

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 April, 2015

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

Absent: Abdirahaman Hassan

Administration: Mustafa Ibrahim, Mohamed Abdurahman

Guests: MET's representatives Asif Rahman and Walid Shady, representing the Landlord (MET), and IQS representative Milo Cutter.

Meeting was called to order at 7:00 pm

New Agenda item was added, as Asif Rahman explained the history of Step Academy's lease and explained his position in leasing space to Summit Academy, a newly established K-5 school, to be house in the south wing of the school building. A discussion followed: topics included concerns about "shared space," in particular the two gymnasiums and the cafeteria and kitchen facilities. Also, terms of the 2015-16 lease that showed significant increases in rent, utilities, and maintenance fees. Asif expressed dissatisfaction in the way the grounds were being maintained. Further discussion was terminated by the Board Chair in favor of items already on the Agenda at 7:25pm.

Minutes of the March Board Meeting were read, corrected as to spellings of names, and approved by roll call vote.

March 2015 FINANCIAL REPORT: Tracey Fiereck of cmERCD on conference call explained the March financial reports. She reported that total revenue and total expenditures are nearly equal and are at near 70%, which is on target for the year. There were fluctuations between February and March, but these were based on timing of income and outflow and were not unusual. The statements were carefully reviewed. Tracey indicated that next year's estimated budget will be drawn up with Mustafa and presented to the Board by May. Motion to accept the financial statements by Abdullahi and seconded by Khadar; approved unanimously by roll call vote.

ACADEMIC REPORTS AND ENROLLMENT: Dr. Tamany explained what has done for exams: MCA reading tests for middle school and 10th grades, next week MCA math tests, and ACT for 11th grade. We have applied for a Math Corps teacher. RTI is being expanded. We have 16 PSEO students including one 9th grade student. Our current enrollment is still stable at 260.

OTHER BUSINESS: Motion to approve the School Nutrition Program with Lancer Catering by Abdullahi, seconded by Mohamed Aden; approved unanimously by roll call vote. Motion to accept Cindy Lavorato's contract as the STEP Academy's general counsel made by Abdulalli, seconded by Dr Sandra, unanimous approval by roll call vote. School Calendar 2015-16 was examined carefully; it was noted that small adjustments in the calendar may always be made in the future as required. Approval of the motion to adopt the calendar was made by Khadar, seconded by Abdullahi, approved by roll call vote. Dr. Sandra brought up the point that item 10 in the teacher's contract needs review. Licensed teachers are a protected group and may not fall under "at will" language. The question will be referred to our attorney. Dr Tamany asked about the possibility of extending sick leave/personal leave total by 2 days. These two topics will be discussed at the May 19th Board meeting.

Meeting was adjourned at 8:40 pm.