



**Urban Academy Charter School  
School Board Meeting  
September 21, 2020  
Saint Paul, Minnesota**

**MINUTES**

<b>Board Members:</b>	<b>Ex-Officio Members:</b>	<b>Advisory Members:</b>
Melissa Jensen	Mongsher Ly	Luis Brown-Pena
Tamara Mattison		Ralph Elliott
Fong Lor		
Nancy Smith		
Caley Long		
Yu Yin Liao		
Ronsoie Xiong		
Chao Yang		

**Staff and Guests Attending:**


**Meeting called to order by Melissa Jensen, Board Chair at 6:05 PM via Zoom webinar**

**Acceptance of Agenda**

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda: Smith

Board Member seconding the motion: Mattison

Discussion: none

Unanimously approved

**Conflict of Interest**

None to report

**Approval of August 17, 2020 Minutes**

Board Motion: to approve the minutes

Board Member motioning to approve the minutes: Yang

Board Member seconding the motion: Mattison

Discussion: none

Unanimously approved

**Reports/Presentation**

None for this board meeting

**Board Member Reports/Ex-Officio Member Presentations:**

Board Chair, Melissa Jensen: nothing new to report

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

Superintendent, Dr. Ly:

#### **ADMINISTRATIVE**

- We've had discussion internally and with parents around their desire to students to learn in person, but we simply can't take that risk. We've seen other districts across the country close and restart and while we're hopeful that after winter break we'll have a solution, but for now we have to remain cautious and continue with distance learning. Staff have been very appreciative of the decision and have been responsive.
- IOWA Authorizer is the the Identified Official with Authority that will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize

Motion: to approve Dr. Mongsher Ly, mly@urbanacademymn.org, and EDIAM user ua408807 to act as the Identified Official with Authority (IOWA) for Urban Academy Charter School - 4088.

Board member motioning to approve Dr. Ly as the IOWA Authorizer: Xiong

Board member seconding the motion: Smith

#### **ACADEMICS:**

- Learning packets are being delivered along with food every Tuesday for our students. We are utilizing the bus system to do this as we're still paying for that service per MDE regulations.
- All of Chrome Books will be going home next week and we'll be working on getting all the students set up and ready.

#### **OPERATIONS**

- Lease aid FY 2020 was partially on hold because of new construction. Funding has now been approved given our new expansion's completion. Paperwork all submitted. Money from a portion of last year and this year will likely end up increasing our fund balance.
- Title 1 – 3 funds submitted and approved through MDE; COVID-19 funds approved as well through Title funds
- We are fully staffed and while teachers are utilizing the old cafeteria (spilt into 4 sections), next year we'll put four extra classrooms in cafeteria for 7<sup>th</sup> – 8<sup>th</sup> graders.
- Facility-wise: totally complete; just working on minor details. Board members are welcome to come by and take a look at what we built!
- Audit complete, very clean with a big fund balance. We are pressing this be filed ASAP with MDE

#### **COMMUNITY:**

- Coat drive underway: Lumen Christi and Securian still seeking to support us. They're trying to do a holiday gift wish—we're trying to streamline the process this year and make recommendations for grade/gender appropriate gifts. LC has been doing the coat drive on the side just for UA. Toys for Tots is on board, too
- No holiday meal this year so we need to everything we can to rally for our families. Donations accepted M-F from 8 – 4 pm.

#### **BOARD:**

- Board training: members asked to think through topics we would like to learn more about for our annual recertification; please consider November and December for training to commence virtually Jan – April

Motion: to approve the board member reports  
Board member motioning to approve the board member reports: Xiong  
Board member seconding the motion: Smith  
Discussion: none  
Unanimously approved

**Board Consent Agenda:**

- Policy 02.19 XI – Sexual Harassment

Motion: to approve the board consent agenda  
Board member motioning to approve the board consent agenda: Yang  
Board member seconding the motion: Mattison  
Discussion: none  
Unanimously approved

**Old Business:**

- None

**New Business:**

- Board retreat has been postponed to August 20-22, 2021 due to COVID-19. Please plan on attending next year!

**Open Public Comments (Limited to 2 minutes)**

- None

Board Motion: To adjourn the meeting at 6:50 PM  
Board Member motioning to approve to adjourn the meeting: Xiong  
Board member seconding the motion: Long  
Unanimously approved  
Meeting adjourned at 6:50 PM

**Next board meeting October 19, 2020 at 6:00pm via Zoom!**