

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy

Board of Directors Meeting
Monday, October 21, 2019, 5:30-7:25pm

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

5:35 P.M. WELCOME FROM BOARD CHAIR

Members Present: Abdulrazzaq Mursal, Deborah Bartlett, Rahima Ahmed, Amina Mohamud, Mohamed Shuriye

Members absent: Dr. Sandra Olmsted

STEP Academy: Dr. Mustafa Ibrahim, Exec. Director; Mahmoud Afey, Business Manager; Ahmed Mursal, Assistant Director of Operations.

5:35 ROLL CALL

Amina opened the meeting by welcoming all board members and guests that were present.

5:40 APPROVAL OF AGENDA

The Agenda was approved as rearranged and unanimously approved by roll call vote.

5:45 APPROVAL OF September 16th and September 30th BOARD MINUTES

September 16th and September 30th board meeting minutes were corrected approved by roll call vote.

5:50 CONFLICT OF INTEREST CHECK: Dr. Mustafa Ibrahim

There is no conflict of interest at this time.

5:55 SEPTEMBER 2019 FINANCIAL REPORT: Mahmood Afey, Business Manager

Mahmoud Afey presented the September 2019 Financial Statement and explained STEP Academy's current finances. The Board carefully examined the financial report and discussed the specifics of the report. The current finances looked good and there were no discrepancies. The school is on target and on budget and we are in a good viable position. A motion was made and seconded to approve the September 2019 financial report, and it was approved by unanimous vote.

6:15 ENROLLMENT and ACADEMIC REPORT: Dr. Mustafa Ibrahim, Exec. Director

Dr. Mustafa gave the Academic Report and explained the details of the current enrollment. There are 650 students enrolled in grades K-12.

The first PTO Back to School Night on October 3rd went well. There were approximately 100 family members in attendance. Teachers presented information about their structure and curriculum to families in their classrooms.

MEA was last week where there was no school and we had internal training here for teachers.

MDE sent a letter stating that they looked at our expansion application. They approved 13 out of 14 areas and need clarification on one area. The deadline to submit information is November 14, 2019.

Secondary teachers are working on the curriculum maps by adding vocabulary and pacing information.

There were several trainings last Thursday and Friday during professional development days. Trainings included: Positive Behavior Interventions/Supports (PBIS). Tier 2 Support for Elementary Reading (from PRESS trainer @ the University of MN).

6:45 PUBLIC COMMENTS

There were no public comments this month.

6:50 OTHER BUSINESS: Dr. Mustafa Ibrahim, Exec. Director

Dr. Mustafa discussed the Teacher Evaluation Model and we will have the details of this next month.

The Board reviewed STEP Academy Policy 1.1.1 and 1.2. A motion was made, seconded, and approved by unanimous vote.

A committee was formed to look for an attorney to represent STEP Academy. The members are Abdulrazzaq Mursal, Deborah Bartlett, and Mohamed Shuriye.

A motion to approve Dr. Mustafa to attend the Resilient School in Action conference on education and leadership November 7-10, 2019 in Maryland, seconded and approved by unanimous vote.

7:25 ADJOURN The meeting adjourned at 7:25pm by unanimous vote.