

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Wednesday November 16, 2016, 7:45-9:4 P. M

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

7:45 P.M. WELCOME FROM BOARD CHAIR

Members Present: Dr. Sandra Olmsted, Dr. Tamany AbouAiad, Mustafa Hurreh, Khadar Yassin, Abdirahman Hassan, and Deborah Bartlett

Members absent: Dr. Mohamed Hagi Aden

STEP Academy: Mustafa Ibrahim.

Guest: Dr. Deanne Magnusson U of Minnesota OLPD Professor

7:50 ROLL CALL and introduction of visitors: Dr. Sandra Olmsted opened the meeting by welcoming all board members and guests.

7:26 APPROVAL OF AGENDA

The Agenda was unanimously approved by roll call vote

7:51 Focus Groups at STEP

Mustafa Ibrahim introduced Dr. Deanne Magnusson and gave background knowledge about the assistance she has provided to STEP Academy teachers. Dr. Magnusson met with the teachers for a focus group to find out the strengths and weaknesses at STEP Academy and gain insights on establishing a vision and a mission. She gave information about the focus groups for STEP Academy board, parents and students that are being planned for the upcoming month.

8:35 APPROVAL OF THE AUGUST 16, 2016 BOARD MINUTES

October 19th board meeting minutes were reviewed. The meeting minutes were unanimously approved.

8:40 Update on MET and STEP Academy Legal Issue

Mustafa Ibrahim shared with the board that the communications with the Somali Community leaders has been positive. In order to solve this issue through mediation, the Somali community leaders and Imams (Imam Abdirahman Sharif, Imam Abdisalam Adam and Mohamed Mohamoud) have had a meeting with MET on behalf of STEP Academy. The meeting was positive and another update will be provided next month.

8:50 October 2016 FINANCIAL REPORTS: Mustafa Ibrahim

Mustafa Ibrahim explained October 2016 reports. Financial statements were carefully reviewed and approved unanimously by all board members present by vote call. Finances need to be moved to the food fund in order to balance the budget. A motion was made, approved and all

members present approved. The school is in a viable financial condition. Dr. Sandra Olmsted made a motion to approve October financials, Dr. Tamany AbouAiad seconded, and all members present approved.

9:00 ENROLLMENT AND ACADEMIC REPORTS. Mustafa Ibrahim

Mustafa Ibrahim gave an overview of the Academic Report and updates. New curriculum for literacy is going to be purchased for the SPED program. The NWEA assessments has been completed for the students along with ASPIRE test by ACT. Above and Beyond Tutoring will be working with STEP Academy students to provide academic tutoring after school. The tutoring program was discussed and it was decided to complete background checks on the tutors.

9:10 STEP STAFF EDUCATION REIMBURSEMENT

A discussion regarding education reimbursement for STEP employees was held and the language that would be included in the contract. Going forward, we will talk to the attorney regarding the policy that would be equitable for all staff. There was a discussion regarding paying for the past PHD program loans that Mustafa Ibrahim has incurred. Dr. Sandra Olmsted made a motion to approve STEP Academy to pay the monthly payments for Mustafa Ibrahim's past PHD program educational loans, Deborah Bartlett seconded, and all board members unanimously approved.

9:40 ADJOURN.

Khadar made a motion to adjourn the meeting, Mustafa Hurreh seconded, and all were in favor. Meeting was adjourned at 9:40.pm