



**Urban Academy Charter School
School Board Meeting
August 22, 2011
Urban Academy – St. Paul, MN
5:00 PM**

MINUTES

Board Members Attending:

Advisory Members:

<input type="checkbox"/> Ralph Elliott	<input checked="" type="checkbox"/> Mongsher Ly	<input type="checkbox"/> Rebecca Thaisen
<input checked="" type="checkbox"/> Melissa Hansen	<input checked="" type="checkbox"/> Mai Saevang	<input type="checkbox"/> Pamela Young
<input type="checkbox"/> Christopher Doeden		<input checked="" type="checkbox"/> Fong Lor
<input checked="" type="checkbox"/> Art Allen		<input checked="" type="checkbox"/> Luis Brown-Pena
<input type="checkbox"/> Barbara Shin		
<input checked="" type="checkbox"/> Tamara Mattison		
<input checked="" type="checkbox"/> Crystal Scott		
<input checked="" type="checkbox"/> Soua Her		

Staff and Guests Attending:

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Meeting called to order by Chair –M. Hansen, Vice Chair at 5:05 PM

Acceptance of Agenda

Board Motion: Approve the agenda as stated
 Board Member motioning to approving agenda: A. Allen
 Board Member seconding the motion: T. Mattison

Approval of July 18, 2011 Minutes – Unanimously approved.

Board Motion: Approve the Minutes.
 Board Member motioning to approve minutes: M. Hansen
 Board Member seconding the motion: A. Allen

Conflict of Interest

Nothing new to report

Reports

Nothing new to report

Board Chair Updates – R. Elliott (reported by M. Hansen)

- Because of increased duties and work and in his personal life, Christopher Doeden has resigned as a board member. He would still like to be considered as an outside source to assist with any needs of the school. His resignation was accepted. His position on the board will not be replaced. The board will continue to operate with 7 members.

Finance Chair Report – T. Mattison

- *Balance Sheets*
 - Because of the finance audit and audit prep, DL was unable to provide a balance sheet or a narrative report for July
- *Check Register*

Nothing new or questions on the check register.
- *Journal Entry*

No questions regarding the Journal Entry.

Principal Report – M. Vang (M. Ly – reported in absence of M. Vang)

- Nothing new to report

Executive Director Report – M. Ly

- The 60/40 funding source has been put in effect. Legislation has shifted funds so that the schools get more of their money upfront. But the holdback is still in effect until the following fiscal year. The last payment to schools will be February 28, 2012. A better projection of cash flow will be determined by October, before the loan renewal with the bank, to see if the school needs to increase its loan amount.
- Urban Academy is currently near full capacity for teachers and support staff will remain as it is, barring a change in financing from the State of Minnesota. Because of restructuring, Principal Vang has hired 13 new licensed teachers.

- Increase in student enrollment means that a second sixth grade classroom will have to be opened for FY12. Currently, enrollment is at 310, which is almost at school capacity.
- New employee orientation will be held on Friday, August 26, 2011. All the staff members report back on Monday, August 29, 2011 for a week of training. Students arrive on Tuesday, September 6, 2011 for grades (1-6) and Kindergartners arrive on Thursday, September 08, 2011.
- Finance Audit with HLB is in progress. It is projected that UA will be qualified to receive the MDE finance award, again. It was initially projected that UA would be at a deficit in fund1 but there was a \$300,000 funding source from Special Ed that was not included.
- Fund 2 (Food Program) remains at a deficit totaling \$43,810.52. This is a common issue with the food program. Salaries and benefits from cafeteria staff make up for most of the deficit in fund 2.

Board Motion: Approve to cover fund 2 deficit with fund 1 funds at 6/30/11.

Board Member motioning to approve to cover fund 2 deficit with fund 1: M. Hansen

Board Member seconding the motion: T. Mattison

Unanimously Approved

Committee Reports

- *Nothing new to report*

Old Business

- *Nothing new to report*

New Business

- *Nothing new to report*

Open Public Comments (Limited to 2 minutes)

- *No comments requested*

Meeting adjourned at 6:20 PM

Next meeting will be held on September 19, 2011.