

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday, August 17, 2020, 5:45-8:03 pm

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

Board Member Names	Present	Absent
Rahima Ahmed	X	
Matt Greene-DeLanghe	X	
Amina Mohamud	X	
Abdulrazzaq Mursal	X	
Abdiladif Sanbul	X	
Mohamed Shuriye	X	
Guests		
Dr. Mustafa Ibrahim, STEP Academy Executive Director		
Traci Moore, Assistant Director of Academics		
Mike Pocrnich, The Anton Group (TAG)		
Laurie Shroeder (IQS)		
Rochel Manders (IQS)		

5:45 - Call to Order
By Abdulrazzaq Mursal
School Mission Statement: STEP Academy will empower students to use their personal attributes and acquired knowledge to lead productive lives and become contributing members of the global community.

5:47 - New Member Oath

Matt Greene-DeLanghe

5:49 - Declaration of Conflict of Interest if any

Board members attested that there are no conflicts of interest at this time.

5:52 - Approval of the Agenda

Motion

A motion was made to approve the agenda.

Made by: Abdulrazzaq Mursal

Seconded by: Rahima Ahmed

Discussion:

Vote: The agenda was approved by all board members

5:53 - Approval of June 15th and June 16th, 2020 Minutes

Motion

A motion was made to approve the June 15th and June 16th, 2020 Minutes.

Made by: Rahima Ahmed

Seconded by: Matt Greene-DeLanghe

Discussion

Vote: The minutes were approved by all board members

5:55 - Public Comment

There were no public comments

5:57 - 2020 Fall School Model Plan Presentation - By Mustafa Ibrahim and Traci Moore

- Majority of students come from Ramsey county (369), Hennepin (148), Dakota (59) We would take the highest number between Ramsey and Hennepin county to determine school model. This suggests a hybrid model for the school.
- Teacher survey- two teachers are high risk and wouldn't be on staff.
- Highest need students - Students with an IEP, 504, or ACCESS Level of 1.0-2.4 will be invited to attend Monday - Friday.

K-5 MODEL

- K-5 students would be on site either M,W or T,TH

- K-5 Start with morning meeting - social emotional learning. Students who are offsite will log in two other times during the day for reading and math lessons. At the end of a day On-Site, students will be given materials for the following day when they're off site.
- If a student chooses full distance learning, a week's materials will be sent home with food delivery each week.
- Fridays - core teacher's planning days.

SECONDARY MODEL

- Maximum of three classes per day (instead of six). Same amount of content (twice as much in a day, but half the number of days).
- Students would participate in live lessons each day. Rationale - students need to be actively part of a lesson.
- Teachers' hours: 3 hours of live lesson, 1 hour of office hour (Google Meet is open). Office hours on their off-days.
- High-need students can be onsite Monday-Friday, getting support, but attending live lessons.
- Fridays - students who are receiving F's can come in for interventions with core and support teachers.

HEALTH PROTOCOLS

- Cleaning vendor with bid for review, but not contracted yet. No plan for cleaning presented.
- No COVID-19 Program Coordinator has been designated yet.
- Unsure if symptom screening would happen on buses or at school

RESPONSE TO EXPOSURE

- If someone tests positive, we contact Regional Support Team
- We don't have a nurse on staff. Anisa is an aid, but only has first aid and CPR certification. STEP has posted for a nurse position.

7:07 - Motion

A motion was made to require distance learning for all grades K-12 for the start of the school.

Made by: Amina Mohamud

Seconded by: Abdulrazzaq Mursal

Discussion

Vote: The motion to require distance learning for all grades at the start of the year was approved by all board members

7:10 - Mike Pocrnich - Presentation of June and July financials

Discussion:

Board Training in September. Saturday 26th 10 AM Question: Can the training be remote? IQS rep said that would be ok. TAG will facilitate the board training. Board members all agreed. But there needs to be public access to the meetings. Posting link on the school website.

7:26 - Teacher and vendor Contracts presented by Mustafa for Approval

Discussion:

IQS representatives advised that contracts for new hires and vendors should be emailed to board members so that they can review them before a board meeting. Mustafa agreed to email employee contracts to board. Special meeting to approve contracts was scheduled for next Monday, 8/24 at 4:30 pm.

7:45 - Discussion: Proposed new position of registered nurse

Personnel committee to explore proposal further in meeting tomorrow.

7:50 - Discussion: Updated IQS Questions

Tabled until next meeting

7:54 Board Elections

All by unanimous votes:

Board Chair - Abdurassaq Mursal
Vice Chair - Amina Mohamud
Treasurer - Mohamed Shuriye
Secretary - Matt Greene

8:03 - Meeting Adjourned