for 9<sup>th</sup> grade. There are still 35 on the wait list for 9<sup>th</sup> grade. For 10<sup>th</sup> grade students – we projected 62 and have 69 enrolled for next year. We have a total of 49 students in 11<sup>th</sup> grade. We have lost 17 students going into 9<sup>th</sup> grade, and will probably lose some over the summer. Our upper grades are starting to get really strong and large.

## 7. Standing Committees

- a. Building Company – Will be talking about the building sign at their next meeting.
- b. Alternative Funding Committee

General update: we need to focus on the annual plan and not get distracted by the individual fundraising. Bob has agreed to take over the individual fundraising. The AFC will work with the Booster Club. Students will not have to come to the BOD to get approval on a fundraising event.

## 8. New Business

- a. **Motion to approve BOD Elections**  
Moved by: Amy Otteson                      Second: Lisa Anderson                      Vote: Unanimous  
Abstain: Alice Quammen Lee
- b. **Motion to approve 2014-15 School Calendar**  
Moved by: Teri Sue Hitchcock              Second: Dan Keller                      Vote: Unanimous
- c. **Motion to approve 2014-15 Non-BOD Teacher Contracts**  
Moved by: Teri Sue Hitchcock              Second: Alice Quammen                      Vote: Unanimous  
Abstain: Lisa Anderson
- d. **Motion to approve Lisa Anderson's Teacher Contract**  
Moved by: Amy Otteson                      Second: Alice Quammen                      Vote: Unanimous  
Abstain: Lisa Anderson
- e. **Motion to approve Dan Keller's Teacher Contract**  
Moved by: Amy Otteson                      Second: Alice Quammen                      Vote: Unanimous  
Abstain: Dan Keller
- f. **Motion to approve Amy Otteson's Teacher Contract**  
Moved by: Teri Sue Hitchcock              Second: Lisa Anderson                      Vote: Unanimous  
Abstain: Amy Otteson
- g. **Motion to approve Teri Sue Hitchcock's Teacher Contract**  
Moved by: Amy Otteson                      Second: Lisa Anderson                      Vote: Unanimous  
Abstain: Teri Sue Hitchcock
- h. **Motion to approve other staff contracts.**  
Moved by: Amy Otteson                      Second: Teri Sue Hitchcock                      Vote: Unanimous
- i. **Motion to approve Bob Kreischer's Contract**  
Moved by: Alice Quammen                      Second: Amy Otteson                      Vote: Unanimous
- j. **Motion to approve policies** (Capitalization policy formatting – just this change.)  
Moved by: Amy Otteson                      Second: Lisa Anderson                      Vote: Unanimous
- k. **Motion to approve negotiations with MN Japanese School for facility rental**  
Moved by: Teri Sue Hitchcock              Second: Amy Otteson                      Vote: Unanimous

**9. Future Agenda Items**

- a. Next meeting: May 15, 2014
- b. Plan for next year.
- c. New hire contract approvals (Assistant Director and other new hires.)
- d. Sandeep will send out an evaluation performance form to the BOD members.
- e. Budget for next year.
- f. School Field Trip Policy

**10. Motion to adjourn (7:41 p.m.)**

Moved by: Teri Sue Hitchcock

Second: Lisa Anderson

Vote: Unanimous

Joell Pundsack, Board Recorder

Heidi Bardwell, Secretary

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