

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Wednesday, January 17, 2018, 6:55-8:20pm.

STEP ACADEMY's Campus
835 East 5th Street
St Paul, MN 55106

7:00 P.M. WELCOME FROM BOARD CHAIR

Members Present: Dr. Sandra Olmsted, Khadar Yassin, Deborah Bartlett, Abdirahman Hassan, Amina Mohamed

Members absent: Mustafa Hurreh, Dr. Tamany AbouAiad

STEP Academy: Mohamed Abdurahman

Guest: Mahmood Afey

7:00 ROLL CALL

Dr. Sandra Olmsted opened the meeting by welcoming all board members and guests that were present.

7:00 APPROVAL OF AGENDA

The Agenda was approved unanimously approved by roll call vote.

7:05 APPROVAL OF DECEMBER BOARD MINUTES

December 20th board meeting minutes were approved, seconded and carried.

7:10 ENROLLMENT and ACADEMIC REPORT: Deborah Bartlett

A curriculum review is in process for secondary English Language Arts staff. STEP Professional Learning Community (PLC) groups are reflecting on student progress and curriculum mapping. The ACCESS test for English Language Learners is scheduled for February. At STEP Academy, 75% of the students need to take this test. At the elementary level, a Friday teacher coaching session has been implemented where classroom teachers receive coaching for reading and math.

7:30 DECEMBER 2017 FINANCIAL REPORT: Mahmood Afey

Mahmood Afey was present to go over the finances with the board. We read the financial report and went over the statements. The statements looked good and were accurate. The school is on target and on budget and we are in a good viable position. We discussed the specifics in each of the sections of the financial report. A motion was made to approve the December 2017 financial report, it was seconded, and all present approved.

7:50 STEP Academy By-Laws Review: Dr. Sandra Olmsted

Dr. Sandra Olmsted reviewed the By-Laws of STEP Academy that we had gone over at the December meeting. We discussed the section regarding an annual meeting and when it would be

held and what would be included in an annual meeting. Next month we plan on looking at Section 12 on page 7.

8:20 ADJOURN

The meeting was adjourned at 8:20 pm by unanimous vote.