



**Urban Academy Charter School
School Board Meeting
August 24, 2020
Saint Paul, Minnesota**

MINUTES

Board Members:	Ex-Officio Members:	Advisory Members:
Melissa Jensen	Mongsher Ly	Luis Brown-Pena
Tamara Mattison		Ralph Elliott
Fong Lor		
Nancy Smith		
Caley Long		
Yu Yin Liao		
Ronsoie Xiong		
Chao Yang		

Staff and Guests Attending:

NEO staff: Tu Nguyen and Adam Myhand		

Meeting called to order by Melissa Jensen, Board Chair at 6:02 PM via Zoom webinar

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda: Lor

Board Member seconding the motion: Yang

Discussion: none

Unanimously approved

Conflict of Interest

None to report

Approval of June 15, 2020 Minutes

Board Motion: to approve the minutes

Board Member motioning to approve the minutes: Lor

Board Member seconding the motion: Xiong

Discussion: none

Unanimously approved

Reports/Presentation

None for this board meeting

Board Member Reports/Ex-Officio Member Presentations:

Board Chair, Melissa Jensen: nothing new to report

Board Finance Chair, Dr. Tamara Mattison: reviewed last month's Financial Snapshot for details for fund balances and expenditures; see attachment

Superintendent, Dr. Ly:

ADMINISTRATIVE

- Staff training begins next week as we implement distance learning at the start of the new school year; Dr. Ly will be breaking up staff into small groups to do training mostly via Zoom or Google Meets or in in-person. We will work to keep as many people out of the building as possible.
- Audit starts today through August 26; final interview on the 26 and we are ending school year with a good fund balance. Last year there was a slight hiccup with filing financials with MDE and it didn't get submitted right away on time through no fault of our own. As such, we did not earn a MDE Financial Award. Due to that error, we switched auditors for this year.
- All staffing needs have been filled—two new 7th grade teachers on board
- Facility-wise we are just putting final touches on new building
- Lease aid in process; we are waiting on letter of approval from City of Saint Paul inspector and fire marshall

ACADEMICS:

- Open house has been cancelled alongside other activities. In lieu of that, teachers are setting up meetings with parents and students to build an initial connection. We may be meeting with them outside of the building.
- We are working on getting new Chrome Books ready for students and we are hoping to have them by 9/13 and then have parent meetings the following week in-person. Tech plan set to go into action on October 1, 2020.
- We will be delivering food and learning packets to students right away when school starts every Tuesday.
- All learning plans and policies in place on website.

OPERATIONS

- We will continue to run buses as is for this year; slight increase of approx.\$11/bus/day; \$60K increase overall to budget

COMMUNITY:

- Outreach for student recruitment going well; lots of new students have applied online with our new application. We have received 30 students that applied online, which is great news and was unexpected.

BOARD:

- Yu Yin's term ends August and we need to put it up to a vote
- We also need to re-elect board positions

Motion: to approve Yu Ying for another term

Board member motioning to approve: Mattison

Board member seconding the motion: Lor

Discussion: none

Unanimously approved

Motion: to approve current board positions: Melissa Jensen as Board Chair; Fong Lor as Vice Chair; Dr. Tamara Mattison as Treasurer; Caley Long as Secretary

Board member motioning to approve: Lor

Board member seconding the motion: Xiong

Discussion: none

Unanimously approved

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Yang

Board member seconding the motion: Lor

Discussion: none

Unanimously approved

Board Consent Agenda:

Motion: to approve the board consent agenda

Board member motioning to approve the board consent agenda: Yang

Board member seconding the motion: Long

Discussion: none

Unanimously approved

Old Business:

- None

New Business:

- Board retreat has been postponed to August 20-22, 2021 due to COVID-19. Please plan on attending next year!
- Board training: Ron Haenke will provide them in the spring

Open Public Comments (Limited to 2 minutes)

- None

Board Motion: To adjourn the meeting at 6:28 PM

Board Member motioning to approve to adjourn the meeting: Lor

Board member seconding the motion: Xiong

Unanimously approved

Meeting adjourned at 6:28 PM

Next board meeting September 21, 2020 at 6:00pm!