



**Urban Academy Charter School  
School Board Meeting  
June 20, 2022  
Saint Paul, Minnesota**

**MINUTES**

<b>Board Members:</b>	<b>Ex-Officio Members:</b>	<b>Advisory Members:</b>
<input checked="" type="checkbox"/> Melissa Jensen	<input checked="" type="checkbox"/> Mongsher Ly	<input type="checkbox"/> Luis Brown-Pena
<input checked="" type="checkbox"/> Tamara Mattison		<input type="checkbox"/> Ralph Elliott
<input checked="" type="checkbox"/> Fong Lor		
<input checked="" type="checkbox"/> Nancy Smith		
<input checked="" type="checkbox"/> Caley Long		
<input checked="" type="checkbox"/> Yu Yin Liao		
<input checked="" type="checkbox"/> Ronsoie Xiong		
<input checked="" type="checkbox"/> Chao Yang		

**Staff and Guests Attending:**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Meeting called to order by Melissa Jensen, Board Chair at 4:30 PM via Zoom**

**Acceptance of Agenda**

Corrections made: none  
 Board Motion: Approve the agenda  
 Board Member motioning to approving agenda: Lor  
 Board Member seconding the motion: Yang  
 Discussion: none  
 Unanimously approved

**Conflict of Interest**

None to report

**Approval of May 16 2022 Minutes**

Board Motion: to approve the minutes  
 Board Member motioning to approve the minutes: Xiong  
 Board Member seconding the motion: Lor  
 Discussion: none  
 Unanimously approved

**Reports/Presentation**

**Board Member Reports/Ex-Officio Member Presentations:**

Board Chair, Melissa Jensen:

- Board member terms expired this year (Caley Long, Melissa Jensen, Nancy Smith and Fong Lor), all members have agreed to continue for another term (2023-2026). All members were re-elected.

Board Motion: to approve the re-elected members for 2023-2026 term  
Board Member motioning to approve the new term: Smith  
Board Member seconding the motion: Yang  
Discussion: none  
Unanimously approved

- Board Positions for FY23:
  - Melissa Jensen – Board Chair
  - Fong Lor – Vice Chair
  - Caley Long – Secretary
  - Dr. Tamara Mattison – Finance Chair

Board Motion: to approve the Board Positions for FY23  
Board Member motioning to approve the new term: Liao  
Board Member seconding the motion: Xiong  
Discussion: none  
Unanimously approved

Treasurer, Dr. Tamara Mattison reviewed snapshot for June financials; see PDF for additional information

Superintendent, Dr. Ly:

### **OPERATIONS:**

#### **General:**

- Summer school started today June 20; most students are in the central AC portion of the building and we were able to open mobile units as well
- Ending FY22 and now onto FY23 (our 20<sup>th</sup> year!)
- We received another 4 star Excellence Award for our Pre-K program (valid for 2 years)
- FY23 School Calendar will follow be aligned with St. Paul Schools calendar.

Board Motion: to approve the FY23 School Calendar  
Board Member motioning to approve the FY23 Calendar: Lor  
Board Member seconding the motion: Smith  
Discussion: none  
Unanimously approved

- Identified Official with Authority (IOWA) system – MDE (Dr. Mongsher Ly, Superintendent)

Board Motion: to approve Dr. Ly as the IOWA authority  
Board Member motioning to approve Dr. Ly as the IOWA authority: Xiong  
Board Member seconding the motion: Yang  
Discussion: none  
Unanimously approved

#### **Staffing:**

- Recruiting for Middle School Science and Tech teacher as well as 4<sup>th</sup> grade teacher
- We did hire a new EL teacher and are now at full capacity in that area

#### **Facility:**

- Dr. Ly to meet with contractors and architects this week for build-out of new space on second floor; we have prelim drawings complete. Estimate of \$800K to complete. Science lab and extra classrooms as well as tech room in the design.

**COVID-19:**

- We will continue CDC and MDH requirements for masking and safety
- Indoor masking
- Looking to bring back “normal” recess and lunchroom practices for summer school
- Weekly Wednesday testing of students and staff

**School Calendar/Events:**

- Summer School June 20 – July 15, 8 – 2:30 pm each day
- Middle School June 2 Track and Field

**ACADEMICS:**

- Reading and Math programs have been revamped from previous years; from supplies to assessments to observations: have all been changed.
- Social Studies and Science will also shift next academic year
- MCA planning will also be re-looked at (preparation, scheduling, timing, etc.). We may end up testing them earlier in the year.

**BUDGET/FINANCE DISCUSSIONS:**

- Fund balance continues to grow (we have recently been denied federal grant funding for supplies because the fund balance is too high, although our application scored 5/5)
- Transportation costs continue to rise: \$100,000 - \$150,000 estimated as an increase for next year, a 10-12% increase. Monarch has been able to maintain our bus routes with minor glitches

**COMMUNITY OUTREACH/DONATIONS:**

- JP4 works with middle schools to do mentor/tutor programming for students and will work with us likely this fall. Transportation is the biggest issue. They would run a 2:30 – 4 pm after-school program. Cap of 35-40 students. Working on reading, math and other projects for grades 2 – 6.

**CHARTER SCHOOL LEGISLATION NEWS:**

- MACs emails will continue to be sent to board members; Dr. Ly sits on their board and on a charter committee. State budgets have been approved for this coming year but has yet to be divvied up.

**BOARD BUSINESS**

- Dr. Ly will send an article on board assessment; please read ahead of retreat
- We will do a larger assessment at the retreat

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Yang

Board member seconding the motion: Lor

Discussion: none

Unanimously approved

**Board Consent Agenda:**

Motion: to approve the board consent agenda

Board member motioning to approve the board consent agenda: Yang  
Board member seconding the motion: Lor  
Discussion: none  
Unanimously approved

**Old Business:**

- None

**New Business:**

- Back at Madden's—weekend of July 22 – 24, 2022
- Given that we have been well under our budget, meals for board members and family will be covered

**Open Public Comments (Limited to 2 minutes)**

- None

Board Motion: To adjourn the meeting at 5:03 PM  
Board Member motioning to approve to adjourn the meeting: Lor  
Board member seconding the motion: Smith  
Unanimously approved  
Meeting adjourned at 5:03 PM

**NO JULY MEETING**