

STEP ACADEMY
Science, Technology, and Engineering Preparatory Academy
Board of Directors Meeting
Monday, April 19th 2021, @5:30 Pm
STEP ACADEMY's Campus (Via Zoom)
835 East 5 th Street
St Paul, MN 55106

Board Member Names	Present	Absent
Rahima Ahmed	X	
Amina Mohamud	X	
Abdulrazzaq Mursal	X	
Abdiladif Sanbul	X	
Mohamed Shuriye	X	
Guests		
STEP Academy Leadership: Dr. Mustafa Ibrahim, Traci Moore, Emma Olson, Kathryn Martin and Ahmed Mursal		
Paul Scanlon from IQS		
5:35- Call to order		
Abdulrazzaq Mursal. Board Chair		
School Mission Statement: STEP Academy will empower students to use their personal attributes and acquired knowledge to lead productive lives and become contributing members of the global community.		
5:38: Declaration of Conflict of Interest if any		
Board members attested that there are no conflicts of interest at this time		
5:44: Approval of the Agenda		
Motion A motion was made to approve the April 19 th agenda		
Made by: Mohamed		
Seconded by: Rahima Ahmed		

Vote: The agenda was approved by all board members

5:50 APPROVAL OF MINUTES from March 15th 2021 Board Meeting

Motion

A motion was made to approve the March 15th 2021 minutes

Made by: Abdiladif Sanbul

Seconded by: Rahima Ahmed

Discussion: The Board has reviewed and discussed the March 15th Minutes

Vote: The minute from March 15th 2021 board meeting was approved by all board members

5:55. Public Comment

No public comment

5:55 PM:00 FINANCIAL REPORTS: Mike Pocrnich- TAG.

Michael Pocrnich (TAG) presented the February March financial statements to the Board.. He explained the reports and indicated that the school is doing well and has a solid financial base. The Board carefully examined the financial reports 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. The school administration and TAG are working on the 2021-22 budget and will present to the board on May 2021 board meeting.

Motion

A motion to approve the March financial statements was made by Rahima Ahmed

Seconded by:Abdiladif Sanbul

Vote: The March 2021 financial reports was approved by unanimous vote.

Mike also presented in length to the board. "Travel and Reimbursement Policy")A STEP Academy Travel and Reimbursement Policy was presented to the Board and a motion was made to approve the document by Rahima Ahmed, seconded by Abdiladif Sanbul and approved by all members present.

6:10. Distance Learning Plan Report by Leadership Team

Enrollment: As of 04/15/2021 STEP Academy Elementary 247 students. STEP Academy Secondary 378 students

We are in the beginning stages of planning for graduations and end of the year celebrations. We are planning a one-day outdoor gathering for elementary in the form of a field day at a park and a trip to Valleyfair as has been the tradition for secondary students. These are planned as safer COVID activities where students can see each other, but also remain distanced.

The assessment calendar for the remainder of the school year has been set. All required MCA tests will be given with transportation provided. Fastbridge tests, the ACT, and Benchmark Reading Assessments have either been scheduled or are in progress already. We will have all MDE and IQS required assessments completed by May 21.

All required surveys for IQS have been completed, and we have met the highest level of excellence for parent, student, and teacher surveys, getting an average of 90% or higher in the targeted areas. I am attaching that data as well.

Student Surveys		
	Gr. 3-5	Gr. 6-12
Distance Learning Success	90%	87%
Acceptance	96%	91%
Quality of Education	83%	91%
Averages	90%	90%
TOTAL AVERAGE	90%	

Teacher Surveys	
School Satisfaction	100%
Distance Learning Program	96%
Professional Roles/Responsibilities	89%
Professional Development	85%
TOTAL AVERAGE	93%

Parent Surveys		
	Elementary	Secondary
Distance Learning Success	95%	96%
Acceptance	Not Assessed	99%
Quality of Education	98%	100%
Averages	97%	98%
TOTAL AVERAGE	97%	

As of 04/15, we have a total of 43 students part of the on-site program. 13 of the 43 students are elementary students and 30 students are secondary. We are seeing great success with this program and hope to continue to add students to the program that need our support.

On Monday, May 24th students in Kindergarten through second grade will be having their field day at Indians Mounds Regional Park and on Tuesday, May 25th students in third through fifth grade will be having theirs. Students will be bussed directly to the park where they have 2 hours of field day and lunch with their teachers. Kindergarten graduation will be taking place at the end of field day. We are looking forward to gathering as a group for the first and last time of the school year. On Friday, May 28th 6th-12th grade will be going to Valley Fair.

The Special Education department is growing consistently and organically.

Growth Numbers of 2020-21 & Anticipated Growth in 2021-22	
Beginning of 2020-21 School Year, Number of Students	26
Number of students moved out of town / graduated	-4
Current SpEd Students	34
New Initial Evaluations	+4
2021-22 school year (grew by 12 students)	38
Expected Growth in 2021-22 (same as the 2020-21 SY)	12
Anticipated Number of SpEd Students by the end of the 2021-22 SY (same growth (12) as previous year)	50
Anticipated Number of SpEd Students by the end of the 2022-23 SY (same growth (12) as previous year)	62
Max-Out Caseloads at 10 students per Case Manager (6) with 1 DCD Case Mgr. maximum of 5.	
15% of Student Enrollment (650) with potential need for 10 SpEd Teachers and 12 SpEd Paras.	97

Extended School Year (ESY) Summer School begins June 7 - Aug.4.

6:25: Other Business:

- 1- **Salary schedule for non-teachers.** A STEP Academy salary schedule for non-teachers was presented to the Board and a motion was made to approve the document by Mohamed Shuriye , seconded by Abdiladif Sanbul and approved by all members present.
- 2- **IQS request a follow up on the forensic review.** The Board discussed using ABDO, EICK & MEYERS, LLP as a resource for this review. Abdul has agreed to contact this agency and discuss scheduling a time for further communications.
- 3- **Legal Services.:** Attorney, Cindy L. Lavorato gave a presentation to the Board describing her prior knowledge and relationship with STEP Academy school and what a relationship/services she is looking forward for the upcoming school year.
- 4- The Board discussed retaining Cindy L, Lavorato as general counsel. A motion was made to approve Cindy L. Lavorato as a general counsel for STEP Academy by Amina Mohamud, seconded by Rahima Ahmed and approved by all members present.

6:30 PM Motion to adjourn the meeting.

Motion Made by: Abdiladif Sanbul

Seconded by: Mohamed Shuriye

Vote: All board members voted yes