

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday, September 16, 2019, 5:30-7:35pm

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, Rahima Ahmed, Mohamed Shuriye, Amina Mohamed

Members absent:

STEP Academy: Dr. Mustafa Ibrahim, Exec. Director; Mahmoud Afey, Business Manager, Paul Scanlon, IQS, Rochele Manders, IQS

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 as rearranged and unanimously approved by roll call vote.

5:45 APPROVAL OF August 26th BOARD MINUTES

August 26th board meeting minutes were approved by roll call vote.

5:50 AUGUST 2019 FINANCIAL REPORT: Mahmood Afey, Business Manager

Mahmoud Afey presented the August 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 August 2019 financial report, and it was approved by unanimous vote.

6:30 ENROLLMENT and ACADEMIC REPORT: Dr. Mustafa Ibrahim, Exec. Director

Dr. Mustafa gave the Academic Report and explained the details of the current enrollment. There are 645 students enrolled in grades K-12. The grades added this school year were: one class from 1st – 5th grade. We have expanded into the entire basement and have 8 classrooms in that area. There are 66 students on the wait list. There are approximately 50 students in the PSEO program. The FAST Bridge assessment was administered to the students and the results are posted for all staff to view in order to provide instruction at the student level.

6:55 OTHER BUSINESS: Dr. Mustafa Ibrahim, Exec. Director

Dr. Mustafa presented a document that describes the Teacher Tiered Salary Schedule & Teacher Evaluation Model. The Board looked at the document and discussed the professional evaluation

for teachers for 2019-20. The Board discussed this document and agreed that this can be used to inform teachers about the evaluation process.

Designation of an Identified Official with Authority for Education Identity Access Management

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Dr. Mustafa Ibrahim, mustafa@stepacademymn.com, STEP 2020 to act as the Identified Official with Authority (IOwA) for STEP Academy, 4200.

7:35 ADJOURN The meeting adjourned at 7:35pm by unanimous vote.