



**Urban Academy Charter School
School Board Meeting
February 26, 2024
Saint Paul, Minnesota**

MINUTES

Meeting called to order by Melissa Jensen, Board Chair, at (TIME) 4:32pm

Roll Call Mr. Ron Xiong:

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

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda:

<input type="checkbox"/> Jensen	<input checked="" type="checkbox"/> Lor	<input type="checkbox"/> Mattison	<input type="checkbox"/> Long	<input type="checkbox"/> Smith	<input type="checkbox"/> Liao	<input type="checkbox"/> Yang	<input type="checkbox"/> Xiong
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Board Member seconding the motion:

<input type="checkbox"/> Jensen	<input type="checkbox"/> Lor	<input type="checkbox"/> Mattison	<input type="checkbox"/> Long	<input checked="" type="checkbox"/> Smith	<input type="checkbox"/> Liao	<input type="checkbox"/> Yang	<input type="checkbox"/> Xiong
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Discussion: none

Unanimously approved

Conflict of Interest

- None to report

1/22/2024 Minutes

Board Motion: to approve the Minutes

Board Member motioning to approving Minutes:

<input type="checkbox"/> Jensen	<input type="checkbox"/> Lor	<input type="checkbox"/> Mattison	<input type="checkbox"/> Long	<input type="checkbox"/> Smith	<input type="checkbox"/> Liao	<input type="checkbox"/> Yang	<input checked="" type="checkbox"/> Xiong
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Discussion: none

Unanimously approved

Reports/Presentation:

- None

Board Member Reports/Ex-Officio Member Presentations:

Board Chair – Melissa Jensen - None

Board Finance Chair – Dr. Tamara Mattison

Dr. Mattison (Dr. Ly reporting) BUDGET/FINANCE DISCUSSIONS:

- As of December 31, 2023, **General Fund 01** has received a total of \$3,068,809 of Federal, and local state revenues which is 44% of its budgeted amount. We have spent \$3,426,908 which is 46% of the current budgeted amount.
- Urban Academy Charter School ended December 31, 2023, with a year-to-date **General Fund 01** with a deficit balance of (\$358,098).
- As of December 31, 2023, **Food Service Fund 02** has received a total of \$178,197 of Federal, and local state revenues which is 36% of its budgeted amount. We spent \$242,941 which is 49% of the current budgeted amount.
- Urban Academy Charter School ended December 31, 2023, with a year-to-date **General Fund 02** with a negative balance of (\$64,744).
- As of December 31, 2023, **Community Service Fund 04** has received a total of \$17,668 of Federal, and local state revenues which is 39% of its budgeted amount. We spent \$4,712 which is 10% of the current budgeted amount.
- Urban Academy Charter School ended December 31, 2023, with a year-to-date **General Fund 04** with a positive balance of \$12,955.
- Urban Academy Charter School had a total cash balance of \$3,839,614 at the end of December 31, 2023, reflected across all funds.
- Urban Academy Charter School had an overall audited fund balance of \$4,146,648 at the end of December 31, 2023, the school had net loss of (\$409,887).

Superintendent – Dr. Mongsher Ly

OPERATIONS:

General:

- Planning for FY25 has begun (enrollment, transportation, food and nutrition, early childhood, etc.)
- Waiting to hear back from NEO on the new agreement for the new contract for the next 5 years. It's in process and to be submitted to MDE by April.

Staffing Needs:

- FY25: Begin a teacher pool for interviews.

Facility:

- Lease draft is with Craig Kepler for review. Waiting for his recommendations before it's sent back to Lumen Christi.

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:

- Testing Season for the next several months.
- Spring Break April 8-12
- Last Day of School June 7 – July 12, 2024

ACADEMICS:

- Continue to enhance academic support to teachers (literacy and math) by team teaching
- MCA planning team meetings on strategies, data and assessments
- MDE has been sending “Testing” monitoring teams to schools without notice.
- Summer School is to run from June 17 – July

BUDGET/FINANCE DISCUSSIONS:

- Budget review and revisions
- Initiated and approved Audit for August 2024 (Redpath and Co) – FY24

COMMUNITY OUTREACH/DONATIONS:

- JP4 After School Program – worked together on a MDE after school grant for \$425,000 to support and build a stronger after school program into the future.
- Karen Family Nights ~ Educational Night for Parents

CHARTER SCHOOL LEGISLATION NEWS:

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

BOARD BUSINESS:

- **Board retreat at Madden's is scheduled for:**
 - August 2-4, 2024
 - Possible Board retreat discussions:
 - By Laws revision & Strategic Plan for the next 3-5 years

Board Member/Ex-Officio Member Reports

Board Motion: to approve the Board Member/Ex-Officio Member Reports

Board Member motioning to approving Reports:

<input type="checkbox"/> Jensen	<input type="checkbox"/> Lor	<input type="checkbox"/> Mattison	<input type="checkbox"/> Long	<input checked="" type="checkbox"/> Smith	<input type="checkbox"/> Liao	<input type="checkbox"/> Yang	<input type="checkbox"/> Xiong
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Board Member seconding the motion:

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Discussion: none

Unanimously approved

Consent Board Agenda

- Finance Report & Revised Budget: Budget Revision
- Policy/Bylaws Reviews:

Board Motion: to approve the Consent Board Agenda

Board Member motioning to approving Agenda:

<input type="checkbox"/> Jensen	<input type="checkbox"/> Lor	<input type="checkbox"/> Mattison	<input type="checkbox"/> Long	<input checked="" type="checkbox"/> Smith	<input type="checkbox"/> Liao	<input type="checkbox"/> Yang	<input type="checkbox"/> Xiong
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Discussion: none

Unanimously approved

Old Business:

- None

New Business:

- None

Open Public Comments (Limited to 2 minutes)

- None

Adjournment

Board Motion: to adjourn meeting

Board Member motioning to adjourn:

<input type="checkbox"/> Melissa	<input type="checkbox"/> Lor	<input type="checkbox"/> Tamara	<input type="checkbox"/> Caley	<input type="checkbox"/> Nancy	<input type="checkbox"/> Yu Yin	<input type="checkbox"/> Chao	<input checked="" type="checkbox"/> Ronsoie
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Discussion: none

Unanimously approved

Adjourned at (time): 5:04pm

Next meeting: March 18, 2024