



**Urban Academy Charter School
School Board Meeting
May 16, 2011
Urban Academy – St. Paul, MN
5:00 PM**

MINUTES

☒ **Board Members Attending:**

Advisory Members:

<input checked="" type="checkbox"/> Ralph Elliott	<input checked="" type="checkbox"/> Mongsher Ly	<input type="checkbox"/> Rebecca Thaisen
<input checked="" type="checkbox"/> Bob Swisher	<input checked="" type="checkbox"/> Mai Saevang	<input type="checkbox"/> Pamela Young
<input type="checkbox"/> Melissa Hansen		<input type="checkbox"/> Fong Lor
<input type="checkbox"/> Christopher Doeden		<input checked="" type="checkbox"/> Luis Brown-Pena
<input checked="" type="checkbox"/> Art Allen		
<input checked="" type="checkbox"/> Barbara Shin		
<input type="checkbox"/> Tamara Mattison		
<input checked="" type="checkbox"/> Crystal Scott		
<input type="checkbox"/> Nikita Robinson		

☒ **Staff and Guests Attending:**

<input checked="" type="checkbox"/> Darrel Scott	<input type="checkbox"/>	<input type="checkbox"/>
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Meeting called to order by Chair -R. Elliott at 5:20 PM

Acceptance of Agenda

Board Motion: Approve the agenda as stated

Board Member motioning to approving agenda: B. Swisher

Board Member seconding the motion: A. Allen

Approval of April 18, 2011 Minutes – Unanimously approved.

Board Motion: Approve the Minutes.

Board Member motioning to approve minutes: B. Swisher

Board Member seconding the motion: A. Allen

Conflict of Interest

Nothing new to report

Reports

Nothing to report

Board Chair Updates – R. Elliott

- Ralph appointed A. Allen as the new Board Secretary. A. Allen will begin his duties as of the June Board meeting.
- Ralph also talked about the possibility of getting outside support for the National Youth Conference in Washington D.C. to assist the five students who were invited to attend.

Discussion: A. Allen would make some contacts and Dr. Shin would assist with finding grants to support the student initiative.

- World Vision – R. Elliott talked about the supplies that UA gets from World Vision's at least three times a year. This is an open warehouse that is open to educators to go and get supplies for their classroom and for the school. School districts pay an annual fee of \$50.00 per year for the services.

Board Motion: Approve Board Chair Updates.

Board Member motioning: B. Swisher

Board Member seconding the motion: A. Allen

Unanimously Approved

Finance Chair Report – B. Swisher

- *Balance Sheets*
Nothing new or questions on the finance sheets.
- *Check Register*
Nothing new or questions on the check register.
- *Journal Entry*
No questions regarding the Journal Entry.
- *Board Snap Shot*
No questions regarding Board "Snap Shot Report".
- FY12 Budget Proposal

Discussion: B. Swisher and Dr. Ly updated the board on the decision making of structuring a budget. Many assumptions are made in the beginning until the actual student body arrives. The budget is projected at 265 ADM. Budget revisions will be made during the school year.

Board Motion: Approve the budget.

Board Member motioning to approving the revision: B. Swisher

Board Member seconding the motion: A. Allen

Unanimously approved

Board Motion: Approve the finance report.

Board Member motioning to approving the revision: Dr. Shin

Board Member seconding the motion: A. Allen

Unanimously approved

Principal Report –Mai Saevang

- This week is the last week for MCA testing, results will be presented accordingly to these dates.
 - August 18 ~ preliminary results through MDE portal (only accessible to Admin with authority to view)
 - August 22 ~ MCA results are made public
 - September 1 ~ MCA results are presented to schools
- MAP testing will be from May 16 – May 24. Map testing is taken three times a year to show student growth. Joseph from ACET will put the data together and share it with the staff in June.

Board Motion: Approve the Principal Report.

Board Member motioning to approving the revision: B. Swisher

Board Member seconding the motion: A. Allen

Unanimously approved

Executive Director Report – Dr. Ly

- *Novation Education Opportunity – Authorizer Contract*

Discussion: Dr. Shin asked to have a little more time for the board to review the report since the report was received on a short notice.

B. Swisher had a comment and question. The comment was for the board to be aware that under NEO's contract Sect. 6.1 "Governance", every board member will have to have a background check done. Dr. Ly will get the forms to the board and email it back to Dr. Ly. Dr. Ly will process it with Luis Brown-Pena.

The question was to get clarification on sect. 8.1 part (a) “The grounds for non-renewal or termination for cause under charter law include:” item (1) “failure to meet the requirements for pupil performance contained in the contract”. There was not an attachment in the contract. Dr. Ly will speak with Dr. Rossi for clarification and inform the board.

The board will reconvene in a special meeting to discuss and approve the contract as soon as Dr. Ly needs board approval.

- *SIG II* ~ Corrective Action Plan has been completed and will be submitted into MDE by Wednesday, May 18, 2011.
- *Lease Aid Application* ~ Completed and delivered to MDE on Friday, May 13, 2011. There was a little change in the Conflict of Interest form but will wait to hear from Greg Hein to see if UA board needs to re-sign the form since UA was a head of the deadline, which is May 20, 2011.
- *Transportation Contract* ~ Signed and sent to Monarch. There were no rate increases for the coming year but the fuel surcharge will remain in place. UA will continue to work with 6 regular ed buses and 1 special ed bus.
- *MACS Membership* ~ UA became a member again in FY11 and saw a lot of benefits to being a member. The support and understanding of charters have been very valuable. It has been a branch that has many connections with different services and direct connection with MDE. The cost for FY12 would be \$3842.22, which is based upon student pupil and not a flat rate.

Board Motion: Approve the UA to become a member in FY12.

Board Member motioning to approving the revision: B. Swisher

Board Member seconding the motion: A. Allen

Unanimously approved

- *Professional Day* ~ Professional Day was on May 12, 2011. Many professionals came in to speak to the students at UA. Professions from Police Officers, Commercial Pilot's, engineers, News Channels, etc. came in to talk about their profession and how they got there.
- *YWCA* ~ SES programs have concluded but the YW Reads program continues until the end of the school year. YW Reads is a three program funded by United Way and YWCA. In the Fall, Principal Vang will work with the YW teachers on the teaching strategies UA uses with its students so that there is a correlation between UA and YW.
- *St. Paul Library* ~ St. Paul Library continues to partner with UA. They have been donating books to UA's green bookshelf, which books are given to students to

take home and keep. St. Paul Library has also partnered with UA in other areas such as student teaching and other projects that impact student literacy projects.

Discussion: Dr. Shin did ask if the books were being reviewed for cultural competence. Principal Vang did respond that the books were only being reviewed for age appropriateness but will inform the library staff to place a high value on the cultural piece too.

- *Staffing Changes* ~ There will be some staff changes in FY12. Principal Vang notified staff members of their future endeavors with UA during the week of May 9, 2011.
- *Bank Loan* ~ Loan has been approved for \$300,000.00. The renewal of the loan will be in October 2011 instead of March 2012. This will give more support to the schools if they need the financial assistance.

Committee Reports

- *Nothing new to report*

Old Business

- *Nothing new to report*

New Business

- *Nothing new to report*

Open Public Comments (Limited to 2 minutes)

- *No comments requested*

Meeting adjourned at 6:23 PM

Next meeting will be held on June 27, 2011.