

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Tuesday August 16, 2016, 6:45-8:45 P. M

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

6:45 P.M. WELCOME FROM BOARD CHAIR

Members Present: Dr. Sandra Olmsted, Dr. Tamany AbouAiad, Dr. Mohamed Hagi Aden, Abdirahman Hassan and Mustafa Hurre.

Members absent: Khadar Yassin.

STEP Academy: Mustafa Ibrahim, Mohamed Abdurahman and Traci Moore

6:50 ROLL CALL and introduction of visitors: Dr Sandra opened the meeting by welcoming all board members and guests.

6:55 APPROVAL OF AGENDA

The Agenda was unanimously approved by role call vote.

7:00 APPROVAL OF THE July 19 and August 2, 2016 BOARD MINUTES

July 19 and August 2 meeting minutes were reviewed. Dr. Mohamed made a motion to approve the July 19 and August 2, 2016 meeting minutes, Dr. Tamany seconded, all were in favor. The meeting minutes were unanimously approved.

7:10 IT investigation of possible “hacking” of STEP Academy internal communications: Travis Keman.

Travis shared with the board the current status of the STEP Academy's IT infrastructure and the safe guard that is in place. Travis also shared with the board his internal investigation as soon as he heard the issue from the Executive Director. According to Travis, no one sent an email from STEP Academy's computers to anyone outside to the Board of Directors or those who were invited to attend the board meeting. The issue is still a mystery and Board will continue to investigate until a satisfactory answer is obtained.

7:20 Introduction of the New Academic Dean: Traci Moore.

With great enthusiasm, STEP Academy welcomes the new Academic Dean Traci Moore. Traci will supervise all STEP academy teachers and Educational Assistants. Traci is passionate about improving teaching and learning for diverse populations and continuing to strive for an ever more engaging and nurturing environment for all students. In the past she worked on projects from staff development and student achievement based goal setting, to school improvement and intervention problem solving

Traci described her experience, having spent part of the 2012-2013 school year in Singapore learning about their high functioning education system.

During her presentation to the STEP Academy Board, Traci has emphasized her experiences in observing and coaching teachers, leading literacy initiatives, and facilitating professional learning communities. She talked about STEP Academy's Q-Comp application and the alternative modal that STEP Academy administration would like to implement.

7:30 June 2016 FINANCIAL REPORTS: Tracey Fiereck and Mustafa Ibrahim

Tracey Fiereck of cmERCD on conference call explained the July financial reports. Financial statements were carefully reviewed and approved unanimously by all board members present by vote call. Balances are normal and the school is in a viable financial condition. Dr. Tamany made a motion to approve the July financials, Dr. Mohamed seconded, unanimously approved.

7:40 Update to the Board concerning the lawsuit filed against us by MET (Dr. Sandra)

For the last month, Dr. Sandra and Mustafa have been meeting and discussing the MET/STEP issue with Joan M Quade from Barna, Guzy & Steffen, LTD group and Seth Leventhal from LECENTHALL PLLC. Dr. Sandra shared the steps that the school Board should take in order to solve this issue through mediation and involvement with the Somali community leaders.

8:00 ENROLLMENT AND ACADEMIC REPORTS. Mustafa Ibrahim

Teacher hiring: Contracts have been offered to all teachers and Educational Assistants. August 29 is the start date for school this year. There were more than 70 new student applications, and we are expecting to start about 260 students.

8:30 ADJOURN.

Mustafa Hurre made a motion to adjourn the meeting, Dr. Mohamed Hagi-Aden seconded, and all were in favor. Meeting was adjourned at 8:30pm