



**Urban Academy Charter School
School Board Meeting
May 17, 2021
Saint Paul, Minnesota**

MINUTES

Board Members:	Ex-Officio Members:	Advisory Members:
<input checked="" type="checkbox"/> Melissa Jensen	<input checked="" type="checkbox"/> Mongsher Ly	<input checked="" type="checkbox"/> Luis Brown-Pena
<input type="checkbox"/> Tamara Mattison		<input checked="" type="checkbox"/> Ralph Elliott
<input checked="" type="checkbox"/> Fong Lor		
<input checked="" type="checkbox"/> Nancy Smith		
<input checked="" type="checkbox"/> Caley Long		
<input checked="" type="checkbox"/> Yu Yin Liao		
<input checked="" type="checkbox"/> Ronsoie Xiong		
<input checked="" type="checkbox"/> Chao Yang		

Staff and Guests Attending:		
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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: Xiong
Discussion: none
Unanimously approved

Conflict of Interest

None to report

Approval of 4.19.21 Minutes

Board Motion: to approve the minutes
Board Member motioning to approve the minutes: Liao
Board Member seconding the motion: Lor
Discussion: none
Unanimously approved

Reports/Presentation

Board Member Reports/Ex-Officio Member Presentations:

Board Chair, Melissa Jensen, nothing 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:

GENERAL INFORMATION, OPERATIONS and COVID-19 DISCUSSION

- 3 weeks left of school left before summer school
- Lease aid forms in process of getting submitted to MDE
- We are projecting a full team for next academic year; we hired math and reading teacher for 8th grade which rounds out full middle school staffing need
- We are updating job descriptions for next year, alongside pay scale review. UA is right in line with state averages. Generally we do 2% each year. We will discuss more in the middle of the school year.

FACILITY

- 2nd floor of new facility: still very open and we will discuss build-out of that space next year

ACADEMICS:

- MCA testing finished, MAP testing starts soon for a baseline point for summer school; initial results look good despite year of distance teaching
- 5 year authorization contract with NEO: last two years are considered exempt because of COVID; MDE legislation states that authorizers cannot use academic data against charters because of pandemic

BUDGET

- The FY21 revised budget and the FY22 budget to the board for review and discussion. Urban Academy is in a great place, financially with a strong fund balance.

Motion: to approve the revised FY21 budget and the FY22 budget

Board member motioning to approve the budgets: Xiong

Board member seconding the motion: Smith

Discussion: none

Unanimously approved

- \$750K of federal funds requires a federal audit, which we have done before with RedPath; planning to schedule an early audit so that it should be done mid-August and presented to the board in October.

Motion: to approve RedPath to conduct the FY21 Finance Audit and Federal Audit

Board member motioning to approve RedPath to conduct Audit: Xiong

Board member seconding the motion: Lor

Discussion: none

Unanimously approved

- PTO payout discussion: handful of staff who don't use all of their hours and were carrying roughly 300 hours over each year; max put in place of 216 hours/year—should we process a payout for those who are over at limit; 95% of staff aren't using all their PTO hours each year

Motion: to approve the payout of excess PTO hours over 216 limit at \$20/hour for staff

Board member motioning to approve the PTO payout of \$20/hour: Long

Board member seconding the motion: Smith

Discussion: none

Unanimously approved

- MACs membership up for renewal

Motion: to approve renewal of MACS membership

Board member motioning to approve renewal of MACS membership: Xiong

Board member seconding the motion: Lor

Discussion: none

Unanimously approved

COMMUNITY:

- Recruitment continues during the summer. We've had good success online for enrollment with an application for parents to fill out the application.
- United Way continues to donate to UA
- Zipco Technology have agreed to come out and test all kids for COVID for free every two weeks; first full run of student testing for the virus came back negative
- MDE and MDH have asked students to continue to wear masks indoors; no need for plastic shields during summer school but masks, yes, for everyone indoors.
- 99% of staff are vaccinated and we continue to test every 2 weeks.
- UA has access to vaccines if board needs to be vaccinated

BOARD BUSINESS:

- Some board positions up for renewal and we will continue with positions as they are
- Approve Dr. Ly Annual Agreement for FY22.

Motion: to approve Dr. Ly's Annual Agreement for FY22

Board member motioning to approve Dr. Ly's Agreement: Smith

Board member seconding the motion: Yang

Discussion: none

Unanimously approved

- If you would like more legislative updates from Dr. Ly please let him know. Emails will be forwarded on charter school legislation.

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Lor

Board member seconding the motion: Smith

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!

Open Public Comments (Limited to 2 minutes)

- None

Board Motion: To adjourn the meeting at 6:36 PM

Board Member motioning to approve to adjourn the meeting: Long
Board member seconding the motion: Lor
Unanimously approved
Meeting adjourned at 6:32 PM

Next board meeting June 21, 2021 at 6:00 p.m.