

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Wednesday, September 20, 2017, 6:55-8:10

STEP ACADEMY's Campus
835 East 5th Street
St Paul, MN 55106

6:50 P.M. WELCOME FROM BOARD CHAIR

Members Present: Dr. Sandra Olmsted, Dr. Tamany AbouAiad, Khadar Yassin, Deborah Bartlett
Members absent: Mustafa Hurreh, Amina Mohamud, Abdirahman Hassan
STEP Academy: Dr. Mustafa Ibrahim

6:55 ROLL CALL

Dr. Sandra Olmsted opened the meeting by welcoming all board members and guests that were present.

7:00 APPROVAL OF AGENDA

The Agenda was approved unanimously approved by roll call vote.

7:05 APPROVAL OF MARCH BOARD MINUTES

August 16th board meeting minutes was approved, seconded and carried.

7:10 ENROLLMENT and ACADEMIC REPORT: Mustafa Ibrahim

A new school counselor has been hired and started this week. Two new Education Assistants have also been hired to support students in the classroom. A new Office Manager has started this week as well. There are about 400 students currently enrolled and 28 are PSEO students. The elementary through eighth grades are filled and secondary has a few slots open. The Formative Assessment System for Teachers (FAST), which is a reading and math benchmark test, has been administered to all students. Results are used to place students in groups for intervention services.

7:25 JULY & AUGUST 2017 FINANCIAL REPORT: Tracey Fiereck and Mustafa Ibrahim

The July and August 2017 financials were examined. The financial report was read and discussed with the group. The statement looked good and was accurate. The school is in good viable position. The line of credit that was approved in August was not needed as MDE updated our Electronic Data Reporting System (EDRS) to reflect our increase in enrollment. A motion was made to approve the July and August 2017 financial report, it was seconded, and all present approved.

8:10 ADJOURN

The meeting was adjourned at 8:10pm by unanimous vote.

