



**Urban Academy Charter School
School Board Meeting
April 20, 2020
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 checked="" 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 type="checkbox"/> Ying Thao		
<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 6:33 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 February 24, 2020 Minutes

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

Board Member Reports/Ex-Officio Member Presentations:

Board Chair, Melissa Jensen: nothing new to report

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

Superintendent, Dr. Ly:

ADMINISTRATION DUTIES:

- March 17 marked start of physical closure of school and UA was given 2 weeks by Governor to implement distance learning plan and that plan is on website
- Order in place by state to stay-at-home until May 4th and that may be extended; "highly doubtful" according to Governor that students would return this school year
- UA is giving out learning packets and three days' worth of food to students every Tuesday; paraprofessionals are delivering every week directly to families' doors instead of using school bus routes which is saving time and is better for public health
- Staff on-site M-W and they work from home Thurs-Friday with help from interpreters if needed
- Attendance completed daily with students and 1:1 contact is happening with all students daily; special ed and EL students also receiving direct support
- Distance learning working well overall; attendance has been very good; some students still struggling and we are working through options to work through communication with parents
- Many students lack internet access at home and we can't realistically send Chrome Books home to students without risking a lot of damage; although there are low-cost internet providers, it's better for UA teachers to call students directly and work through packets with them at this time

OPERATIONS:

- Seeking two 7th grade teachers for this fall with the new addition (no changes to 2020-2021 academic year due to COVID-19 as of yet)
- 98% completed on new construction; final punch list to be completed next Monday 27th; MDH inspection likely to be passed soon and then facility is clear to use. We will be moving equipment into cafeteria first and then technology second. Given distance learning, we have additional time to move into new facility. Gym floor installation late July, early August to let concrete set. Board members invited to tour; connect with Dr. Ly for a tour.
- Building Signage may cost between \$10 – 15,000.00

Motion: to approve budget for the new signage on the new building

Board member motioning to approve: Smith

Board member seconding the motion: Xiong

Discussion: none

Unanimously approved

- New equipment to cost \$40,000 which was worked into budget for next year

Motion: to approve budget for the new equipment

Board member motioning to approve: Lor

Board member seconding the motion: Liao

Discussion: none

Unanimously approved

- Budget not affected for this academic year; next year 2% salary increase—review 2020-2021 budget for the full picture; \$330,000 fund balance projected

Motion: to approve budget for FY21 and approve revision budget for FY20

Board member motioning to approve: Lor

Board member seconding the motion: Liao

Discussion: none

Unanimously approved

- Need for new Chrome Books-- \$20,000 estimate cost; Ronnie states this will mean all students will have access to a Chrome Book and we will be phasing out desktops; it will all be the same platform for uniformity.
- Line of credit (\$450,000) has been approved by the bank and PPP grant (\$511,000) funds was approved by the bank.

Motion: to approve the bank line of credit and PPP grant funds

Board member motioning to approve: Xiong

Board member seconding the motion: Smith

Discussion: none

Unanimously approved

- Recruitment efforts continue despite difficulties during pandemic; we've had to be creative with our strategies since we cannot go door-to-door knocking; our goal is enrollment of 450 or so for next year
- Redpath to do the finance audit for Urban Academy for FY20.

Motion: to approve Redpath to do the finance audit for FY20

Board member motioning to approve: Xiong

Board member seconding the motion: Smith

Discussion: none

Unanimously approved

ACADEMICS:

- All testing has been postponed for now under state guidelines

COMMUNITY:

- United Way donated to help support
- Lumen Christi offered food, clothes and school supplies as well for students
- UA has been connecting families with food shelves, transportation and housing support
- We've received food from supporters and teachers, staff, etc. and that is greatly needed and appreciated. We've also been providing families with resources and links to community supports as we always have and that will not change.

BOARD:

- Board to meet for a couple of months virtually and continue business as-is
- Elections for board positions currently postponed to the fall; some parents have expressed interest in being a board member, TBD in August 2020
- Rod Haenke board trainings will be shared via email; board members to review and Rod will join a meeting in June potentially to discuss
- Biggest need from board right now is help with food for students and families

Motion: to approve the member reports

Board member motioning to approve the reports: Smith

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: Xiong

Board member seconding the motion: Yang

Discussion: none
Unanimously approved

Old Business:

- None

New Business:

- Board retreat still on schedule thus far.

Open Public Comments (Limited to 2 minutes)

- None

Board Motion: To adjourn the meeting at 7:16 PM
Board Member motioning to approve to adjourn the meeting: Lor
Board member seconding the motion: Mattison
Unanimously approved
Meeting adjourned at 7:16 PM

Next board meeting May 18, 2020 via Zoom