

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

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

Minutes of the Board of Directors Meeting Tuesday August 18, 2015

Board Members Present: Abdullahi Ahmed, Dr. Sandra Olmsted, Khadar Yassin, Dr. Mohamed Hagi Aden, Dr. Tamany AbouAiad, Amena Abdullah, and Abdirahaman Hassan

Absent: none

Administration: Mustafa Ibrahim

Meeting was called to order at 6:55 pm; Agenda was accepted.

Minutes of the May Board Meeting and the Special Meeting August 2 were read, and the dates in the August meeting (Board Meeting dates) were corrected and both Minutes were approved by roll call vote. Minutes of the Emergency Meeting of June 30, 2015 were likewise approved by roll call vote

July 2015 FINANCIAL REPORT: Tracey Fiereck of cmERCD on conference call explained the July financial reports. She indicated that not much changes in July. Fund balances should be about \$M at the end of the year, which is good. We are at 35% in terms of Fund Balance (20% is required by law). Check register was reviewed and approved by roll call vote. The Proposed Budget for 2015-16 showed an approximate increase in \$30,400 annually due to changes in the Lease. Our finances would allow for an increase in staff, which may be needed should our enrollment increase. Motion to approve the Budget was seconded and approved unanimously by roll call vote.

May and June 2015 FINANCIAL REPORTS: Check registers for May and June 2015 were carefully reviewed. Motion to accept the May and June financial statements and check registers seconded and approved unanimously by roll call vote.

ACADEMIC REPORTS AND ENROLLMENT: Sept 8 is the start date for school this year. There were 45 new student applicants, a net gain of about 20 students. We are expecting then about 260. We have new teachers: Ali Burton (RTI), Deborah Bartlett (Special Ed), Keeley Vollmer (AVID), Luke Olson (Math-HS), Caitlin Barker (Language Arts-HS). We are still looking for a Math Corps, RTI assistant, and an Administrative Assistant. We have now 28 Staff. Those who left: Tim Smith, Maxwell Schmetter, Meredith Kooiker, Rocky Graziano, Mariam Rage, Jeff McGie, and Molly Chapman. Motion to approve contracts seconded and approved, unanimously, by roll call vote.

OTHER BUSINESS: Appointment of a committee to work toward extending authorization to extend the grades Pre-K to grade 5. Mustafa, Dr Sandra, Dr Mohamed: Motion made and seconded, approved by roll call vote. Motion to approve a correction (in number of days, to 173) was seconded and approved unanimously.

Meeting was adjourned at 8:50 pm.