

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy
Board of Directors Meeting
Wednesday, November 19, 2015, 6:45-8:20 P. M

STEP ACADEMY's Campus
4100 East 66th Street
Inver Grove Heights. MN 55076

6:45 P.M. WELCOME FROM BOARD CHAIR: Two parents were introduced.

6:50 P.M CALL TO ORDER AND ROLL CALL:

Members present: Dr. Sandra Olmsted, Khadar Yassin, Dr. Tamany AbouAiad, Dr. Mohamed Aden, Abdirahman Hassan and Amena Abdullah

Administration: Dr. Mustafa Ibrahim

Guests: Mustafa Hurreh (parent); Ashor Ashorguray (parent)

6:55 P.M. APPROVAL OF THE AGENDA

7:00: P.M. APPROVAL OF THE October, 2015 BOARD MINUTES

October minutes approved without corrections.

7:05 P. M. OCTOBER 2015 FINANCIAL REPORTS

October financial statements were carefully reviewed and approved unanimously by all board members by vote call. Balances are normal and the school is viable financial condition.

7:30 P. M. ENROLLMENT AND ACADEMIC REPORT.

Current enrolled students are 235 equivalent to approximately to 280 ADM. We initially budgeted for 259 students. Mustafa Ibrahim gave an update about school lease. All correspondence regarding school lease from Landlord should be channeled through Cindy Lavorato (School Counsel). Audit fieldwork has been completed and every thing went well.

Mustafa Ibrahim gave an overview of Academic Report and updates. The school year started well and daily routines are going smoothly. Mathematics day, ACT prep, data analysis day, OLPA test to identify areas to strength.

Field trips: 30 upper students attended the national college – fair, 25 attended middle school math Zoo, 6th grade students went to Fort Snelling. NDSU visited school for recruitment. The Bakken Museum will be doing science experiments. Life Touch will be at STEP this Friday for pictures. AVID tutoring is going well. The school has purchased ACT and MCA preparation material. Parents attended

7:45P.M. OTHER BUSINESS:

2015-16 Staffing: Updates regarding staffing given by Mustafa Ibrahim.

Dr. Olmsted signed educational Assistant Employment Agreement for Anisa Fora Ali.

Plan to add ELL teacher was discussed.

Lease Aid working with MDE.

Pre-K to 5th Grade expansion application.

Review of lease agreement with Sacred Heart church property owner is in the process to be reviewed and negotiated with the help of Cindy Lavorato.

Recruitment parents on the Board: Process to look for board members discussed.

8:20 P.M. ADJOURNMENT: Motion to adjourn the meeting was brought by Dr.Olmsted and approved by all board members. Meeting was adjourned at 8:35pm