

**Approved**  
January 9, 2003

**Meeting Minutes**  
**Board of Directors Meeting**  
**Math & Science Academy**

Thursday, December 5, 2002, 6:30 PM  
8430 Woodbury Crossing, Woodbury, MN 55125

1. Call to order at 6:34 PM by Susan Mooney (Chair)
2. Roll Call of Members:

Melissa Molin	Julie Close
Susan Mooney	Maggie Burggraaff
Carrie Bartz	Josh Minsley
Paul Simone (ex-officio)	Alan Moorhead (absent)
Peter Sadowski (late)	Justin Gehring (student rep.)
Mary Pat Mesler	
3. Approval of Agenda  
Motion: Approve agenda  
Moved by: Carrie Bartz      Seconded by: Susan Mooney      Vote: 7-0-0
4. Open Forum: none
5. Approval of Meeting Minutes for the meeting of November 11, 2002
  - Correct spelling of Maggie Burggraaff's name in item 3Motion: Approve November 11, 2002 Board of Directors Meeting Minutes, as corrected  
Moved by: Maggie Burggraaff      Seconded by: Mary Pat Mesler      Vote: 6-0-1
6. Consent Agenda
  - a) Approval of revised extra-curricular contract for Joshua Minsley  
Motion: Approve consent agenda  
Moved by: Susan Mooney      Seconded by: Maggie Burggraaff      Vote: 6-0-1
7. Financial Report: Paul Simone reported that we are waiting for a corrected report from Non-Profit Solutions.
8. Chair's Report: none
9. Standing Committee Reports:
  - a) Budget: none
  - b) Building/Maintenance: JBT Landscaping shoveled after snowfall
  - c) Enrollment: (see New Business 11a.)
  - d) Personnel (staffing): none
  - e) Technology: Josh Minsley reported that due to the conversion of a computer lab to classroom this year, we need to make more computers available to students. A wireless mobile computing lab is being purchased to make computers available to more students. 16 laptops will be ordered on December 6, 2002. We still need to purchase eight additional laptops to fill the mobile wireless computer lab. The Technology Committee and the Parent Team presented a fund-raiser flyer to be sent to parents explaining the need and asking for monetary donations.  
Motion: Approve the technology fund-raiser as described in the flyer presented by Josh Minsley.  
Moved by: Susan Mooney      Seconded by: Melissa Molin      Vote: 7-0-0
  - f) Parent Team: The Parent Team is working on grade-level pot luck dinners and January Open House. There was discussion at the last meeting about funding for traditional activities such as Pi Day and Mole Day. The next meeting will be held on December 12, 2002 at 7:00 PM.
  - g) Policy: Carrie Bartz reported that the committee is continuing to review and revise policies. The committee will probably bring policies to the January Board of Directors meeting for initial reading.
10. Old Business
  - a) Review of MSA By-Laws  
Discussion was held at the November 7, 2002 Board of Directors meeting regarding the term of the student representative. The current By-Laws state that the term is June 1 through May 31. A motion was made to change the term to be coincidental with the terms of the teachers and parents which is January 1 through December 31. Additionally, students in grades 9 through 11 would be eligible to be elected. Currently students in grades 9 through 12 are eligible. The motion passed by a vote of 6-0-1 at the November 7, 2002 meeting.  
Motion: Approve the amended By-Laws  
Moved by: Maggie Burggraaff      Seconded by: Josh Minsley      Vote: 4-4-0 (failed)
11. New Business

a) Enrollment for 2003-2004 school year

Paul Simone reported that on November 26, 2002, letters were sent to parents/guardians of all students on the current waiting list asking if they wish to remain on the waiting list. A postcard indicating their wish to remain on the waiting list was included with the letter. The parents/guardians must respond by December 13, 2002 or their student(s) will be removed from the waiting list. Recommended dates for the 2003-2004 enrollment process:

- Online enrollment for the 2003-2004 school year - January 6 through February 21, 2003
- Open House for prospective students and families will be on January 23, 2003
- A lottery for 6<sup>th</sup> grade only will be held on March 6, 2003

Motion: Accept recommended dates for the 2003-2004 school year enrollment process.

Moved by: Josh Minsely Seconded by: Maggie Burggraaff Vote: 8-0-0

Paul Simone also reported that a letter of intent to return will be sent to parents/guardians of current students on January 10, 2003 and will be due back in the school office on January 28, 2003.

12. Information

- a) The Graduation Committee has been selected. There will be a tour of the graduation facility on December 6, 2003 at 3:00 pm
- b) Scott Flemming (MACS- school improvement) is scheduled for February 6, 2003
- c) Board of Directors members as of January 9, 2003 meeting  
New Teacher Members: Stacy Bartlett, Darrel Schoeberlein and Ken Thielman  
New Parent Members: Peter Sadowski and Alan Moorhead  
Returning Teacher Members: Josh Minsley, Melissa Molin  
Returning Parent Members: Carrie Bartz, Julie Close
- d) Our Lease aid has been approved
- e) Paul Simone received a letter from Jodi Schmidt, Senior Auditor at the Department of Children Families and Learning stating that the audit of the 2000-2001 general education and 2000-2001, 2001-2002 compensatory revenue indicate no adjustments are needed.

13. Future Agenda Items

- a) Regular Board Meeting  
b) Workshop Meeting – discussion of officer selection

14. Next BOD workshop: January 9, 2003 at 5:30 PM

Next BOD meeting: January 9, 2003 at 6:30 PM

Motion: The next Board of Directors workshop meeting to be held January 9, 2003 at 5:30 PM followed by a regular Board of Directors meeting at 6:30 PM

Moved by: Susan Mooney Seconded by: Peter Sadowski Vote: 8-0-0

15. Adjourn

Motion: Adjourn at 7:27

Moved by: Susan Mooney Seconded by: Melissa Molin Vote: 8-0-0

Respectfully submitted,

Carrie Bartz, Secretary