

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Wednesday, December 20, 2017, 6:55-8:55

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

6:55 P.M. WELCOME FROM BOARD CHAIR

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

Members absent: Amina Mohamed, Abdirahman Hassan

STEP Academy: Mohamed Abdurahman and Traci Moore

Guest: Father Tim Norris, Sacred Heart

Guest: Mahmood Afey

6:58 ROLL CALL

Dr. Sandra Olmsted opened the meeting by welcoming all board members and guests that were present.

7:00 APPROVAL OF AGENDA

The Agenda was approved unanimously approved by roll call vote.

7:05 APPROVAL OF NOVEMBER BOARD MINUTES

November 15th board meeting minutes were approved, seconded and carried.

7:10 ENROLLMENT and ACADEMIC REPORT: Traci Moore

Traci Moore presented the 2016-17 World's Best Work Force Report Summary and discussed the information in the report. The information detailed the goals and results in closing the achievement gaps and identified needs based on the data. This report provides a long-term strategic plan to support and improve teaching. The learning profile of the students changed from the previous year to the current year. STEP Academy has purchased new curriculum as a result of the change of students to target the needs of the learners. After presenting the summary, Traci Moore presented the 2017-18 STEP Academy World's Best Work Force proposed goals.

7:45 NOVEMBER 2017 FINANCIAL REPORT: Mahmood Afey

Mahmood Afey was present to go over the finances with the board. We read the financial report and went over the statements. The statements looked good and were accurate. The school is in good viable position. We discussed the specifics in each of the sections of the financial report. A

motion was made to approve the November 2017 financial report, it was seconded, and all present approved.

7:55 STEP Academy By-Laws Review: Dr. Sandra Olmstead

A copy of the By-Laws of STEP Academy were distributed and we discussed the format to go over them. There was a discussion about the information on the website regarding board meeting minutes and agendas posted. We read the Articles I, II, and III and will continue to go over the rest of the articles in future meetings.

8:35 RENTING SPACE: Father Tim Norris

Father Tim Norris discussed the idea of STEP Academy renting space downstairs as there was discussion about this plan previously. There will be a lot of coordination in order to prepare for what the needs will be for both parties involved. Sacred Heart is behind in their schedule to move out of the downstairs space. Discussions will continue as Sacred Heart determines their future space, program, and facility needs.

8:40 CLOSED SESSION: Dr. Sandra Olmstead

Discussion about a personnel issue.

8:55 ADJOURN

The meeting was adjourned at 8:55 pm by unanimous vote.