



**Urban Academy Charter School
School Board Meeting
November 18, 2013
St. Paul, MN
5:30 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 type="checkbox"/> Tamara Mattison		<input type="checkbox"/> Pamela Young
<input type="checkbox"/> Fong Lor		<input type="checkbox"/> Mai Saevang
<input checked="" type="checkbox"/> Kristin Evans		<input type="checkbox"/> Ralph Elliott
<input checked="" type="checkbox"/> Roger Sykes		<input type="checkbox"/> Crystal Scott
<input checked="" type="checkbox"/> Nancy Smith		

☒ **Staff and Guests Attending:**

<input checked="" type="checkbox"/> Amy Erickson (NEO)	<input type="checkbox"/>	<input type="checkbox"/>
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Meeting called to order by Board Chair–M. Jensen at 5:33 PM
Board Minutes taken by Kristin Evans

Acceptance of Agenda

Correction made: none

Board Motion: Approve the agenda.

Board Member motioning to approving agenda: Smith

Board Member seconding the motion: Evans

Unanimously approved

Approval of October 21, 2013 Minutes

Corrections made: none

Board Motion: to approve the October 21, 2013 Minutes

Board Member motioning to approve the October 21, 2013 minutes: Evans

Board Member seconding the motion: Smith

Unanimously approved

Conflict of Interest

none

Reports/Announcements

- Amy Erickson (NEO—board observer)
 - 2 board visits and 2 site (school) visits
 - Can send questions for feedback

Board Chair Updates – M. Hansen

- Nothing to report

Finance Chair Report – T. Mattison

• **Financial Statement Overview-Income Statement General Fund – 01**

- As of October 31, 2013 the school has received in Fund 01 a total of \$1,043,446.85 of current Fiscal Year State, Federal, and Local revenues which is 31% of its current budgeted amount.
- As of October 31, 2013 the school has expended in Fund 01 \$1,024,925.95 which is 31% of its budgeted expense.
- Urban Academy ended October 2013 with a current fiscal year to date fund 01 balance (revenues received less expenditures incurred) of \$18,520.90.

Food Service Fund – 02

- As of October 31, 2013 the school has received in Fund 02 a total of \$27,720.99 of current Fiscal Year State, Federal, and Local revenues which is 13% of its current budgeted amount.
- As of October 31, 2013 the school has expended in Fund 02 \$39,119.06 which is 18% of its budgeted expense.
- Urban Academy ended October 2013 with a current fiscal year to date fund 02 balance (revenues received less expenditures incurred) a deficit of \$11,398.07.

` Financial Statement Overview-Balance Sheet

- Urban Academy had a total cash balance of \$944,246 at the end of October 2013 reflected across all funds.

- Urban Academy is expected to receive an additional amount due from State Sources in the amount of \$24,156 calculated at June 30th, 2013 in school fiscal year 2014.
- There was a balance of \$26,229 in current liabilities for general accounts payable and payroll liabilities at October 31, 2013. A large 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 has a current year overall (audited) fund balance of \$1,309,054 at June 30th, 2013 which includes its investments in fixed assets.

Financial Statement Overview-Supplemental Reports

Also provided within the October Board package prepared for Urban Academy are copies of all payments recorded from all accounts held at Park Bank. All expenditures have been reconciled to the October 2013 bank statements. A journal entry listing has also been provided for board review.

Financial Statement Overview -FY13 Budgeting and Other Financial Information

The State is currently paying Urban Academy based on 267 ADM.

Shift in State Aids

Based on the Minnesota Management and Budget July economic update, and beginning on October 15, 2013, the current year aid payment percentage increased to 90 percent of estimated state aid entitlement. When the current year aid payment percentage moved to 90 percent, charter schools were affected by the implementation of Minnesota Statutes, section 124D.11, Subdivision 9 (a) and will receive 24 payments from July 15th through June 30th, instead of 16 payments between July and February each year. With the implementation of this change Charter schools are not receiving aid for operations during two to three periods between October 2013 and November 2013.

Urban Academy will not need supplemental funding to compensate for this shift in aid due to its careful financial management and established fund balances.

Executive Director Report – Dr. Ly **ADMINISTRATION DUTIES:**

1. MARSS submission: 290
2. One page – Vision and Mission (copy for all board members)
3. NACSA Identify:

The NACSA report identifies the following student populations that other states define as alternative:

- Students identified as dropouts
- Persistently truant and absent students
- Adjudicated youth
- Pregnant or parenting teens
- High school students two or more years behind on credits
- Students with chronic behavioral problems (expelled/multi-suspended)
- Substance abusers (medically or legally documented—not casual users)
- Students with histories of homelessness, abuse, and/or neglect
- Migrants (e.g., those whose families move for work)
- Refugees
- Recently arrived immigrants, especially if deficient in home language skills
- Highly mobile students
- Students with emotional or psychological disorders
- Students with extraordinary skills deficiencies
- Children of substance abusers and/or incarcerated parents
- Children of teen parents

The NACSA report identifies the following non-standard measures of progress that other states use:

- Suspension rates
- Punctuality (CA)
- Improvement in attendance from last site
- Re-engagement
- Workforce readiness
- Postsecondary outcomes
- Life Skills
- “Progress toward treatment” (MI)
- Hope survey

4. Board Training

- Completed as of Saturday, November 2, 2013
- This certifies the whole board to be officially trained board members
- Certificate of Completion (hand-out)

OPERATIONS:

1. Beginning of planning for:
 - (a) Toy drive – Need Board support
 - (b) Holiday Meal – Saturday, December 21 from 12 - 3

BUDGET/FINANCE DISCUSSIONS:

1. Line of credit – Approved for \$150,000
2. MDE Finance Award is Pending

COMMUNITY OUTREACH/DONATIONS

- Sponsoring 7 families for Thanksgiving (turkey baskets and fixings)
- Securian Sponsoring several classrooms for Toys
- Penumbra Bread, Carribou Coffee will be donating to the Holiday Meal along with several other organizations.
- Firestone is doing a toy drive for UA
- St. Kate's & Macalester: want to get more involved with student teaching and social work practicum students
- Regions Hospital will send doctors over to do health activities with students

Board motion: to approve the reports

Board member motioning to approve the reports: Sykes

Board member seconding the motion: Smith

Unanimously approved

Committee Reports/Comments

None

Old Business

None

New Business

- Question: Presentation by middle schools for current 6th graders?
 - Presentations from 4 Charters and SPPS
 - Resources given to parents
 - Middle School Fair night for parents?
 - Send out a survey to see how many parents are interested
- Suggestion: Track high school graduates

Open Public Comments (Limited to 2 minutes)

Meeting adjourned at 6:30 pm

Board Motion: To adjourn the meeting at 6:22 pm

Board Member motioning to approve to adjourn the meeting: Smith

Board Member seconding the motion: Sykes

Next meeting will be on January 20, 2014 at 5:30 pm!