

APPROVED

**Board of Directors
Workshop Minutes
Math & Science Academy
Monday, November 21, 2022
Building B and Remotely
8430 Woodbury Crossing, Woodbury, MN 55125**

Call to Order by Dan Ellingson at 5:00 pm

Members Present:

Voting:

Dan Ellingson, Chair
Maggie Burggraaff, Vice Chair
DJ Johnston, Secretary
Cody Schniepp, Treasurer
Jennifer Bartle
Jeff Eng
Hetal Patel
Wendell Sletten
Teresa Ward

Non-voting:

Randy Vetsch, Director
Noah Yehalashet

Absent:

Voting:

Non-voting:

Joseph Ayalew

1. Workshop Agenda (5:00PM - 6:00PM)

Discussion: Paula Forbes joined the workshop to help the board work through our work on Diversity, Equity and Inclusion (DEI) Work in this area was identified as an area of need and this is the 2nd workshop focused on DEI.

Workshop was adjourned at 6:13 PM

Submitted and Approved:

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**Board of Directors
Meeting Minutes
Math & Science Academy
Monday, November 21, 2022
Building B and Remotely
8430 Woodbury Crossing, Woodbury, MN 55125**

2. Call to Order by Dan Ellingson at 6:16 pm

Vision and Mission read by Noah Yehalashet.

3. Roll Call of Members

Present:

Voting:

Dan Ellingson, Chair

Maggie Burggraaff, Vice Chair

DJ Johnston, Secretary

Cody Schniepp, Treasurer

Jennifer Bartle

Jeff Eng

Hetal Patel

Wendell Sletten

Teresa Ward

Non-voting:

Randy Vetsch, Director

Noah Yehalashet, Student Representative

Absent:

Joseph Ayalew, Student Representative

4. Approval of Agenda

Conflicts of Interest: None

Motion to approve the agenda.

Moved by: Dan Ellingson

Second: Teresa Ward

Discussion:

Remove from Consent:

Policy 501 - School Weapons

Move from Consent to Discussion (1st Reading):

Policy 710 - Extracurricular Transportation

Policy 418 - Drug Free Workplace and School

Move from Consent to Decision (2nd Reading):

Policy 102 - Equal Opportunity

Policy 413 - Harassment & Violence

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Motion to approve amended agenda.

Moved by: Dan Ellingson Second: Teresa Ward

Vote: 9-yes 0-no 0-abstain

The motion carries.

5. MSA Monthly Celebration - Student Recognition

Congratulations to:

Greta Hanson-signed Cross Country and Nordic Skiing letters of intent for Michigan Tech

3 students were recognized as National Merit Semifinalists - Clark DeCaire, Brady Krisko, Karen Nakamura

6. Open Forum

Mary Yapp - Asking MSA to do better. In Spring of 2021, there were 3 goals.

Heather Krisko - Ongoing merger discussions - WLA's meeting provided more information than MSA. Why is there a disconnect?

Jamie Brodd - Expansion - What has driven the need to expand? Why move away from a working model?

Kim Jensen - Expansion - Disappointed on WLA's discussion of merger with MSA. Ask to vote against merger.

Annette Smith (letter read by Kim Jensen) - parent - Urge MSA to carefully consider merger.

Tom Thiags - processes - Advised Board to follow defined processes.

Sara Zumien - Expansion - there were non-negotiable issues with WLA. ask msa if there are those items and list it.

Leigh Ahmed (Letter read by Mary Yapp) - Expansion - Parent volunteer on BOD Expansion Committee - What is the purpose of the committee?

Pauline Ho - lunch table - Requests tables and chairs for the lunch room in Building B. Request

7. Approval of Minutes.

a. Motion to approve the BOD Meeting Minutes, October 17, 2022.

Moved by: Maggie Burggraaff Second: Jennifer Bartle

Discussion:

Correct the spelling of Maggie Burggraaff and Hetal Patel.

Insert correct information in the highlighted area.

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Motion to amend the minutes with the updated information.

Vote: 9-yes 0-no 0-abstain
The motion carries.

8. Student Representative Communication and Update

A student update will also be done the day after the board meeting to the student body. Student representatives inquire about the status of vending machines coming back to the school. Executive Director Vetsch shared that they are on the way, but slowed due to supply chain issues.

9. Executive Director's Report

Update on interventions - Kate Hinton

Dr. Hinton provided an overview of the Student Success Teams.

Update on detention - Steve Hoemann

Mr. Hoemann provided an overview of the MSA Behavior Flow Chart and Tardy Expectations.

Update on Educational Assistance - Jillynne Raymond

Ms. Raymond provided an overview of the 504 Plan and Individualized Education Plan (IEP)

Mr. Vetsch noted that Give to the Max is currently at 59% of the goal. As of today, the total is \$35,685.

10. Chair's Report

Mr. Ellingson provided an explanation and purpose of the expansion. Cost is going up and MSA is not able to generate revenue. The only revenue is from students and therefore MSA has to increase the number of students. We can't put any more students here. Consequence of not expanding is unpleasant - letting go of staff.

There have been many things done such as hiring architects and it didn't make sense to bring in the public. Specific sites have been discussed. Merger is still on the table.

- a. Overall update on DEI and Governance
- b. Expansion Plans/Special Meeting
 - i. Nov 17: BOD Meeting and general update
 - ii. Dec 5: Special BOD Meeting to discuss expansion options
 - iii. Dec 5-19: 2 weeks of public comment welcome
 - iv. Dec 19: BOD Meeting: Expansion decision

Motion to recess at 7:55 pm.

Moved by: Dan Ellingson Second: Maggie Burggraaff

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Vote: 9-yes 0-no 0-abstain
The motion carries.

