

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy
Board of Directors Meeting
Tuesday, December 15, 2015, 6:45-8:20 P. M

STEP ACADEMY's Campus
4100 East 66th Street
Inver Grove Heights. MN 55076

6:45 P.M. WELCOME FROM BOARD CHAIR: Two parents were introduced.

6:50 P.M CALL TO ORDER AND ROLL CALL:

Members present: Dr. Sandra Olmsted, Khadar Yassin, Dr. Tamany AbouAiad, Dr. Mohamed Aden, and Abdirahman Hassan

Members absent: Amena Abdullah

Administration: Dr. Mustafa Ibrahim

Guests: none

6:55 P.M. APPROVAL OF THE AGENDA

7:00: P.M. APPROVAL OF THE NOVEMBER, 2015 BOARD MINUTES

November minutes approved unanimously with some corrections on budgeted enrollment

7:05 P. M. ENROLLMENT AND ACADEMIC REPORT.

Mustafa gave an update on current enrolled student increased to 237 equivalent to approximately to 260 ADM (on target). This does not include 6 news students who are yet to start. We initially budgeted for 259 ADM. Twenty-two students are PSEO. The credits earned at PSEO are transferable to local colleges and universities.

Dr. Tamany updated about students assessments including OLPA, MCA. It is an opportunity to assess each student's areas of strength and weakness and his or her specific needs. There is free Math and Language Arts after school tutoring on every Monday and Wednesday.

Mustafa discussed FYI (behavioral correction) if less than 5 can go to educational field trip. If >5, will have lunch detention.

Lease aid update. The landlord (MET) has not yet written the letter to STEP Academy describing the preferred tenant discount.

Dr. Sandra has updated about the board vacancy and the interest of two parents. Ashor Gurey must send his application to Mustafa. The terms of Board members Khadar Yassin, Dr.

Mohamed Aden, and Abdirahman Hassan are expiring in May 2016. The process of application with a letter of intent to continue to serve to be submitted by these members.

7:30 P. M. OCTOBER 2015 FINANCIAL REPORTS

Tracy Fiereck and Mustafa Ibrahim went over November, 2015 financial reports/statements. Balances are normal and the school is in viable condition. We are on target where we should be at time of the year.

7:45P.M. OTHER BUSINESS:

Review of lease agreement with Sacred Heart Church property owner is still in the process. Parents' suggestions regarding location to move the school next year were discussed.

MDE sent an email asking to Identify Official with Authority (IOwA). Mustafa Ibrahim has been approved to be the official authority.

Statement of Assurance of compliance with State and Federal Law Prohibiting discrimination at school was reviewed and approved by board members.

8:30 P.M. ADJOURNMENT: Motion to adjourn the meeting was brought by Dr. Olmsted and approved by all board members. Meeting was adjourned at 8:35pm