

# APPROVED

**Board of Directors  
Special Meeting Agenda  
Math & Science Academy  
Tuesday, April 27, 2021 4:30pm**

**Room Great Hall and Remote**

8430 Woodbury Crossing, Woodbury, MN 55125

**1. Call to Order by Vice Chair at 4:29 pm**

**Mission:**

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

**Vision:**

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

**2. Roll Call of Members**

**Present:**

Voting:

Dan Ellingson, Vice Chair

**Cody Schniepp, Treasurer - joined at 4:44 pm**

Michelle Kurkoski, Secretary

Jeana Albers

Adam Bartz

Robert Krueger

Jennifer Bartle

Non-voting:

Paula Akakpo, Student Member

John Gawarecki, Director (ex officio)

James Martin (ex officio)-Board Attorney

Absent:

Annie Cardenas, Chair

Maggie Burggraaff

Jenny Abbs, BKDA, Contracted Financial Manager (ex officio)

**3. Approval of Agenda**

**Motion: Dan Ellingson    Second: Adam Bartz**

Vote yes - 6    no - 0

Conflict of Interest Statement

**4. Agenda**

**a. Review director's recommendations for contract non renewal for two staff members**

Three BOD members reviewed documents provided by the Director and completed interviews as well.

## APPROVED

Employee C: Based on the lack of documentation that would show letters signed by administration and Employee C documenting discipline for conduct, redirective appropriate action, or growth plans, we do not support the non-renewal request made by the director. We recommend a detailed Growth Plan be articulated and administered by the Middle School administrator, Tom Johnston. We also recommend a class on sensitivity training be completed within 90 days.

Motion to renew contract for employee C  
Move: Rob Krueger Second: Jeana Albers

Vote yes - 6 no -

Employee D: Based on the lack of documentation that would include growth plans and personal improvement plans, we cannot support the non-renewal request made by the director. Employee D was directed by administration to attend training and complete a reflection. This was completed and fulfills the requirements administration laid down for Employee D regarding a filed complaint. We recommend a Growth Plan be articulated and administered by the High School administrator, Shannon Froberg.

Motion to renew contract for employee D  
Move: Rob Krueger Second: Adam Bartz

Vote yes - 5 no - abstain -

Question from Michelle Kurkoski: Have each employee been given an opportunity to state whether they are comfortable working with each particular administrator?

Not something that we are voting on, this is the suggestion, but work to do at the administrative level.

**b. Approve retention of investigator in response to Authorizer's letter of April 20, 2021**

Motion: Dan Ellingson Second: Jennifer Bartle

Yes - 6 no - abstain - 1

Nell Mathews: has not completed an investigation at MSA in the past, recommended by authorizer, and has significant experience. Can provide factual information, but also will be able to make recommendations.

Contact Information  
NellMathews20@gmail.com  
612-889-5768

Ms. Matthews has requested someone at the school who will help her with scheduling interviews, recommended someone on the BOD or someone on the admin team. Jeana Albers volunteered to assist, will add or change as needed. Dan Ellingson will be the main contact as a representative of the school.

Jennifer Bartle asked if there was a specific timeline, Mr. Martin stated that there was not a time limit on the investigation. The goal will be for there to be an election at the May BOD meeting. This will finish the term until the new seatings in June. This individual will need to be a teacher, based on bylaws.

**c. BOD officer assignments**

Annie Cardenas has stepped down as BOD Chair, but will remain on the BOD. Dan Ellingson will assume the position of Chair. The goal will be for there to be an election for vice chair at the May BOD meeting.

## APPROVED

This will finish the term until the new seatings in June. This individual will need to be a teacher, based on bylaws. Question from Cody Schniepp - do we need to approve here? Does not seem so based on bylaws.

Election of officers will be an item on the May agenda.

Question from Adam Bartz - should there be a review of bylaws for the questions of teacher .5 FTE and whether the position of vice chair. Advised to do so by Mr. Martin.

**d. Administration staffing through June 30**

**Requesting a motion to close the meeting pursuant to Minn. Stat. 13D.05, subd. 2(b) for preliminary consideration of allegations or charges against an employee of MSA.**

**Move: Dan Second: Rob**

vote yes - 7 no -

**"By the vote of the board, this portion of the meeting is being closed pursuant to Minn. Stat. 13D.05, 2(b) for preliminary consideration of allegations against an employee of MSA."**

Student Rep and Mr. Gawarecki left temporarily at 5:02

**Motion to return to open session meeting at 5:51 pm**

**Move: Dan Ellingson Second: Cody Schniepp**

Vote yes - 7 no -

Mr. Gawarecki returned to the meeting when it was reopened.

**Based on our discussion in closed meeting, Motion to place our Executive Director John Gawarecki on paid administrative leave effective immediately. BOD directs Thomas Johnston and Shannon Froberg to assume these responsibilities jointly. In the event of any immediate guidance, Dan Ellingson will help as intermediary.**

**Motion: Dan Ellingson Second: Robert Krueger**

Vote yes - 7 no -

**6. Motion to Adjourn at 5:54**

**Move: Dan Ellingson Second: Adam Bartz**

Vote yes - 7 no -

**Submitted: Michelle Kurkoski, Secretary**

**Approved: Michelle Kurkoski, Secretary**