



Approved 4/16/2024

The monthly meeting of the MSA Board of Directors was held on:

Tuesday, March 26th, 2024

MSA Building A Room 8, 8430 Woodbury Crossing, Woodbury MN 55125.

MEETING MINUTES

Shared messages from 3/12 Workshop:

- Clear, honest and open within the law.
- Not attached emotionally and decisions based in fact/law.
- Review recordings and minutes available to the community.

1. BOD Meeting Call to Order by Chair at 5:15pm.

Vision and Mission read by Yapp

2. Land Acknowledgement

Land Acknowledgement read by Lozano

3. Roll Call of Members

Name	Present/Absent
Wendell Sletten, Chair, Teacher Member	Present
Hetal Patel, Vice Chair, Parent Member	Present (<i>arrived at 5:17pm</i>)
Isaac Leonhardi, Treasurer, Teacher Member	Present
Sarah Harms, Secretary, Teacher Member	Present
Dan Ellingson, Parent Member	Present
Jules Kinkel, Community Member	<i>Absent</i>
Brian Linzmeier, Community Member	Present
Karina Lozano, Teacher Member	Present
Mary Yapp, Parent Member	Present
Kate Hinton, Ex-officio, Executive Director	Present
Joseph Ayalew, Student Representative, Ex-officio	<i>Absent</i>
Josh Balami, Student Representative, Ex-officio	<i>Absent</i>

4. Approval of Agenda



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Motion	Motion to approve the agenda.
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Made By	Lozano	Seconded By	Linzmeier
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Discussion	Amendment of statute reference for closed session. The statute should reflect 3c versus the 3b3 reference in the agenda.
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Vote		Yes	Sletten Leonhardi Harms Ellingson Linzmeier Lozano Yapp	No	<i>None</i>	Abstain	Patel
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Decision	The motion carried.
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5. Conflict of interest

- *None declared*

6. Closed Meeting

- a. The meeting will be closed pursuant to Minnesota State Statute 13D.05. Subd. 3c. to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Excuse all members from the public in the room, and turn off Youtube video/audio.

7. Open Meeting

- a. Invite the public back to the room, and turn on Youtube video/audio.
- b. Opening meeting statement.

Statement	NTH presented us with three options with a very rough draft of buildings along with what a potential site will look like. We will be hosting a Town Hall on April 4th, 2024 at 6pm to 7:30pm. We will be sharing as much information as we have available at that time and invite everyone to attend.
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8. Open Forum

- a. Turn off Youtube video/audio
- b. *A stakeholder brought forth concerns about an investigation.*
- c. Turn on Youtube video/audio

9. Board Recognition



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- a. Black Student Union
 - i. Tonight was scheduled to recognize the Black Student Union and their contributions to the community. Due to inclement weather, the BSU members were invited to the next meeting to ensure that they traveled safely.

10. Consent Agenda

- a. Approval of 24-25 calendar update
- b. Liability Building Insurance Renewal
- c. First Reads
- d. Second Reads

Motion	Motion to approve the consent agenda.
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Made By	Lozano	Seconded By	Linzmeier
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No discussion or vote called. After this meeting, a special meeting was called for 04/02/2024 during the BOD workshop to continue the motion.

11. Approval of Minutes

Motion	Motion to approve the minutes.
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Made By	Leonhardi	Seconded By	Harms
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Discussion	The closed meeting session number 3 should reference statute subdivision 3c versus 3b3.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Linzmeier Lozano Yapp	No	None	Abstain	None
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Decision	The motion was carried unanimously.
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12. Board and Administration Reports

- a. Student Rep Reports
 - i. Absent this evening due to inclement weather. The BOD looks forward to their report at the next meeting.
- b. Board Report
 - i. Charter School Day at the Capitol was very successful. Event was hosted by the Minnesota Association of Charter Schools. Members Sletten and Yapp, and Administration members Hinton and Raymond attended.

Charter schools currently do not receive funding for school safety. Public officials met with were not aware of the differences between funding for a charter school versus other public schools. A report came out this afternoon that on 3/27/24 the Senate Finance Committee is going to be taking up the school safety aid bill.

