



**Urban Academy Charter School  
School Board Meeting  
September 20, 2021  
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 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"/> Jane Neuman, NEO	<input type="checkbox"/>	<input type="checkbox"/>
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**Meeting called to order by Melissa Jensen, Board Chair at 4:32 PM (in-person meeting)**

**Acceptance of Agenda**

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda: Lor

Board Member seconding the motion: Yang

Discussion: none

Unanimously approved

**Conflict of Interest**

None to report

**Approval of 8.16.21 Minutes**

Board Motion: to approve the minutes

Board Member motioning to approve the minutes: Liao

Board Member seconding the motion: Lor

Discussion: none

Unanimously approved

**Reports/Presentation**

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

Board Chair, Melissa Jensen: None

Board Finance Chair, Dr. Tamara Mattison not present; review last month's Financial Snapshot for details for fund balances and expenditures; see attachment

Superintendent, Dr. Ly:

#### **GENERAL INFORMATION, OPERATIONS and COVID-19 DISCUSSION**

- School year start has gone well
- Mask mandates in place per MDH and CDC requirements
- COVID-19 testing happening each week for staff and students (vaccinated staff optional); virtual spit test, free-of-charge
- Transportation has been difficult across the nation with shortages of bus drivers; we have had to combine routes so students are on the bus a bit longer. Two weeks for route changes due to lack of drivers. Many districts have cancelled after-school activities as we are down 40-50 drivers overall across the city.
- Renewed liability insurance for UA has been sent via email

#### **STAFF**

- Still seeking two EL teachers for this school year

#### **FACILITY**

- Markings for basketball court and 4-square court are up
- Open House was a success—78% student/parent attended; great turn-out

#### **ACADEMICS:**

- MAP testing start this week

#### **BUDGET**

- Audit still in progress because of federal funding which requires individual financial audits for those funding sources; draft coming soon in October, possibly November
- Lease aid approved and all title funds have been approved as well
- Bank account was hacked; unauthorized automatic withdrawal was noticed from a foreign account (under \$10). Account is now in a “positive pay lock”—all debit transactions need to be approved by Dr. Ly or Designs for Learning. Certain payees on white list are approved (payroll, retirement, etc.) Cost for this is \$25/month.

#### **COMMUNITY OUTREACH**

- On hold during COVID to limit people in the building; we hope to start this again someday in the future (specifically Securian) but not with Delta variant rise
- Junior Achievement also on hold for the time being

#### **BOARD BUSINESS:**

- Charter school MACS legislation currently happening: discussions around charter school building ownership and segregation in charter schools (Dr. Ly will continue to remain on board)
- Board office positions up for election
  - Melissa Jensen – Chair
  - Fong Lor – Vice Chair
  - Caley Long – Secretary
  - Dr. Tamara Mattison - Financial

Motion: to approve board member positions as they stand

Board member to approve board member positions as they stand: Smith

Board member seconding the motion: Long

Discussion: none

Unanimously approved

Motion: to approve the board member reports  
Board member motioning to approve the board member reports: Lor  
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: Long  
Board member seconding the motion: Lor  
Discussion: COVID-19 facial masking policy has a typo on the title page; Mongsher will update the typo  
Board member motioning to approve the board consent agenda with change: Yang  
Board member seconding the motion with the change: Liao  
Unanimously approved

**Old Business:**

- Board retreat an overall success despite short-staff at Lutsen; we will seek out Madden's again next year

**New Business:**

- None

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

- Jane N, NEO: so good to see everyone and I hope the school year goes well; facility looks amazing. Great work on Dr. Ly's part managing and leading the construction.

Board Motion: To adjourn the meeting at 4:57 PM  
Board Member motioning to approve to adjourn the meeting: Lor  
Board member seconding the motion: Liao  
Unanimously approved  
Meeting adjourned at 4:57: PM

**Next board meeting October 19, 2021 at 4:30 p.m.**