



**Urban Academy Charter School  
School Board Meeting  
March 26, 2012  
Urban Academy – St. Paul, MN  
5:30 PM**

**MINUTES**

<b>Board Members:</b>	<b>Ex-Officio Members:</b>	<b>Advisory Members:</b>
<input checked="" type="checkbox"/> Melissa Hansen	<input checked="" type="checkbox"/> Mongsher Ly	<input type="checkbox"/> Luis Brown-Pena
<input type="checkbox"/> Art Allen	<input checked="" type="checkbox"/> Mai Saevang	<input type="checkbox"/> Pamela Young
<input type="checkbox"/> Tamara Mattison	<input checked="" type="checkbox"/> Ralph Elliott	<input type="checkbox"/> Fong Lor
<input checked="" type="checkbox"/> Barbara Shin		
<input type="checkbox"/> Crystal Scott		
<input checked="" type="checkbox"/> Kristen Evans		
<input type="checkbox"/> OPEN		

**Staff and Guests Attending:**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Meeting called to order by Chair – M.Hansen at 5:45 PM  
Board Minutes taken by K. Evans in the absence of M. Ly**

**Acceptance of Agenda**

Board Motion: Approve the agenda as is.  
Board Member motioning to approving agenda: Evans  
Board Member seconding the motion: Shin  
Unanimously approved.

**Approval of February 27, 2012 Minutes**

Board Motion: Approve the Minutes.

Board Member motioning to approve minutes: Evans  
Board Member seconding the motion: Shin  
Unanimously approved.

**Conflict of Interest**

Nothing new to report

**Reports/Announcements**

- Nothing to report

**Board Chair Updates – M. Hansen**

- Nothing new to report

**Finance Chair Report – T. Mattison** (*Ly reported in absence of Mattison*)

- *Balance Sheets*  
Nothing new or questions on the balance sheets.
- *Check Register*  
Nothing new or questions on the check register.
- *Journal Entry*  
No questions regarding the Journal Entry.
- *Budget Revision*  
Original budget was based on 265 ADM and has currently been updated to 297 ADM. Because of the budget 60/40, Urban Academy will not have summer school this year and there will be a salary freeze for FY13. Budget will be revised at the end of the school year to finalize the budget for FY12.

Board Motion: Approve the budget revision.  
Board Member motioning to approve the budget revision: Evans  
Board Member seconding the motion: Shin  
Unanimously approved.

**Principal Report – M. Vang**

- Principal Vang reported on the instructional strategies being used to assist the students to be more academically responsible for their learning.

Discussion: B. Shin would like to know more on how staff development is being implemented towards the instructional staff to help them become excellent teachers. Principal Vang will discuss this at the April's Board meeting.

## **Executive Director Report – M. Ly**

### **ADMINISTRATION DUTIES:**

1. Q Comp Application– Completed and was submitted to MDE on 3/15/12.
2. Lease Aid Application – In process, attended MDE training on 3/15/12.
3. Authorization – Review/Questions on the 4 year agreement?

Board Motion: Approve the contract with NEO as stated.

Board Member motioning to approve the contract: Evans

Board Member seconding the motion: Shin

Unanimously approved.

4. Proposal to move the Board meeting to Tuesdays at 5:30?

Discussion: The topic came up because of the attendance of Board members, not consistently making the meetings. It was discussed whether it was Monday's that was difficult or not. The outcome was to keep Board meetings on Monday's, for now, and will be revisited in the future.

5. Dr. Bryan Rossi from NEO will be attending April's Board meeting to meet everyone and to talk about how NEO operates with its charters.

### **OPERATIONS:**

1. Board Elections: By default, with 3 open positions, only 3 people were interested in sitting on the Board. Therefore, they were accepted as candidates and now they should be accepted as members.
  1. Michael Ahrant – Community Professional
  2. Crystal Scott – UA Parent
  3. Roger Sykes – UA Parent

Board Motion: Approve the newly elected members

Board Member motioning to approve the elected members: Evans

Board Member seconding the motion: Shin

Unanimously approved.

The members will be notified of their acceptance to the Board and will be asked to attend the April's Board meeting.

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

- Nothing to report

Board Motion: Approve all reports.  
Board Member motioning: Evans  
Board Member seconding the motion: Shin  
Unanimously Approved

### **Committee Reports/Comments**

### **Old Business**

### **New Business**

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

- *No comments requested*

Meeting adjourned at 6:45 PM

**Next meeting will be held on April 16, 2012.**