



**Urban Academy Charter School
School Board Meeting
November 21, 2022
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 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:		
<input checked="" type="checkbox"/> Ms. Ann Yang from Designs for Learning	<input type="checkbox"/>	<input type="checkbox"/>
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Meeting called to order by Melissa Jensen, Board Chair at 4:30 PM in-person

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda: Yang

Board Member seconding the motion: Lor

Discussion: none

Unanimously approved

Conflict of Interest

None to report

Approval of October 17, 2022 Minutes

Board Motion: to approve the minutes

Board Member motioning to approve the minutes: Long

Board Member seconding the motion: Smith

Discussion: none

Unanimously approved

Reports/Presentation:

Ms. Ann Yang from Designs for Learning on audit results and October financials:

- Audit took place in early September with Red Path
- No difficulties in completing the audit field work

- Preapproval for Smart Board purchases was initially incorrect but per last board meeting, board increased capital threshold to \$5k to meet federal guidelines and allowed a one-time exception
- Single audit was conducted alongside standard audit. That audit is not due until March 2023 so we are ahead of schedule.
- Unmodified opinion was issued; no compliance issues
- \$940,443 surplus for FY22
- Steady growth in ADM year over year
- Long-term lease was included in audit report; lease liability was \$9,995,000
- PRA/TRA is also stated in audit report
- October financials was also reviewed; see PDFs for more information

Board Member Reports/Ex-Officio Member Presentations:

Board Chair, Melissa Jensen: none to report.

Treasurer, Dr. Tamara Mattison was not present to review snapshot for October financials; however Ms. Yang went through a detailed summary of October financials; see PDF for additional information.

Superintendent, Dr. Ly:

OPERATIONS:

General:

- NEO fall celebration took place this November; we won two finance and academic awards.

Staffing:

- We did find a Technology teacher but are still in need of a 4th and 6th grade teacher

Facility:

- Gym bleachers were installed during MEA weekend
- Build-out upstairs: Lumen Christi financial committee still deciding on how to support build-out. We have sent them our full financials. We are hopeful to know by December what their committee decides.

COVID-19:

- Mask mandate at Urban Academy – will always follow CDC and MDH requirements
- Staff and student COVID testing continue, weekly on Wednesdays

School Calendar/Events:

- Student conferences took place last week—85% parent turn-out
- Thanksgiving Break this week
- Family holiday meal is back this year: Wednesday December 14 from 5:30 – 7:30 p.m. at Urban. Invite family and friends to attend. Food has been donated this year.
- December 15-16 Holiday Gift Giving Event
- December 19 – January 2 Winter Break

ACADEMICS:

- Social Studies and Science program under review for a launch next fall
- MCA planning instructions and assessment underway every month. Dr. Ly part of task force for MCA planning to support students with special requirements and “bubble” students on the cusp of meeting standards

BUDGET/FINANCE DISCUSSIONS:

- A portion of ESSER funds again this year will be dedicated to staff as additional pay/bonus (5%)

COMMUNITY OUTREACH/DONATIONS:

- Support from Toys for Tots – Holiday Toys
- Support from Securian (Angel Tree) – Holiday Toys
- Support from Lumen Christi – Coat and Clothes Drive. We are now accepting additional donations of coats and clothes during holiday meal night.
- Sunrise Bank and Monarch sponsoring beverages for the holiday meal

CHARTER SCHOOL LEGISLATION NEWS:

- Will continue to send MACS updates and newsletters to the UA board to read the current news

BOARD BUSINESS:

- Board retreat FY23: updated board retreat weekend to final weekend of July 28 – July 30
- Thematic board retreat request where we each individually present on education/culture, etc. and a series of new events (horseback riding?)
- Happy holidays to all—no December meeting

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Smith

Board member seconding the motion: Xiong

Discussion: none

Unanimously approved

Board Consent Agenda:

Motion: to approve the board consent agenda.

Board member motioning to approve the board consent agenda: Long

Board member seconding the motion: Liao

Discussion: none

Unanimously approved

Old Business:

- None

New Business:

- None

Open Public Comments (Limited to 2 minutes)

- None

Board Motion: To adjourn the meeting at 5:03 PM

Board Member motioning to approve to adjourn the meeting: Yang

Board member seconding the motion: Xiong

Unanimously approved

Meeting adjourned at 5:03 PM

Next meeting: January 23, 2022, at 4:30 p.m. in-person