



# MINNESOTA MATH AND SCIENCE ACADEMY

## **BOARD OF DIRECTORS** **REGULAR MEETING AGENDA**

**Date:** Apr 24, 2017  
**Time:** 5:30 P.M.  
**Location:** 169 Jenks Ave. St. Paul, MN 55117

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- I. Roll Call
  - II. Public Comment
  - III. Approval of Previous Meeting Minutes
  - IV. Approval of Agenda
  - V. Financial Reports
  - VI. Board nominations – Nominating Committee
  - VII. Budget proposal for FY18
  - VIII. Staffing needs and staff salary discussion
  - IX. Bus company contract review
  - X. MACS membership renewal
  - XI. School policy book
  - XII. Sponsor Items
  - XIII. Management Company Items
  - XIV. Discussion of Academic Performance and Principal's Report
  - XV. Any Other Business
- Adjournment

# ***MMSA Board of Directors Meeting Minutes***

## **I. Roll call**

Dr. Asdemir called to order the regular meeting of the MMSA Educational Board at 5:42 p.m. on Apr 24, 2017 at MMSA school building. The following persons were present: Dr. Ozer Asdemir (President), Dr. Serkan Gunpinar (Board member), Dr. Gene Scapanski (Board member), Mrs. Shukri Said (Board member), Mr. David Disli (Concept Schools Representative), Mr. Murat Oguz (Executive Director), and Mr. John Cairns (school lawyer). Mr. Mustafa Sir joined the meeting shortly after 6 p.m. Mr. Hasan Damar (Business manager) joined via video conference.

## **II. Public comments**

There is no public comment.

## **III. Approval of previous meeting minutes**

Board members reviewed the minutes from the last meeting. After the review, Dr. Gunpinar moved and Dr. Scapanski seconded to approve the previous meeting minutes.

Approved unanimously.

## **IV. Approval of Agenda**

Board members reviewed the agenda. After the review, Dr. Gunpinar moved and Dr. Scapanski seconded to approve the agenda.

Approved unanimously.

## **V. Financial Reports**

Mr. Damar presented the current financials including income statement, balance sheet, and statement of cash flow. After the review of financials, Dr. Gunpinar moved and Dr. Scapanski seconded to approve the financial reports.

Approved unanimously.

## **VI. Board nominations – Nominating Committee**

Mr. Oguz and Dr. Asdemir informed the Board that there were 3 community members, 2 parent, and 3 teacher nominations for the upcoming election. Dr. Asdemir asked Mr. Cairns to verify whether election timeline and materials were in order. Mr. Cairns also answered some questions regarding the Board election.

After the discussions, the nominating committee accepted all nominations and asked Mr. Oguz to prepare the slate and ballots accordingly.

Dr. Scapanski moved and Mrs. Said seconded to approve the nominating committee's decision.

Approved unanimously.

#### **VII. Budget proposal for FY18**

Mr. Oguz and Mr. Damar presented the budget proposal for FY18. It was prepared based on 570 students which includes the new 9<sup>th</sup> grade students. The proposed budget also included an average of 10% increase in staff salaries to accommodate the new salary scale. After the review, Dr. Scapanski moved and Mrs. Said seconded to approve the proposed budget for FY18.

Approved unanimously.

#### **VIII. Staffing needs and staff salary discussion**

Mr. Oguz presented the additional staff positions that will be opened the following year. He also submitted the new salary scale that was brought to the Board's attention during the last meeting. The new salary scale employs a traditional steps/lane structure. One applied, it will generate an average 8% increase in the returning staff's salaries. After the review, Dr. Scapanski moved and Dr. Gunpinar seconded to approve the proposed budget for FY18.

Approved unanimously.

#### **VIII. Bus company contract review**

Mr. Oguz informed the Board that despite some persisting problems there had been great improvement in the bus company's services. Nonetheless, the school reached out to 5 different companies and requested bidding quotes for 2017-18 school year. Mr. Oguz informed the Board that only 3 were able to accommodate the requests of the school which included surveillance cameras in all vehicles, smartphone application for parents to access real-time bus arrivals, GPS monitoring rights for the school to view the location of all buses, radio for school personnel to communicate to all drivers directly, diverse group of drivers, provision of bus aides when necessary (with extra cost), quarterly driver meetings with school personnel to review progress.

After the discussions, Dr. Scapanski moved and Dr. Gunpinar seconded to authorize Mr. Oguz to make the final decision on the bus company.

Approved unanimously.

#### **IX. MACS membership renewal**

Mr. Oguz presented the annual membership renewal information for MACS.

Dr. Scapanski moved and Mrs. Said seconded to renew the membership.

Approved unanimously.

**IX. XI. School policy book**

Mr. Oguz presented the revised edition of the policy book as revised and edited by our school lawyer. Mr. Cairns informed the Board about changes he made in the recommended policy book. After the review, Dr. Scapanski moved and Dr. Gunpinar seconded to authorize Mr. Oguz to make the final decision on the bus company.

Approved unanimously.

**X. Sponsor items**

There were no items from the Sponsor.

**XIV. Management Company Items**

Mr. Disli briefed the Board about the latest events at Concept Schools.

**XV. Discussion of Academic Performance and Principal's report**

Mr. Oguz informed the Board about the MCA testing that was in progress, students who participated in CONSEF and RoboCON, and their achievements, and upcoming science fair, art gala, and international night.

**XIV. Any Other Business**

Mr. Oguz presented the Board meeting schedule for 2017-18 school year.

**XV. Adjournment**

Dr. Asdemir adjourned the meeting at 8:43 p.m.