

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday, August 26, 2019, 5:30-7:45pm

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

5:35 P.M. WELCOME FROM BOARD CHAIR

Members Present: Dr. Sandra Olmsted, Abdulrazzaq Mursal, Deborah Bartlett, RahimaAhmed, Mohamed Shuriye, Amina Mohamed
STEP Academy: Dr. Mustafa Ibrahim, Exec. Director; Mahmoud Afey, Business Manager

5:35 ROLL CALL

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

5:40 APPROVAL OF AGENDA

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

5:45 APPROVAL OF JUNE 24th BOARD MINUTES

June 24th board meeting minutes were approved by roll call vote.

5:50 ENROLLMENT and ACADEMIC REPORT: Dr. Mustafa Ibrahim, Exec. Director

Dr. Mustafa gave a report of the staff that took over responsibilities while he was absent and the excellent job they did. Overall, everything is ready to begin the new school year. Many new staff have joined the STEP Academy team. There are approximately 80 staff in the building for the 2019-20 school year. Students in grades K-5 are coming in this week for assessments in reading and math. There is a waiting list in almost every grade. Enrollment is close to 600 students at this time.

6:15 JUNE and JULY 2019 FINANCIAL REPORTS and 2018-19 Budget Revision and 2019-20 Budget Presentation

Mahmoud Afey presented the June and July 2019 Financial Statement and explained STEP Academy's current finances. The Board carefully examined the financial report and discussed the specifics of the report. The current finances looked good and there were no discrepancies. The school is on target and on budget and we are in a good viable position. A motion was made and seconded to approve the June and July 2019 financial report, and it was approved by unanimous vote.

6:45 CONSIDERATION/DISCUSSION of STEP ACADEMY FINANCIAL SERVICES

The board discussed the proposals that have been submitted for financial services and decided it was best to form a committee to look at each proposal. A Finance Committee was formed, the

members are: Abdulrazzaq Mursal, Deborah Bartlett, Mohamed Shuriye. The committee will go over proposals. The committee will meet, ask another group to present a proposal. The Financial Committee will submit a recommendation to the Board in September.

7:29 NEW BOARD MEMBER TAKES OATH

Mohamed Shuriye was sworn in to take the oath of office for the STEP Academy Board.

7:35 RESIGNATION OF BOARD MEMBER

It is with great thanks for the work that Dr. Tamany has contributed to the Board of STEP Academy who has resigned from the Board effective August 13th, 2019. We are very sad and will miss her greatly. The Board has decided to not to replace her at this time.

7:40 BOARD OFFICERS FOR 2019-20

Abdulrazzaq is Treasurer

Deborah is Secretary

Amina is Vice Chair

Sandra is the Chair

7:45 ADJOURN The meeting adjourned at 7:45pm by unanimous vote.