



**Urban Academy Charter School
School Board Meeting
November 20th, 2023
Saint Paul, Minnesota**

MINUTES

**Board Members:
Members:**

Ex-Officio Members:

Advisory

<input checked="" type="checkbox"/> Melissa Jensen	<input checked="" type="checkbox"/> Mongsher Ly	<input checked="" type="checkbox"/> Luis Brown-Pena
<input checked="" type="checkbox"/> Tamara Mattison		<input type="checkbox"/> Ralph Elliott
<input checked="" type="checkbox"/> Fong Lor		
<input 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 checked="" type="checkbox"/> Dr. Jean Neuman (NEO)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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: Yang

Board Member seconding the motion: Liao

Discussion: none

Unanimously approved

Conflict of Interest

None to report

Approval of October 16, 2023 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:

- None

Board Member Reports/Ex-Officio Member Presentations:

Board Financial Report by Dr. Mattison:

- As of October 31, 2023, **General Fund 01** has received a total of \$2,029,183 of Federal, and local state revenues which is 29% of its budgeted amount. We have spent \$2,161,942 which is 29% of the current budgeted amount.
- Urban Academy Charter School ended October 31, 2023, with a year-to-date **General Fund 01** with a deficit balance of (\$132,758).
- As of October 31, 2023, **Food Service Fund 02** has received a total of \$32,106 of Federal, and local state revenues which is 6% of its budgeted amount. We spent \$103,928 which is 21% of the current budgeted amount.
- Urban Academy Charter School ended October 31, 2023, with a year-to-date **General Fund 02** with a negative balance of (\$71,821).
- As of October 31, 2023, **Community Service Fund 04** has received a total of \$9,691 of Federal, and local state revenues which is 22% of its budgeted amount. We spent \$1,135 which is 2% of the current budgeted amount.
- Urban Academy Charter School ended October 31, 2023, with a year-to-date **General Fund 04** with a positive balance of \$8,556..
- Urban Academy Charter School had a total cash balance of \$3,970,739 at the end of October 31, 2023, reflected across all funds.

Superintendent Report by Dr. Mongsher Ly

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 and the WBWF has been completed, submitted to MDE and posted on our website
- Parent conferences were held on 11/15-11/17 = Average of 90% parent participation

Staffing Needs:

- FY24: Added a Title I teacher = 3 Title teachers.

Facility:

- Lumen Christi working on final paperwork for the build-out.
- Request to City for elevator installation has been requested
- 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:

- NEO Site Visit ~ Thursday, November 30, 2023 (10:00am-1:00pm)
- Family Holiday Meal ~ Wednesday, December 20, 2023 (5:30pm-7:00pm)
- Securian Toy giveaway ~ Thursday, December 21 at 2:00pm in the gym
- UA Toy giveaway ~ Friday, December 22 at 1:30PM
- Last of School before Winter Break ~ Friday, December 22, 2023
- Return from Winter Break ~ Monday, January 8, 2024

ACADEMICS:

- Completed Fall MAP testing

BUDGET/FINANCE DISCUSSIONS:

- Auditors will file all necessary reports to MDE and State.

COMMUNITY OUTREACH/DONATIONS:

- Lumen Christi
 - **Coat/Clothes drive: October – November**
- Monarch Bus Company and Sunrise Bank
 - Donated beverages to the Holiday Meal

CHARTER SCHOOL LEGISLATION NEWS:

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

BOARD BUSINESS:

- Holiday Cup – Happy Holidays!!
- Board Plaque - 21 Years of Service to UA community!!
- **Board retreat at Madden’s is scheduled for:**
 - August 2-4, 2024
 - Possible Board retreat discussions:
 - By-Laws Review and Update
 - Strategic Plan for the next 3-5 years

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: Lor

Board member seconding the motion: Tamara

Discussion: none

Unanimously approved

Old Business:

- None

New Business:

- None

Open Public Comments (Limited to 2 minutes)

Board Motion: To adjourn the meeting at 4:58 PM

Board Member motioning to approve to adjourn the meeting: Mattison

Board member seconding the motion: Liao

Unanimously approved

Meeting adjourned at 4:58 PM

Next meeting: at Jan 30, 2024:30 p.m. in-person