



**Urban Academy Charter School  
School Board Meeting  
January 23, 2023  
Saint Paul, Minnesota**

**MINUTES**

<b>Board Members:</b>	<b>Ex-Officio Members:</b>	<b>Advisory Members:</b>
<input 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 checked="" type="checkbox"/> Ronsoie Xiong		
<input checked="" type="checkbox"/> Chao Yang		

<b>Staff and Guests Attending:</b>		
<input checked="" type="checkbox"/> Tu Nguyen, NEO	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Mr. Matt Cavanagh, 6 <sup>th</sup> grade teacher	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Meeting called to order by Fong Lor Vice Board Chair at 4:31 PM in-person**

**Acceptance of Agenda**

Corrections made: none  
Board Motion: Approve the agenda  
Board Member motioning to approving agenda: Xiong  
Board Member seconding the motion: Long  
Discussion: none  
Unanimously approved

**Conflict of Interest**

None to report

**Approval of November 21, 2022 Minutes**

Board Motion: to approve the minutes  
Board Member motioning to approve the minutes: Yang  
Board Member seconding the motion: Smith  
Discussion: none  
Unanimously approved

**Reports/Presentation:**

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

Board Chair, Melissa Jensen: not present

Treasurer, Dr. Tamara Mattison was not present to review snapshot for December 2022; Dr. Ly presented. Please see PDF for review.

Superintendent, Dr. Ly:

### **OPERATIONS:**

#### **General:**

- Extended time after winter break because of winter storm; we should be all right schedule-wise with our academic calendar
- Holiday party went well last month and we received many donations. Monarch and Sunrise Bnak donated many beverages. Food donated by catering company. We served close to 400 meals that evening.
- All MDE required reports have been submitted on time. Annual site visit on Feb 24, 2023. Annual learning walk for Feb 22, 2023.
- Dr. Ly has been forwarding information regarding charter regulations and updates. Proposed 4% increase in general formula fund for 2024 and 2% in 2025.
- Summer school scheduled being finalized with 16-17 days of instruction ending July 12

#### **Staffing:**

- Hired 4<sup>th</sup> grade and Social Studies teachers, but still in need of Special Ed and 6<sup>th</sup> Grade teacher

#### **Facility:**

- Dr. Ly to meet with Lumen Christi financial committee to discuss upstairs build-out. He will have more information soon. Progress may be made soon depending on timing of city's regulations on build-out of elevator. Early spring possible build-out date.

#### **COVID-19:**

- Mask mandate still in place at Urban Academy, at least for remainder of school year; that has helped keep flu rates down, too.
- Staff and student COVID testing continue, weekly on Wednesdays

#### **School Calendar/Events:**

- April 3-7 Spring Break
- June 14 last day of school

### **ACADEMICS:**

- Social Studies and Science program under review—still in progress with a decision by May. Staff presentation in early June.
- MCA planning instructions and assessment still underway every month. Dr. Ly part of task force for MCA planning to support students with special requirements and “bubble” students on the cusp of meeting standards. Long stretch of testing ahead until end of school year.

### **BUDGET/FINANCE DISCUSSIONS:**

- Budget review in progress and will be front of board soon for approval

### **COMMUNITY OUTREACH/DONATIONS:**

- Highland Park Council donated 40 refurbished bikes. We will distribute the end of school year.
- JP4 looking to expand their program. We have 30 kids in the program; they are seeking 40-50 kids every Thursday 4-5:30 p.m. for 10 weeks. Discussion under works to expand. They receive grants to support the program and we just provide transportation home.

**BOARD BUSINESS:**

- Board retreat FY23: updated board retreat weekend to final weekend of July 28 – July 30
- Please brainstorm ideas for retreat activities

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Liao

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: Long

Board member seconding the motion: Yang

Discussion: none

Unanimously approved

**Old Business:**

- None

**New Business:**

- None

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

- Tu Nguyen from NEO: thank you for all that you do. Governance and Leadership at school are great and all are doing good work. We will be here in February, all positive and learning walk should be fun and an opportunity for us to share what's working at Urban. Formal site visit will take place for compliance purposes. Reporting always good and on-time. NEO started a school leader group for leaders like Dr. Ly to chat, share information, and swap questions with each other. Keep up good work.

Board Motion: To adjourn the meeting at 4:54 p.m.

Board Member motioning to approve to adjourn the meeting: Xiong

Board member seconding the motion: Smith

Unanimously approved

Meeting adjourned at 4:54 PM

**Next meeting: February 20, 2023, at 4:30 p.m. in-person**