If the school safety bill for charter schools passes, it is approximately \$25,000 for the school. This bill would allow us to receive these funds. A reminder was given that levy bills do not go towards school lease aid.
 - ii. Workshop notes from 3/12/24 workshop are attached to the BOD agenda.
 1. During the workshop, there was discussion around policies passed in the consent agenda and around transparency of the BOD.
 2. Three main ideas around transparency to this board are:
 - a. Clear, honest and open within the law.
 - b. Not attached emotionally and decisions based in fact/law.
 - c. Review recordings and minutes available to the community.
 - iii. The BOD chair is in the process of finalizing documents with Team Works for the Executive Directors review. Invites individuals involved in the process last year to assist. Process will not happen until May, per October's agreement.
- c. Executive Director Report
 - i. Expansion update- closed session tonight to discuss three properties and characteristics of the properties, presented by NTH. Expansion Committee meeting this Thursday. They will be finalizing the plan for the Town Hall on 4/4/24 at 6pm in the Great Hall and share all information that is publicly available.
 - ii. Enrollment- provided an overview of the projections.
 - iii. Budget- working through PSEO numbers for next year. Expecting growth in PSEO due to growth in 11th and 12th grade. A draft budget will be available for approval in May. The finance committee will have a rough draft to review in April.



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1. New positions for 24-25 will be Business Teacher, Health/PE Teacher, and Dean of Students (replacing the Assistant Principal position).
 2. Seeking to add an Instructional Coach by realignment of some duties of current staff. Potential to add a 0.5 Community Engagement to help engage with families and bring people in.
 3. Special Education staffing needs will be determined based on enrollment.
 4. Working with staff on instructional materials and supplies planning for next school year.
 5. Reviewing contracted services for opportunities.
- iv. Human resources transactions- recommendation to remove very part time hourly staff and coaching staff in the future from the report due to the potential of inaccuracy and turnover. If a conflict of interest was present, it would be included. The Human Resources transactions will be moved to the consent agenda going forward.
- v. Food Program
1. Engaging with vendors that feel confident in being able to provide a lunch program to our school with the current space. There is a bid process with the state. Families would like to have food provided, and Dr. Hinton is working on how to move forward with this. A contract would be brought forth to the BOD for approval, if a vendor comes forth from the bid process.
- d. Finance Committee Report
- i. Overview of finance committee minutes and reports provided by the Treasurer.

Motion	Motion to approve the February financials.
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Made By	Leonhardi	Seconded By	Patel
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Discussion	The link title to the March finance meeting minutes was labeled incorrectly, but brought to the correct document. Clarification of the process of funds being carried over, when approved by Administration.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Linzmeier Lozano Yapp	No	<i>None</i>	Abstain	<i>None</i>
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Decision	The motion carried.
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- e. Governance Committee Report
 - i. Process of reviewing policies has been cleaned up.
 - ii. At the next workshop a three year plan will be determined with policy review moving forward and a calendar.
 - iii. Concern brought forth regarding how policies are reflecting other voices. Example was given that at the March Governance meeting, only BOD members were present. Question on where the other members of the committee were lost.
 - 1. Concern that the meeting commitments and volume of reading needed may be overwhelming to parents and staff members. Members come when they are available to and contribute valuable insight when they do.
 - 2. Schedule for the Governance Committee will be more manageable next school year.

13. Action Items

- a. Belize Trip- Science Department
 - i. Overview provided by Teacher Meleck.
 - 1. Focus on ecology in Belize and other aspects of science.

Motion	Motion to approve the biology trip to Belize in June 2025.
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Made By	Ellingson	Seconded By	Yapp
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Discussion	Any student who has completed their biology requirement is eligible. Our current juniors will be graduating seniors and are still considered MSA students until June 30th and would be eligible for this trip.
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Linzmeier Lozano Yapp	No	<i>None</i>	Abstain	<i>None</i>
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Decision	The motion carried.
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b. Policy 613- Graduation Policy

- i. Currently there is not a graduation policy in place, only procedures. The model policy is based on the current MSBA policy. There are no changes to current graduation requirements in this policy.
 - 1. One credit of calculus remains a requirement, which is not a requirement of the State of MN.
 - 2. Use of world language for five years world language progression remains under the electives.
 - 3. Governance committee will meet on April 8th. The first read of this policy was approved tonight, but put in the action items for discussion due to MSA not previously having this policy.
 - 4. Updates will be made as state requirements change.

14. Future BOD Items

- a. Workshop on 04/02/24. The Board Chair will have an agenda later this week to the BOD.
- b. Budgetary planning underway for the 24-25 school year.
- c. Plan for graduation.

15. Motion to Adjourn

Motion	Motion to adjourn.
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Made By	Linzmeier	Seconded By	Lozano
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Vote		Yes	Sletten Patel Leonhardi Harms Ellingson Linzmeier Lozano Yapp	No	<i>None</i>	Abstain	<i>None</i>
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Decision	The motion carried.
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Meeting adjourned at 7:11pm

Submitted: Shauni Holt, Board Recorder

Approved: Sarah Harms, Secretary