

**ROCHESTER STEM ACADEMY BOARD MEETING
WEDNESDAY APRIL 6TH 5-7 PM
ROCHESTER MATH & SCIENCE ACADEMY, ROCHESTER, MN**

AGENDA

- I. Call meeting to order – 10 min
Introduction of guests – Bryan Rossi
Review and approval of agenda
Review and approval of board minutes from March 16th meeting

- II. Committee Reports – 40 min
Facilities – 15 min – Muaath
Personnel – 15 min - Sarah
Finance – 5 min - Farhan
Policies – 5 min - Muaath

- III. Start up Coordinator Updates – 60 min – Sarah and Jeanne
Employee manual
Parent/child handbook
Marketing brochure
Procurement policy
Expense reimbursement policy
E&O liability insurance
Articles of Incorporation
Budget Update
The visit to Baltimore Polytechnic Institute
School Business Management (voting necessary)
Student Enrollment Form/Student Intake Process
Formation of Partnership Committee (voting necessary)
School Calendar (voting may be necessary)
Timeline for hiring additional contractors and staff
Rochester STEM Academy Leadership Summit

- IV. New Business – 5 min - Jill
Tentative Board schedule:
Wed April 20 5-7 PM
Wed May 18 5-7 PM
Wed June 15 5-7 PM

- V. Adjournment