



**Urban Academy Charter School
School Board Meeting
May 18, 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:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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: Xiong
Board Member seconding the motion: Lor
Discussion: none
Unanimously approved

Conflict of Interest

None to report

Approval of April 20, 2020 Minutes

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

Board Member Reports/Ex-Officio Member Presentations:

Board Chair, Melissa Jensen: discussion on plan for next month's board meeting and whether we should meet in-person; for now we will conduct June meeting through Zoom and will pick up the discussion from there come July on whether we want to meet in-person

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

Superintendent, Dr. Ly:

ADMINISTRATION DUTIES:

- Enrollment: we are still processing online as best as we can and recruiters have kept their distance; we're relying on word-of-mouth referrals. Enrollment form is online and will be put up on our Facebook page, monitored by Mr. Ronnie. We do have a group of new students enrolling although they are not allowed to tour the building at this time.
- 98%-99% of 6th graders are returning for 7th grade this fall; if families have siblings that are looking to enroll in 7th grade, we are allowing them to do so
- Fall plan on in-person learning is still in process; goal to bring children back in-person this fall but that's not totally clear yet; Gov Walz cannot guarantee when schools will open again and it will be hard to gauge. UA is planning for a September open but with the understanding that plans may not be implemented for in-person learning and we will continue distance learning.
- Contracts may need to be postponed if we aren't open for in-person learning; TBD
- Goal of 450 ADM, including new 7th graders

OPERATIONS:

- All summer activities have been cancelled
- Staff plan is to get the new facility ready to go; lots of planning and managing without students this summer
- Many MACS and MDE webinars via Zoom are being held which Dr. Ly is attending regularly; all board members welcome to attend as well. 1 pm every Thursday.
- Interviews underway this week for two 7th grade teachers and a gym teacher; we may be moving other staff around to accommodate needs which should be known in July
- Facility is going through final punch-list of items; gym floor to be put in mid-July; concrete almost set then bleachers will be set; scoreboard is in and sound system as well
- Exterior signage to go up soon right outside gym on the corner of building
- August 27 tentative date for an open house
- Paycheck Protection Program application was sent through federal government with help from Sunrise Bank and Stacey; we were approved last month in the amount of \$590,000 to stabilize payroll should something happen federally as an extra security measure
- We also received a spotlight grant from NEO to help students overcome challenges that exacerbate learning inequities; \$2,000 total grant
- LOC of \$450K still active as well

ACADEMICS:

- Learning distance plans are posted on website and we are continuing to follow those plans; UA is ahead of the curve with outreach, enrollment, etc. and we will continue to do that. We have not received questions from MDE about our distance-learning plan.
- Tony and Rod will join our June meeting about distance learning to walk through what it all entails.
- School year end June 9 for students; we will try to do a mini graduation for our PreK and K students; possibly a drive-up certificate handoff or a wave off to staff June 9 10 – 12 so parents can pass through parking lot to say goodbye to students from afar
- 90% of students don't have internet access so we're trying to connect with students as best as we can; teachers have been making great efforts to reach students outside of dropping off learning packets every week
- We're looking into how we can get internet access and Chrome Books into students' home but that presents many challenges to ensure equipment is used appropriately.
- Teachers have been doing assessments every Tuesday via FaceTime with parents' phones and students can show teachers their work and results; Math and Reading are tested every week via 5

questions; for those that don't have Facetime or Google Docs, teachers go line-by-line with each question to test their work over the phone.

COMMUNITY:

- We're continuing to offer food packs to students alongside their learning packets

BOARD:

- Board to meet virtually and continue business as-is in the interim until we meet in person again

Motion: to approve the member reports

Board member motioning to approve the 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: Lor

Board member seconding the motion: Yang

Discussion: none

Unanimously approved

Old Business:

- Board retreat still on schedule thus far. We're going to play it by ear for now; Lutsen Resort likely have a plan for ensuring safety should we move forward. We can make a decision toward July per what's happening with resorts and hotels.

New Business:

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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: Smith

Unanimously approved

Meeting adjourned at 6:43 PM

Next board meeting June 15, 2020 via Zoom