



**Urban Academy Charter School  
School Board Meeting  
February 27, 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 checked="" 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		

**Staff and Guests Attending:**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Meeting called to order by Melissa Jensen, Board Chair at 4:34 PM in-person**

**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 January 23, 2023 Minutes**

Board Motion: to approve the minutes

Board Member motioning to approve the minutes: Yang

Board Member seconding the motion: Liao

Discussion: none

Unanimously approved

**Reports/Presentation:**

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

Board Chair, Melissa Jensen: none

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

Superintendent, Dr. Ly:

### **OPERATIONS:**

#### **General:**

- NEO learning walk is scheduled for this Wednesday, and site visit this Friday
- We are at nine days of in-person learning cancelled, with six of those being distance learning. We may have to extend school days if more snow storms come.
- All MDE required reports have been submitted on time for upcoming school year. Lease aid coming up shortly with forms to sign by board.

#### **Staffing:**

- Still in need Special Ed and 6<sup>th</sup> Grade teacher. We continue to post and promote.

#### **Facility:**

- Still waiting on decision from Lumen Christi—we have asked them to put together three proposals to start construction upstairs by early next spring. Elevator orders are all 8-9 months out so we'll need to start early next year with building.

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

- Mask mandate still in place at Urban Academy, at least for remainder of school year
- Staff and student COVID testing continue, weekly on Wednesdays

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

- April 3-7 Spring Break
- June 14 last day of school
- Summer school starts June 19

### **ACADEMICS:**

- Social Studies and Science program will have completed proposal by April with everything ready to go by next fall.
- MCA planning instructions and assessment still underway every month. MCA and MAP testing around the corner.

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

- Budget review in progress within the next month and will be to board soon; fund balance still very healthy
- Enrollment has begun and we've been getting many online requests. We've paused mass mailings and with COVID people prefer online registrations.
- Austin, Texas June 18 – 21, 2023 for the National Charter School Conference including food and transportation; roughly 7-8 staff would attend

Motion: to approve the \$20,000.00 Budget for the National Charter School Conference

Board member motioning to approve the \$20,000 budget for the conference: Jensen

Board member seconding the motion: Lor

Discussion: Who would likely go to this event? Range of people would attend from different areas at UA. Would staff apply to attend or what will be the process? More than likely will be a random selection of people.

Unanimously approved

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

- Highland Park Council donated 40 refurbished bikes. We will distribute the end of school year. We may be receiving 20 more.
- 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.

### **BOARD BUSINESS:**

- Board retreat FY23: updated board retreat weekend to final weekend of July 28 – July 30
- Please let Caley know if you can't attend

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)**

- None

Board Motion: To adjourn the meeting at 4:51 p.m.

Board Member motioning to approve to adjourn the meeting: Long

Board member seconding the motion: Yang

Unanimously approved

Meeting adjourned at 4:51 PM

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