

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday August 26th 2019 5:30-7:30 P.M.

STEP ACADEMY's Campus
835 5th St E.
St Paul, MN 55106

- 5:30 P.M. **CALL TO ORDER**, Welcome, and Roll Call: Board Chair
- 5:05 P.M. **APPROVAL OF THE AGENDA**
- 5:10 P.M. **APPROVAL OF MINUTES** from June 17th Board Meeting
- 5:20 P.M. **ACADEMIC REPORT:** Update on teachers; enrollment Report — Traci Moore and Mustafa Ibrahim
- 6:00 P.M. **FINANCIAL REPORTS, June and July 2019:** Mustafa Ibrahim and Mahmoud Afey
- 6:30 P.M. **CONSIDERATION/DISCUSSION** of what STEP needs in Financial Management/HR Services*
- 7:00 P.M. **OTHER NEW BUSINESS/** Assignment of work to subcommittees
- 7:30 P.M. **ADJOURNMENT**

* Such as, but not necessarily limited to —

- Financial/Business Manager
- Managed IT Services
- Payroll Services
- HR (Need further discovery to provide customized solutions specific to the needs of the school)
- Timekeeping, Time Management, scheduling and Vacation Request Approvals