



MINNESOTA MATH AND SCIENCE ACADEMY

BOARD OF DIRECTORS **REGULAR MEETING AGENDA**

Date: *Sept 27, 2017*
Time: *5:30 P.M.*
Location: *169 Jenks Ave. St. Paul, MN 55117*

- I. Roll Call
- II. Public Comment
- III. Approval of Previous Meeting Minutes
- IV. Approval of Agenda
- V. Financial Reports
- VI. Budget review based on final ADM
- VII. Authorizer – Board practices review
- VIII. Signing of Board Assurances
- IX. Update on MMSA high school expansion
- X. Approval of Addendum to Lease
- XI. Authorizer Items
- XII. Management Company Items
- XIII. Discussion of Academic Performance & Principal's Report
- XIV. Any Other Business
- XV. Adjournment

MMSA Board of Directors Meeting Minutes

I. Roll call

Dr. Asdemir called to order the regular meeting of the MMSA Educational Board at 5:52 p.m. on Sept 27, 2017 at MMSA school building. The following persons were present: Dr. Ozer Asdemir (President), Mrs. Mariah Jungles (Board member), Dr. Serkan Gunpinar via video conference (Board member), Mr. David Disli (Concept Representative) and Mr. Murat Oguz (Executive Director). Mr. Hasan Damar (Business manager) also joined via video conference. Dr. Mustafa Sir joined the video conference at 6:12 pm. Mr. Nur Dirie Nur was notified absence.

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. Jungles moved and Dr. Gunpinar 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 Mrs. Jungles 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. He also briefed about the transition to Skyward accounting software. He shared information on the timeline for the upcoming financial audit. Dr. Asdemir asked for financials to be e-mailed to Board at least 3 calendar days before the scheduled meetings. Mr. Oguz duly provided more information on key areas of financial oversight and interpreting financial statements.

After the review of financials and relevant discussions, Mrs. Jungles moved and Dr. Gunpinar seconded to approve the financial reports.

Approved unanimously.

VI. Budget review based on final ADM

Mr. Oguz informed the Board that a budget review meeting would happen following week so as to advise the Board on necessary updates.

VII. Authorizer – Board practices review

Dr. Asdemir informed all Board members that the authorizer created a rubric to observe Board practices and shared with him. He will share the rubric with other members and work on a plan to address areas of improvement.

VIII. Signing of Board Assurances

Mr. Oguz provided a copy of the Board assurances that were required for Lease Aid application. All Board members present signed the forms and others duly submitted via email.

IX. Update on MMSA high school expansion

Mr. Oguz informed updated the Board that the Site Expansion application for high school was submitted and pending MDE approval. The final approval will be announced around mid-November. The Board will discuss the possibility of moving in Fall 2018 during January meeting.

X. Approval of Addendum to Lease

Mr. Oguz provided a copy of the Addendum to Lease agreement as prepared by New Plan Learning (the landlord) and agreed by the Board during budget meeting. Mrs. Jungles signed the document on behalf of the Board.

XI. Authorizer items

There were no items from the Authorizer.

X. Management Company Items

Mr. Disli informed the Board that Concept Schools had asked all school administrations to conduct a comprehensive needs assessment and develop a school improvement plan (SIP). Once SIPs are reviewed, Concept Schools Academic Team will decide priority schools and arrange visits for support and guidance. Mr. Disli also recommended that school organizes a hurricane relief fundraiser in partnership with the parent-teacher organization.

XI. Discussion of Academic Performance and Principal's report

Mr. Oguz informed the Board about the ongoing NWEA MAP, District Assessment, and ACCESS tests. EL students were identified and services started. Data analysis meetings with the individual teachers will start immediately after the tests are complete.

Dr. Asdemir asked for an annual event calendar to be shared with the Board in a timely manner.

XII. Any Other Business

Mrs. Jungles inquired about the purchase of the new EL curriculum that the EL department requested. Mr. Oguz informed that it was pending the budget review and grant applications. Mrs. Jungles also presented a letter submitted by a teacher regarding the installation of an additional playground. Due to the high cost of this project, the Board agreed that it was not possible to grant the request at this time.

XII. Adjournment

Dr. Asdemir adjourned the meeting at 8:12 p.m.