



**Urban Academy Charter School
School Board Meeting
May 21, 2018**

St. Paul, MN

6:00 PM

MINUTES

Board Members:	Ex-Officio Members:	Advisory Members:
<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 type="checkbox"/> Ralph Elliott
<input checked="" type="checkbox"/> Fong Lor		
<input checked="" type="checkbox"/> Kristin Evans		
<input type="checkbox"/> Nancy Smith		
<input checked="" type="checkbox"/> Caley Long		
<input checked="" type="checkbox"/> Yu Yin Liao		
<input type="checkbox"/> Ying Thao		

Staff and Guests Attending:

<input checked="" type="checkbox"/> Tony Vue, NEO	<input type="checkbox"/>	<input type="checkbox"/>
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Meeting called to order by Vice Board Chair—F. Lor at 6:01 PM
Board Minutes taken by Kristin Evans

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda.
 Board Member motioning to approving agenda: Evans
 Board Member seconding the motion: Liao
 Discussion: none
 Unanimously approved

Approval of March 19, 2018 Minutes

Board Motion: to approve the March 19, 2018 minutes
 Board Member motioning to approve the minutes: Long

Board Member seconding the motion: Mattison
Discussion: none
Unanimously approved

Conflict of Interest

None

Motion: to hear the reports and presentations
Evans
Long

Reports/Presentation

- none

Motion: to hear the board member/ex-officio reports
Board member motioning to hear the board member/ex-officio reports: Mattison
Board member seconding the motion: Long
Unanimously approved

Board Chair Updates – M. Jensen

- None

Finance Chair Updates—Tamara Mattison

- Snapshot

Executive Director Report – Dr. Ly

ADMINISTRATION DUTIES:

- ADM 340
- Student recruitment started
- Pre-K already full with a waiting list
- Lease aid application in progress

OPERATIONS:

- Will continue to use Monarch for transportation next year
- Still looking for 2 special education teachers and a pre K teacher
- Designation of Identified Official with Authority for the MDE external user access recertification system

Motion: to give Dr. Ly full authority to The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Dr. Mongsher Ly to act as the Identified Official with Authority (IOwA) and Stacey Beethem as the IOwA to add and remove names only for the [Urban Academy Charter School 4088-07](#) .

MDE external user access recertification system: Mattison
Board member seconding the motion: Lor
Unanimously approved

ACADEMICS:

- June 8th is the last day of school
- June 7th: Graduation for kindergarten at 10:30 am and 6th grade graduation at 5:30

- Summer school June 18th-July 13
- Staff returns on August 27th
- MCA testing is completed—good bump in scores
- Currently going through MAP testing
- Revision of math curriculum
- NEO & Framework change→% of pre k meet or exceed the ready for kindergarten benchmark

Motion: to make the change ready for kindergarten to being percentage of prekindergarten students that meet or exceed the ready for kindergarten benchmark

Board member motioning to make the change ready for kindergarten to being percentage of prekindergarten students that meet or exceed the ready for kindergarten benchmark: Long

Board member seconding the motion: Evans

Unanimously approved

COMMUNITY OUTREACH/DONATIONS:

- Securian has raised \$10,000 to purchase new Chromebooks
- Local churches want to continue to collect uniform clothes
-

Motion: to approve the reports

Discussion: none

Unanimously approved

Motion: to discuss the approval the consent agenda

Board member motioning to discuss the approval of the consent agenda: Mattison

Board member seconding the motion: Evans

Approval Consent Board Agenda

Narrative Summary Report

April 2018

FINANCIAL STATEMENT OVERVIEW-INCOME STATEMENT

GENERAL FUND - 01

As of April 30, 2018 the school has received in Fund 01 a total of \$3,406,895 of current Fiscal Year State, Federal, and Local revenues which is 73% of its current budgeted amount.

As of April 30, 2018 the school has expended in Fund 01 \$3,302,173 which is 77% of its current budgeted expense.

Urban Academy Charter School ended April 2018 with a current fiscal year to date Fund 01 positive balance

(revenues received less expenditures incurred) of \$104,722.

FOOD SERVICE FUND - 02

As of April 30, 2018 the school has received in Fund 02 a total of \$204,634 of current Fiscal Year State, Federal, and Local revenues which is 74% of its current budgeted amount.

As of April 30, 2018 the school has expended in Fund 02 \$279,707 which is 101% of its current budgeted expense.

Urban Academy Charter School ended April 2018 with a current fiscal year to date Fund 02 deficit balance (revenues received less expenditures incurred) of (\$75,073).

FINANCIAL STATEMENT OVERVIEW-BALANCE SHEET

Urban Academy Charter School had a total cash balance of \$1,252,530 at the end of April 2018 reflected across all funds. This includes funds held in the CD account.

Urban Academy Charter School had a balance of \$13,417 in accounts receivable at April 30, 2018. There was a balance of \$42,185 in current liabilities for general accounts payable and payroll liabilities at April 30, 2018. A portion of the liability is for payroll withholdings on the last day of the month which are not paid until the first days of the next month, thus they are reflected on the current balance sheet.

Urban Academy Charter School had an overall audited fund balance of \$1,850,738 at June 30, 2017 which includes its investments in fixed assets.

FINANCIAL STATEMENT OVERVIEW-BUDGETING AND OTHER FINANCIAL INFORMATION

Revenue activity listed on the Summary Income Statement are reflections of current year actual amounts and do not include calculations for revenue earned during the school year but not yet received. These amounts are calculated at year end as part of the audit preparation process.

Expenditures included in the Summary Income Statement are reported on actual activity and known accounts payable activity. Amounts unpaid but included in the statements will be paid for in the following month. Accounts Payable and Salary Accrual amounts are calculated at year end as part of the audit process.

Information reflected in these statements are based on data provided by school leadership and/or state and federal entities. These Statements are prepared for internal purposes and do not reflect audited data.

Policy Review: Open—no policies were discussed

Motion: to approve the consent agenda
Discussion: none
Unanimously approved

Motion: to discuss the old business
Board member motioning to discuss the old business: Liao
Board member seconding the motion: Long
Unanimously approved

Old Business

- Board retreat: August 17th-19th
- Only 1 board position to be replaced

Motion: to approve old business
Unanimously approved

Motion: to discuss new business
Board member motioning to discuss new business: Long
Board member seconding the motion: Evans
Unanimously approved

New Business

- None

Motion: to approve new business
Unanimously approved

Motion: to discuss public comments
Board member motioning to discuss public comments: Lor
Board member seconding the motion: Mattison
Unanimously approved

Open Public Comments (Limited to 2 minutes)

Motion: to approve public comments
Unanimously approved

Meeting adjourned at 6:37 pm
Board Motion: To adjourn the meeting at 6:37 pm
Board Member motioning to approve to adjourn the meeting: Long
Board member seconding the motion: Evans
Unanimously approved

Next meeting will be on Monday, June 18th at 6 pm!