



MINNESOTA  
**MATH AND SCIENCE ACADEMY**

**BOARD OF DIRECTORS**

**REGULAR MEETING AGENDA**

**Date:** Oct 3, 2016  
**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. Policy for Purchase of Group Health Insurance
  - VII. Bonus for Enrollment Efforts and Testing Scores
  - VIII. Signing of Board Assurances
  - IX. Personnel Policies Update
  - X. New School Building Discussions
  - XI. Approval of Addendum to Lease
  - XII. Approval of New Staff Members
  - XIII. Sponsor Items
  - XIV. Management Company Items
  - XV. Discussion of Academic Performance and Principal's Report
  - XVI. 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 6:11 p.m. on Oct 3, 2016 at MMSA school building. The following persons were present: Dr. Ozer Asdemir (President), Mr. Ahmet Akyol (Board member), Mrs. Shukri Said (Board member), Mr. David Disli (Concept Schools Representative), Mr. Ihsan Inegol (Financial Officer), and Mr. Murat Oguz (Principal). Dr. Serkan Gunpinar, Dr. Gene Scapanski were notified absences.

## **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, Mrs. Said moved and Mr. Akyol seconded to approve the previous meeting minutes.

Approved unanimously.

## **IV. Approval of Agenda**

Board members reviewed the agenda. After the review, Mrs. Said moved and Mr. Akyol seconded to approve the agenda.

Approved unanimously.

## **V. Financial Reports**

Mr. Inegol presented the financial reports. Salary payment schedule (once a month), After the review, Mrs. Said moved and Mr. Akyol seconded to approve the financial reports.

Approved unanimously.

## **VI. Policy for Purchase of Group Health Insurance**

Mr. Oguz presented the policy for purchase of group health insurance which is required by law to be posted on our website. The school has already been practicing in the same manner; however there was not a written policy.

After the review, Mrs. Said moved and Mr. Akyol seconded to approve the policy.

Approved unanimously.

## **VII. Bonus for Enrollment Efforts and Testing Scores**

Mr. Oguz presented last year's MCA scores. The student growth and achievement gap reduction met the expectations which positively impacted the MMR rating. The proficiency scores increased in Reading and Science but declined in Math. There were many students who scored between G40-G50 which means students partially met the standards. In an effort to increase proficiency scores, Mr. Oguz proposed to offer:

- \$1,500 for testing teachers who will increase the proficiency scores by 50% or more
- \$1,000 for 30% to 49%
- \$500 for 10% to 29%

For calculation purposes, all testing students for individual teachers will be taken into consideration and proficiency scores will be compared to that of previous year's for the same students.

For 3<sup>rd</sup> grade teachers and Science teachers, the base score will be the previous year scores in 3<sup>rd</sup> grade and 5<sup>th</sup>-8<sup>th</sup> grade Science.

Mr. Oguz also proposed one-time bonus payment for 2 office staff members who worked so hard over the summer to enroll about 230 new students. The proposed bonus is to pay \$10 per each new student.

After the review, Mrs. Said moved and Mr. Akyol seconded to approve the policy.

Approved unanimously.

#### **VIII. Signing of Board Assurances**

The Board members duly signed the Board assurances as required by the authorizer.

#### **IX. Personnel Policies Update**

Mr. Oguz informed the Board members that our school lawyer was revising all Concept recommended personnel policies. Mr. Oguz will have the revised policies included in the Board agenda once they are ready.

#### **X. New School Building Discussions**

Mr. Oguz informed the Board about the challenges about searching for the new building. He also said that a meeting with the authorizer to discuss the prospect of opening another school would be happening soon.

#### **XI. Approval of Addendum to Lease**

Mr. Oguz informed the Board that the budgeted student numbers were 498 and lease amount (\$726,910) was agreed upon accordingly. At the beginning of the school year, NPL had informed Mr. Oguz that the lease amount needed to be increased to \$751,900 to cover the repayment of additional construction costs.

The Board reviewed the request and established that such an increase would not be possible under the financial circumstances. Dr. Asdemir said he would talk to the Board of NPL and present our case.

After the discussions, Mrs. Said moved and Mr. Akyol seconded to approve the addendum to lease with the original amount of \$726,910.

Approved unanimously.

#### **XII. Approval of Staff Members**

Mr. Oguz presented the list of all new hires as well as staff who resigned. The reasons for resignations were discussed. Mr. Oguz emphasized on the importance of supporting teachers to avoid any mental exhaustion.

After the discussions, Mrs. Said moved and Mr. Akyol seconded to approve the new hires.

Approved unanimously.

#### **XIII. 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 of the following:

- MCA proficiency scores and growth measures
- Student enrollment numbers

#### **XIV. Any Other Business**

In the month of September, due to funding discrepancies, Concept had to lend a short-term loan to MMSA. Such amount was only needed for two days (from Sept 28<sup>th</sup> till Sept 30<sup>th</sup>) so as to authorize direct deposit payments of staff salaries. The school does not have any line of credit with BMO bank.

After discussions of this matter, Mrs. Said moved and Mr. Akyol seconded to approve that in the event of any need for immediate fund, a short-term loan for upto two months and upto \$100K can be received from Concept. Meanwhile, the school will start the line of credit application with BMO bank for upto \$300K.

#### **XV. Adjournment**

Dr. Asdemir adjourned the meeting at 7:48 p.m.