

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday, May 29, 2019, 5:05-pm.

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

7:00 P.M. WELCOME FROM BOARD CHAIR

Members Present: Dr. Sandra Olmsted, Abdirahman Hassan, Dr. Tamany AbouAiad, Amina Mohamed, Abdulrazzaq Mursal, Deborah Bartlett, Rahima Ahmed

Members absent: Mustafa Hurreh,

STEP Academy: Dr. Mustafa Ibrahim, Exec. Director; Mahmoud Afey

Church – Father Tim Nooris, Trustees – Evelina Calderon, Jerry Lowe

Chuck Rinky

5:05 ROLL CALL

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

5:05 APPROVAL OF AGENDA

The Agenda was adjusted, approved and unanimously approved by roll call vote.

5:10 Sacred Heart Church Update

Sacred Heart Church will open up more space for STEP Academy to rent for the 2019-20 school year. There are some hold ups right now but once there is approval, this will move forward. The church will continue to use the kitchen space when needed and keep one room for an office. The spaces will be used by the church on Wednesday evenings. A proposal will be available in June and written details will be available in July.

5:35 APPROVAL OF APRIL MINUTES/MAY MINUTES

5:40 – MAINTENANCE COMPANY – Board Discussion

Look for a company to study bids for a maintenance company. Motion, second, and passed.

Keep Bill until a company is found by multiple contracts. Motion, second, and passed.

6:00 ANNUAL AUDIT REPORT – Chuck Rinkey, Chuck Rinkey, LTD

Chuck Rinkey, auditor, presented the financial statements for year-end dated June 30, 2018. Net increased about \$200,000 bringing the balance to over \$1,000,000. STEP Academy is in a very good financial situation. Findings were showing that STEP Academy is in compliance with the State of Minnesota.

6:15 April 2019 Financial Reports: Mahmood Afey, Business Manager

The April 2019 financial report was explained by Mr. Afey and discussed by the board. The school is in a good financial position and we are on track to stay financially strong.

Motion to approve April financials

7:00 Discussion of Decision Making in Teacher Assignments

There was a discussion regarding the math department staff. It was decided to keep Dr. Tamany as the math coordinator and eighth grade math as well.

A motion was made to continue to use the FAST test and seconded, and approved unanimously.

8:40 Subcommittee to Study Executive Director's 2019/20 Employment Agreement

Abdulzak, Sandra, Abdirahman will be the subcommittee members (Amina will take over for Abdirahman if needed).

8:50 ADJOURN The meeting adjourned by unanimous vote.