



Urban Academy Charter School
School Board Meeting
June 20, 2016
St. Paul, MN
6:00 PM

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 type="checkbox"/> Ralph Elliott
<input type="checkbox"/> Fong Lor		
<input checked="" type="checkbox"/> Kristin Evans		
<input type="checkbox"/> Roger Sykes		
<input checked="" type="checkbox"/> Nancy Smith		
<input checked="" type="checkbox"/> Caley Long		

☒ **Staff and Guests Attending:**

<input checked="" type="checkbox"/> Tony Lang	<input type="checkbox"/>	<input type="checkbox"/>
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Meeting called to order by Board Chair-M. Jensen at 6:00 pm
Board Minutes taken by Kristin Evans

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda.
 Board Member motioning to approving agenda: Smith
 Board Member seconding the motion: Mattison
 Unanimously approved

Approval of May 23, 2016 Minutes

Corrections made: none

Board Motion: to approve the May 23, 2016 minutes
 Board Member motioning to approve the minutes: Evans

Board Member seconding the motion: Smith
Unanimously approved

Conflict of Interest

none

Reports/Presentation

Academic Report—Tony Lang

- MAP Math: Students went up an average percentile ranking of 3 this year. Students that were below the 50thile went up an average percentile ranking of 7.5
- MAP Reading: 58% of students met their expected growth target
- MCA
 - Currently, 42.5% proficient in reading
 - Currently, 24.75% proficient in math
- Parent Survey
- Focus for next year:
 - Develop a learning community with staff
 - Increase use of technology for learning
 - Training for all teachers to be ESL teachers
 - Focus on team planning and teaching with all teachers

Motion: to approve the academic report

Board member motioning to approve the academic report: Mattison

Board member seconding the motion: Long

Unanimously approved

Board Chair/Vice Chair Updates – M. Jensen

- none

Finance Chair—T. Mattison

- Snapshot
 - Ended the year with a positive food balance (uncommon)

Executive Director Report – Dr. Ly

ADMINISTRATION DUTIES:

- Lease aide application finishing
- All contracts have been signed

OPERATIONS:

- Kindergarten & 6th grade graduations went well on June 9th
- Last day was June 10 for students and June 13th for staff

ACADEMICS:

- Recruitment has started—commercial on TV
- 6th grade classrooms will be in the mobile units in the fall

BUDGET/FINANCE DISCUSSIONS:

- Increase on ADM for new budget (285 to 293)

COMMUNITY OUTREACH/DONATIONS:

- Earlier start with Securian next year
- Planned open house/festival—Saturday, August 20th 3-8 pm

Motion: to approve the reports
Board member motioning to approve the reports: Evans
Board member seconding the motion: Smith
Unanimously approved

Approval Consent Board Agenda
Narrative Summary Report
May 2016

FINANCIAL STATEMENT OVERVIEW-INCOME STATEMENT
GENERAL FUND - 01

As of May 31, 2016 the school has received in Fund 01 a total of \$3,114,219 of current Fiscal Year State, Federal, and Local revenues which is 86% of its current budgeted amount.

As of May 31, 2016 the school has expended in Fund 01 \$3,302,627 which is 91% of its current budgeted expense.

Urban Academy Charter School ended May 2016 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$188,408).

FOOD SERVICE FUND - 02

As of May 31, 2016 the school has received in Fund 02 a total of \$211,641 of current Fiscal Year State, Federal, and Local revenues which is 82% of its current budgeted amount.

As of May 31, 2016 the school has expended in Fund 02 \$201,141 which is 78% of its current budgeted expense.

Urban Academy Charter School ended May 2016 with a current fiscal year to date Fund 02 positive balance (revenues received less expenditures incurred) of \$10,500.

FINANCIAL STATEMENT OVERVIEW-BALANCE SHEET

Urban Academy Charter School had a total cash balance of \$895,791 at the end of May 2016 reflected across all funds.

Urban Academy Charter School had a balance of \$3,657 in accounts receivable at May 31, 2016.

There was a balance of \$30,530 in current liabilities for general accounts payable and payroll liabilities at May 31, 2016. A portion of the liability is for payroll withholdings on the last day of the month which are not paid until the first days of the next month, thus they are reflected on the current balance sheet.

Urban Academy Charter School had an overall audited fund balance of \$1,866,444 at June 30, 2015 which includes its investments in fixed assets.

FINANCIAL STATEMENT OVERVIEW-BUDGETING AND OTHER FINANCIAL INFORMATION

The State is currently paying Urban Academy based on 285 ADM. Urban Academy's Original Budget is based on 285 ADM. Current Student ADM is reported at 278.22 as of May 18th, 2016.

Administration reviewed detailed year to date expenditures against the original FY16 budget through the month of January 2016. A final budget revision for FY16 is to be presented at the June 2016 board meeting along with the FY17 Proposed Budget.

Revenue activity listed on the Summary Income Statement are reflections of current year actual amounts and do not include calculations for revenue earned during the school year but not yet received. These amounts are calculated at year end as part of the audit preparation process.

Expenditures included in the Summary Income Statement are reported on actual activity and known accounts payable activity. Amounts unpaid but included in the statements will be paid for in the following month. Accounts Payable and Salary Accrual amounts are calculated at year end as part of the audit process.

Projection items reflected in these statements are based on using the information provided by the schools leadership and/or state and federal estimates. Statements are prepared for internal purposes and do not reflect audited data.

Policy Review: none

Motion: to approve the consent agenda

Board member motioning to approve the consent agenda: Mattison

Board member seconding the motion: Long

Unanimously approved

Old Business

- Retreat update: moved to the 3rd weekend in August
 - Schedule currently being worked on

New Business

- None

Open Public Comments (Limited to 2 minutes)

Meeting adjourned at 6:45 pm

Board Motion: To adjourn the meeting at 6:45 pm

Board Member motioning to approve to adjourn the meeting: Smith

Board Member seconding the motion: Long

Unanimously approved

Next meeting will be on Monday, August 15, 2016 at 6 pm!