



**Urban Academy Charter School  
School Board Meeting  
October 16th, 2023  
Saint Paul, Minnesota**

**MINUTES**

**Board Members:  
Members:**

**Ex-Officio Members:**

**Advisory**

<input type="checkbox"/> Melissa Jensen	X <input type="checkbox"/> Mongsher Ly	X <input type="checkbox"/> Luis Brown-Pena
<input type="checkbox"/> Tamara Mattison		<input type="checkbox"/> Ralph Elliott
X <input type="checkbox"/> Fong Lor		
X <input type="checkbox"/> Nancy Smith		
X <input type="checkbox"/> Caley Long		
X <input type="checkbox"/> Yu Yin Liao		
X <input type="checkbox"/> Ronsoie Xiong		
X <input type="checkbox"/> Chao Yang		

**Staff and Guests Attending:**

<input type="checkbox"/> Mr. Lang	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Mr. Thompson	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Andy from Redpath	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Meeting called to order by Melissa Jensen, Board Chair, at (TIME)4:34pm**

**Acceptance of Agenda**

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

**Conflict of Interest**

None to report

**Approval of LAST MEETING DATE Minutes**

Board Motion: to approve the minutes  
 Board Member motioning to approve the minutes: Xiong

Board Member seconding the motion: Long  
Discussion: none  
Unanimously approved

**Reports/Presentation:**

Andy Huron – Redpath Audit

- Audit Fincial Statements
- Board responsible for finances make sure everything is correct
- Audit procedures
- Guide for charter schools during audit
- Journal entries
- Asking staff questions
- General dispersment of funds
- Federal dollars spent as ment to be spent
- Report refer to PDF

Principal Thompson and Tony Lang

- Academic report
- Assessments
  - o Pre k Work sampling checklist
  - o K-8 Acadience Reading
  - o K – Acadience Math
- Fall MAP Assessment
- Spring MAP Assessment
- ELL WIDA ACCESS
- Pre K
  - o Fidelity
- K – 2
  - o Phonemic Awareness
  - o Phonics
  - o HagertyUFLy
- 3 – 5
  - o Phonics
  - o Morphology
- K – 8
  - o Fish Tank
- Writing
  - o Writing revolution
- Math
  - o Reveal Math
  - o IXL.com supplement learning
  - o Generation Genius
  - o Arrive

- Aleks
- WIN (What I Need)
  - Where are classes at overall
  - How to help students get to grade level
- Tony, Brooklyn, Matt Coaching
  - Teacher curriculum support
  - Teacher competency checklist
  - Formal Observations
- Student Motivation
  - Dragon Pride
  - Student Council
  - Peacemakers WISE Skills
  - JP4 Diamond Club
  - Dragon Clubs
  - Student Leadership
  - Monday Soccer

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

Dr. Ly – Finance Budget

- As of September 31, 2023, **General Fund 01** has received a total of \$1,524,666 of Federal, and local state revenues which is 22% of its budgeted amount. We have spent \$1,505,991 which is 20% of the current budgeted amount.
- Urban Academy Charter School ended September 31, 2023, with a year-to-date **General Fund 01** with a positive balance of \$18,675.
- As of September 31, 2023, **Food Service Fund 02** has received a total of \$0 of Federal, and local state revenues which is 0% of its budgeted amount. We spent \$37,688 which is 8% of the current budgeted amount.
- Urban Academy Charter School ended September 31, 2023, with a year-to-date **General Fund 02** with a negative balance of (\$37,688).
- As of September 31, 2023, **Community Service Fund 04** has received a total of \$6,875 of Federal, and local state revenues which is 15% of its budgeted amount. We spent \$1,135 which is 2% of the current budgeted amount. **Same as last month.**
- Urban Academy Charter School ended September 31, 2023, with a year-to-date **General Fund 04** with a balance of \$5,740. **Same as last month.**

- Urban Academy Charter School had a total cash balance of \$3,951,587 at the end of September 31, 2023, reflected across all funds.
- Fixed asset investment is \$1,060,770 on June 30, 2023.
- Overall Fund balance: \$4,146,648 at June 30, 2023.

**Payouts: September 2023**

Nelson’s Carpet Care	<b>\$ 5,004.59</b>
Healthiest You	<b>\$ 410.00</b>
East Side Maintenance	<b>\$ 30,171.95</b>

**Administration Report:**

Dr. Ly – Superintendent

**OPERATIONS:**

**General:**

- NEO 5 Year renewal – 75% Average score (70% above to get 3-5 year renewal)
- NEO Annual Site Visit – November 30, 2023
- Annual Report (draft) is completed. Will be finalized within a couple of weeks and then posted on UA website.

**Staffing Needs:**

- FY24: Additional Title I and EL teacher

**Facility:**

- Lumen Christi working on final paperwork for the build-out.
- Request to City for elevator installation has been su
- Plans are to begin the build-out by mid winter
- Main Plans will be for a science lab, technology lab and classrooms.

**COVID19:**

- No major issues.
- Staff and students are continuously monitored for any health concerns.

- Everyone is encouraged to be vaccinated with COVID and Flu shots.

**School Calendar/Events:**

- MEA weekend ~ October 19 & 20

**ACADEMICS:**

- Joe Thompson Report

**BUDGET/FINANCE DISCUSSIONS:**

- Andy Huron Report of Audit

**COMMUNITY OUTREACH/DONATIONS:**

- Lumen Christi
  - **Coat/Clothes drive: October – November**
- Urban Academy
  - **Clothes and Food Drive**

**CHARTER SCHOOL LEGISLATION NEWS:**

- Sending MACS updates to the UA board to read the current news.

**BOARD BUSINESS:**

- Possible Board retreat discussions:
  1. Strategic Plan for the next 3-5 years
- **Board retreat at Madden's is scheduled for:**
  - August 2-4, 2024
  - It's on hold for us for the moment

Motion: to approve the board member reports

Board member motioning to approve the board member reports: Xiong

Board member seconding the motion: Yang

Discussion: none

Unanimously approved

**Board Consent Agenda:**

Motion: to approve the board consent agenda

Board member motioning to approve the board consent agenda: Xiong

Board member seconding the motion: Yang

Discussion: none

Unanimously approved

**Old Business:**

- None

**New Business:**

- None

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

Board Motion: To adjourn the meeting at 5:29 PM

Board Member motioning to approve to adjourn the meeting: Long

Board member seconding the motion: Yang

Unanimously approved

Meeting adjourned at 5:29 PM

**Next meeting: November 20, 2023 at 4:30  
p.m. in-person**