

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday, November 16th 2020, 5:30-6:23 pm
At STEP ACADEMY's Campus(Via Zoom)
835 East 5 th Street
St Paul, MN 55106

Board Member Names	Present	Absent
Rahima Ahmed	X	
Amina Mohamud	X	
Abdulrazzaq Mursal	X	
Abdiladif Sanbul	X	
Mohamed Shuriye	X	
Guests		
STEP Academy Leadership: Dr. Mustafa Ibrahim, Traci Moore, Mohamed Mohamoud, Emma Olson, Kathryn Martin and Ahmed Mursal		
Mike Pocrnich, The Anton Group (TAG)		
Paul Scanlon and Dave Bakke from IQS		
5:31- Call to order		
Abdulrazzaq Mursal. Board Chair		
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.		
5:32: Declaration of Conflict of Interest if any		
Board members attested that there are no conflicts of interest at this time		

5:33: Approval of the Agenda

Motion

A motion was made to approve the December 21st 2020 agenda

Made by: Mohamed Shuriye

Seconded by: Rahima Ahmed

Vote: The agenda was approved by all board members

5:45 APPROVAL OF MINUTES from October 19th 2020 Board Meeting

Motion

A motion was made to approve the October 19th 2020 minutes

Made by: Rahima Ahmed

Seconded by: Mohamed Shuriye

Discussion:

Vote: The minute from 10/19/2020 board meeting was approved by all board members

5:55. Public Comment

No public comment

6:00. - Mike Pocrnich - Presentation of October 2020 financials.

Motion

A motion was made to approve the October 2020 Financial Report

Made by: Rahima Ahmed

Seconded by: Abdilatif Sanbul

Discussion: Michael Pocrnich (TAG) presented the October 2020 financial statements to the Board.. He explained the reports and indicated that the school is doing well and has a solid financial base. The Board carefully examined the financial reports 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.

Vote: The October 2020 financial report was approved by unanimous vote.

6:30 Distance Learning Plan Report by Leadership Team

- Teachers have been participating in discussions related to improving instructional strategies for Live Lessons.
- Advisory groups (grades 6-12) meet every Friday with 40 of our staff members meeting with 6-10 students each. These advisors guide students in filling out their weekly academic tracker, tracking grades, and missing assignments. They are also in charge of communicating with parents to keep them informed of students' concerns. This program has been going on for about a month and has been a great addition to our Distance Learning program, providing every student with a mentor/coach.
- Special Education Department continues to follow the 'grow your own' philosophy for training new teaching staff as well as updating processes remaining compliant with MDE.

7:00. Other New Business: Matt Greene-DeLanhge Position.

Matt resigned from STEP Academy Board on October 21st 2020. STEP Academy Board discussed whether to replace Matt's position or to remain a 5-member board. After careful consideration and deliberation, STEP Academy Board unanimously decided to remain a 5-member board.

In addition, the Board voted unanimously to select Abdilatif Sanbul as a Board Secretary.

7:05 Motion to remain a 5 member board.

Motion Made by: Mohamed Shuriye

Seconded by: Amina Mohamed

Vote: All board members voted yes

7:00 Next board meeting Monday, December 21st 2020 at 5:30

Agenda: Audit Report

Q3 discussion and decision

7:05 Motion to adjourn the meeting

Motion Made by: Mohamed Shuriye

Seconded by: Rahima Ahmed

Vote: All board members voted yes