

**STEP ACADEMY**  
**Science, Technology, and Engineering Preparatory Academy**

**Board of Directors Meeting**  
**Wednesday January 18, 2017, 7:45-8:10 P. M**

**STEP ACADEMY's Campus**  
**835 East 5<sup>th</sup> Street**  
**St Paul, MN 55106**

**7:45 P.M. WELCOME FROM BOARD CHAIR**

Members Present: Dr. Sandra Olmsted, Mustafa Hurreh, Khadar Yassin, and Deborah Bartlett  
Members absent: Dr. Tamany AbouAiad and Abdirahman Hassan,  
STEP Academy: Dr. Mustafa Ibrahim, Fahmo Osman, Mohamed Abdurhman  
Guest: Amina Mohamud, Paul Scanlon (IQS)

**7:10 ROLL CALL and introduction of visitors:** Dr. Sandra Olmsted opened the meeting by welcoming all board members and guests that were present.

**7:14 APPROVAL OF AGENDA**

The Agenda was unanimously approved by roll call vote.

**7:17 APPROVAL OF NOVEMBER 16 BOARD MINUTES**

December 21st board meeting minutes were reviewed by all members present. A motion was made to approve the meeting minutes, Khadar Yassin seconded the motion, and they were unanimously approved.

**7:20 ENROLLMENT AND ACADEMIC REPORTS and ANNUAL REPORTS Dr. Mustafa Ibrahim**

Dr. Mustafa Ibrahim presented the information on the 2016-2017 Annual Report which explained that STEP Academy had significant growth in enrollment from the previous year. There were fifteen students in the Post-secondary Enrollment Options (PSEO) during the 2014-15 school year and this figure grew to twenty-two students in 2015-16. The MCA scores were increased in all academic areas. Academic performance has grown in Reading from 35.6 proficient in 2015 to 48.8 proficient in 2016. Math MCA scores went from 39.2 proficient in 2015 to 45.7 proficient in 2016. Science scores had the largest increase in growth, going from 22.7 proficient in 2015 to 40% proficient in 2016. It was noted that on average students who remain enrolled at STEP Academy over two years improve more than the statewide average on MCA's in Reading and in Math tests. The Multiple Measurement Ratings (MMR) for STEP Academy for 2015 was 65.8% and 2016 was 74.6%, which are very good scores as compared to other schools with comparable demographics. Currently, the students have finished taking the OLPA Reading and Math assessments. The Annual Report detailed innovative practices being implemented at STEP Academy such as the Advancement via Individual Determination (AVID) program. The future plans to expand with the addition of grades K-5 in the fall of 2017 are also

included in the Annual Report. Currently, an application was submitted for STEP Academy to be a PBIS school and we will be notified of the results later in the school year.

**7:40 2016 DECEMBER FINANCIAL REPORTS: Tracey Fiereck and Mustafa Ibrahim**

Tracy Fiereck explained December 2016 financial reports. Financial statements were carefully reviewed and approved unanimously by all board members present by roll call vote. Everything looks normal for this time of the year. There was a yearly audit on the financials and it went well. A detailed report will be provided on the yearly audit. The school is in a viable financial condition. Dr. Sandra Olmsted made a motion to approve December financials, Khadar Yassin seconded, and all members present approved.

**7:55 OTHER BUSINESS Paul Scanlon**

Paul Scanlon (IQS) discussed the communication process with the STEP parents about the MMR scores, growth and asking if they feel they are part of the community. Dr. Mustafa Ibrahim reported that there is a monthly parent meeting that parents attend and that is how the parents hear about details of the school. Dr. Sandra Olmstead discussed the board member cycle and the election that would need to be prepared for. The annual Board Cycle calendar will be prepared by Dr. Mustafa Ibrahim for next month's meeting.

**8:10 ADJOURN**

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