

**STEP ACADEMY**  
**Science, Technology, and Engineering Preparatory Academy**  
**Board of Directors Meeting**  
**Tuesday, April 19, 6415-8:20 P. M**

**STEP ACADEMY's Campus**  
**4100 East 66<sup>th</sup> Street**  
**Inver Grove Heights. MN 55076**

**6:45 P.M. WELCOME FROM BOARD CHAIR:**

**CALL TO ORDER AND ROLL CALL:**

**Members present:** Dr. Sandra Olmsted, Dr. Mohamed Aden, Abdirahman Hassan, Amena Abdullah, Mustafa Hurre and Dr. Tamany AbouAiad

**Members absent:** Khadar Yassin

**Administration:** Dr. Mustafa Ibrahim and Mohamed Abdurahman

**Guest(s):** None

**APPROVAL OF THE APRIL 19, 2016 AGENDA**

**6:55 P.M. APPROVAL OF THE March 15 BOARD MINUTES**

March minutes approved without any corrections.

**7:05 PM. MARCH 2016 FINANCIAL REPORTS and BUDGET REVISION**

MARCH 2016 Financial statements were carefully reviewed and approved unanimously by all board members. Balances are normal and the school is in viable financial condition. Board also discussed the budget revision. Motion to approve the revised budget was brought by Dr. Mohamed, Abdirahman seconded, all in favor and motion passed unanimously.

**7:40 P.M. Significant Expansion or Replication Application, Enrollment and Academic Reports**

Mustafa Ibrahim gave an overview of Academic Report and updates. The school operation and daily routines are going smoothly, MCA started on April 11 and will continue until Friday May 9. . STEP Academy will submit a formal PreKg-5<sup>th</sup> grade expansion application to the MDE, the deadline for the application is on Monday, April 18, 2016.

**8:20: Other Business: Board Training:** March 23 at University of Saint Thomas. Mustafa will make sure all the registration and dates are correct and will send a confirmation email to all board members.

**Board Election:** A notice informing the upcoming election and inviting interested parents, teachers and members of the community to apply for the nomination has been discussed and instructed to the school administration to send the notice and board application.

**Workshop on School Policies:** Mustafa will contact to Cindy Lavorato for training timeline and will report to the board about the date and time for the training.

**ADJOURNMENT:** Motion to adjourn the meeting was brought by Dr. Olmsted and approved by all board members. Meeting was adjourned at 8:30pm