



**Urban Academy Charter School  
School Board Meeting  
April 17, 2023  
Saint Paul, Minnesota**

**MINUTES**

<b>Board Members:</b>	<b>Ex-Officio Members:</b>	<b>Advisory Members:</b>
<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 checked="" type="checkbox"/> Ralph Elliott
<input type="checkbox"/> Fong Lor		
<input 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"/> Eric from NEO	<input type="checkbox"/>	<input type="checkbox"/>
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**Meeting called to order by Melissa Jensen, Board Chair, at 4:35 p.m.**

**Acceptance of Agenda**

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda: Liao

Board Member seconding the motion: Yang

Discussion: none

Unanimously approved

**Conflict of Interest**

None to report

**Approval of March 20, 2023 Minutes**

Board Motion: to approve the minutes

Board Member motioning to approve the minutes: Xiong

Board Member seconding the motion: Long

Discussion: none

Unanimously approved

**Reports/Presentation:**

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

Board Chair, Melissa Jensen: Superintendent review; everyone sent in their reviews with good feedback. Is there anything we need to talk about? Question about where the reviews go by Caley. They stay on Dr. Ly's file and aren't sent along to another entities. Question from Melissa on whether the format is helpful.

Dr. Ly finds the comments helpful. If there is additional information we need from him, please do send along feedback directly. Melissa says Dr. Ly sometimes makes the job too easy sometimes! Lots of hard work goes into running UA smoothly and that alone isn't easy. Thank you, Dr. Ly!

Treasurer, Dr. Tamara Mattison was not present to review snapshot for March 2023; Dr. Ly presented. Please see Financial Snapshot PDF for review.

Superintendent, Dr. Ly:

### **OPERATIONS:**

#### **General:**

- Staff agreements have been sent out for next year . 90-94% have been returned already by staff. We'll be having a slight operational change for next year (year 21!) in that we will be having a School Principal (Mr. Joe Thompson) and Director of Academics (Mr. Tony Lang). The two will be taking more of an admin role in dealing with students, staff, and parents.
- 94% attendance for K-5, 96% 6-8 for parent school conferences.
- June charter school conference in Austin, TX coming up

#### **Staffing:**

- Looking for Sped teachers and paras for next year even with everyone returning.

#### **Facility:**

- Still waiting on decision from Lumen Christi on upstairs build-out. They have two options to present to us which will be shared very soon. Biggest issue is the city's requirements of an immediate installation of the elevator but there is a 7-8 month waitlist on elevator installation.

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

- Mask mandate has been lifted; masks now optional. This is per national lift of mask mandates.
- If staff/students are sick (coughing), we ask they wear a mask.
- Still testing on a weekly basis and hopefully we will do that through end of the school year.

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

- June 13 is graduation for PreK and 8<sup>th</sup> graders
- Last day of school is June 14
- June 19 summer school starts a bit later to follow SPPS schedule

### **ACADEMICS:**

- Joe and Tony will be here next month to discuss academics
- MCA Reading complete, followed by Math and Science in early May
- Ronnie shared he's been prepping for the students, snacks, drinks, set-up of rooms, etc.
- Students grew proficiency by 10% points last year, so it seems our shifts to improve are working.
- Social Studies and Science curriculum review has been completed and they will present in May their findings to the full staff.

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

- Monarch is again increasing in cost this year by 10-12%. \$350/day for usage of buses during the school year. We haven't had many issues this year with drivers, but other districts have had problems. We've been with Monarch nearly our full 21 years of operations so we are hopeful the cost will go down in the future.
- 990 has been filed with Gen Attorney office

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

- Monday June 12 at 1 p.m Highland Park Council will be giving out 60 brand new bikes!

**BOARD BUSINESS:**

- MACS emails are still being sent out to board. Check inbox ongoing for that.
- Getting ready for board retreat coming up! Please let Caley know if your plans change. She will send final RSVP tomorrow!

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Long

Board member seconding the motion: Yang

Discussion: none

Unanimously approved

**Board Consent Agenda:**

Motion: to approve the board consent agenda

Board member motioning to approve the board consent agenda: Yang

Board member seconding the motion: Liao

Discussion: none

Unanimously approved

**Old Business:**

- None

**New Business:**

- None

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

Board Motion: To adjourn the meeting at 4:58 p.m.

Board Member motioning to approve to adjourn the meeting: Liao

Board member seconding the motion: Long

Unanimously approved

Meeting adjourned at 4:58 PM

**Next meeting: May 15, 2023, at 4:30 p.m. in-person**