Board resumed at 8:03 pm.

11. Reports from Board Committees, Activities Director and Task Forces

Governance/Policy (Patel): Report submitted.

School Expansion (Eng): No report submitted.

Finance (Schniepp): Report submitted. Audit is completed but no update yet. It will be ready in December. Administrator will decide if tables for the lunch room can be purchased. There are tables on the stage but students choose to sit on the bleachers.

Motion to approve October 2022 Financial Report.

Moved by: Cody Schniepp Second: Dan Ellingson

Discussion:
None

Vote: 9-yes 0-no 0-abstain
The motion carries.

12. Consent Agenda

a. First reading of Governance / Policies

Policy 507 - Corporal Punishment

b. Second reading, approval of:

Policy 522 - Title IX Sex Nondiscrimination Policy
Policy 722 - Public Data & Data Subject Requests

Motion to approve the Consent Agenda as amended.

Moved by: Maggie Burggraaff Second: Dan Ellingson

Discussion:
None

Vote: 9-yes 0-no 0-abstain
The motion carries.

13. Diversity, Equity, and Inclusion

a. Dashboard Update related to DEI

b. MSBA training of BOD members

Discussion:

Mr. Ellingson provided an overview of the dashboard provided in the board packet. Board has signed up for the required training and certification of completion will be sent to Mr. Vetsch.

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14. Items for Discussion

a. World's Best Workforce

Discussion:

Mr. Vetsch provided an overview of the summary and goals. There are five goals of which two are not applicable because it applies to grades that are not at MSA. The gap between white and asian students is met. The gap between white and black african american students are not meeting proficiency ratings. This hasn't been met in the last 5 years. Board discussed the goal. It is required to only use MCA data. It is a 3 year goal to be met by the end of this school year.

b. Executive Director community survey

- i. Executive Director Evaluation plan
- ii. Survey Monkey cancellation
- iii. External survey opportunity

Discussion:

Mr. Ellingson went through the information in the board packet. This used to be the Personnel Committee.

c. Expansion Plan

Discussion:

Board discussed meeting attendance and the Expansion Committee. Mr. Eng explained that there was the hiring of the owners rep and most of the expansion committee was at the interview. There have been monthly meetings with Cunningham which Mr. Eng, Mr. Ellingson, Mr. Vetsch, and others have attended. The merger discussion came fast and there was not a separate meeting from the board meeting.

Board discussed the merger, options, and statements made by WLA. There have been no recommendations.

The December 5th meeting will further discuss the options.

d. By-Laws discussion

Discussion:

Ms. Patel provided an overview of the revised bylaws in the board packet. This doesn't count as one of the reviews. Board reviewed Article 1 to Article 4D. Add links to references. Research notes are areas the committee looked at. Update to the board member representatives. The purpose is to have no clear majority member.

e. Moved from consent agenda:

Policy 710 - Extracurricular Transportation

Policy 418 - Drug Free Workplace and School

Policy 102 - Equal Opportunity

Policy 413 - Harassment & Violence

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Discussion:

Policy 418 - Review the prohibited list.

Policy 710 - Review the emergency situations that don't relate to transportation and keep consistent if it is also in other policies.

Policy 102 - Are all changes MSBA recommended?

Policy 413 - Policy also includes discrimination and should title be updated?

15. Items for Decision

a. Approval of World's Best Workforce

Motion to.

Moved by: Wendell Sletten Second: Maggie Burggraaff

Vote:

9-yes 0-no 0-abstain

The motion carries.

b. Approve of Executive Director community survey

Motion to send the community survey in the next month or so, check into the firewall solution, and strip email names off.

Moved by: Dan Ellingson Second: Jeff Eng

Vote:

9-yes 0-no 0-abstain

The motion carries.

c. Approve Survey Monkey cancellation

Motion to cancel the Board's survey monkey.

Moved by: Dan Ellingson Second: Jeff Eng

Vote:

9-yes 0-no 0-abstain

The motion carries.

d. Approve External Survey opportunity

Discussion:

Mr. Ellingson noted that the board will come back to this.

e. Approve Expansion next steps

Motion to have a special meeting on December 5 to discuss expansion options.

Moved by: Dan Ellingson Second: DJ Johnston

Discussion:

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Open forum will be part of the meeting. This is not a voting meeting and will be for presenting information on the options and getting community feedback before a decision by the board.

Vote:

9=yes 0=no 0-abstain

The motion carries.

f. **Approval of By-Laws to go to Admin for discussion/approval**

Discussion:

None

g. **Moved from consent agenda:**

Policy 710 - Extracurricular Transportation

Policy 418 - Drug Free Workplace and School

Policy 102 - Equal Opportunity

Motion to approve 1st reading for Policy 418, Policy 710, and 2nd reading for Policy 102.

Moved by: Jeff Eng

Second: Dan Ellingson

Vote: 9=yes 0=no 0-abstain

The motion carries.

16. **Future BOD Meeting and Workshop Agenda Items**

a. December

i. DEI Training Dec 2022 BOD Workshops

ii. Approve Financial Audit

b. January

i. Strategic Plan / Investigation Progress update

c. Policies

i. Annual review of Student Discipline and Notice of Suspension Policy 506

ii. Committee will also review 503, 506, and 620

17. **Meeting Plus/Minus**

Plus:

Board appreciates Ms. Patel's work.

Minus:

The room was cold. Very cold.

18. **Motion to adjourn at 9:47 pm.**

Moved by: DJ Johnston

Second: Maggie Burggraaff

Vote: 9=yes 0=no 0-abstain

The motion carries.

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Submitted:

Ia Xiong, Board Recorder

Approved:

DJ Johnston, Board Secretary