



**Urban Academy Charter School
School Board Meeting
November 25, 2024
Saint Paul, Minnesota**

MINUTES

Meeting called to order by Melissa Jensen, Board Chair, at (TIME) 4:35pm

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 checked="" type="checkbox"/> Luis Brown-Pena	
<input checked="" type="checkbox"/> Fong Lor		<input type="checkbox"/> Ralph Elliott	
<input checked="" type="checkbox"/> Tamara Mattison			
<input checked="" type="checkbox"/> Caley Long			
<input type="checkbox"/> Nancy Smith			
<input checked="" type="checkbox"/> Yuyin 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 type="checkbox"/> Lor	<input checked="" type="checkbox"/> Mattison	<input type="checkbox"/> Long	<input type="checkbox"/> Smith	<input checked="" 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 type="checkbox"/> Smith	<input checked="" 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

10/21/2024 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 (Board Chair)

- None

Financial Management – Dr. Mattison (Finance Chair)

FINANCIAL STATEMENT OVERVIEW-INCOME STATEMENT

- As of October 31, 2024, **General Fund 01** has received a total of \$2,139,550 of Federal, and local state revenues which is 28% of its budgeted amount. We have spent \$2,362,527 which is 31% of the current budgeted amount.
- Urban Academy Charter School ended October 31, 2024, with a year-to-date **General Fund 01** with a deficit balance of (\$222,977).
- As of October 31, 2024, **Food Service Fund 02** has received a total of \$73,179 of Federal, and local state revenues which is 14% of its budgeted amount. We spent \$124,623 which is 22% of the current budgeted amount.
- Urban Academy Charter School ended October 31, 2024, with a year-to-date **General Fund 02** with a deficit balance of (\$51,444).
- As of October 31, 2024, **Community Service Fund 04** has received a total of \$0 of Federal, and local state revenues which is 0% of its budgeted amount. We spent \$9,094 which is 20% of the current budgeted amount.
- Urban Academy Charter School ended October 31, 2024, with a year-to-date **General Fund 04** with a deficit balance of (\$9,094).
- Urban Academy Charter School had a total cash balance of \$2,774,902 at the end of October 31, 2024, reflected across all funds.
- Fixed asset and long-term debt total is \$1,494,301 on June 30, 2024.

Payouts: October 2024

AUFDERWORLD Corp	\$ 6,379.00
EZY-Ride 4U LLC	\$ 5,100.00
Done Right Food	\$ 61,384.90

Superintendent – Dr. Mongsher Ly

OPERATIONS:

General:

- Sport teams – Fall sports ended with success and Winter sports (boys basketball began October 31st).
- STAR report - Completed
- World Best Work Force (WBWF) & Annual Report – Completed and submitted to MDE
- In search (RFP) of a new Food and Nutrition Program (sent to MDE and posted in the Villager news paper)
 - Horizon
 - Premier Kitchen
 - CKC

Recommendation is with CKC which is more catering towards our population of our students and have a history of great service and representation of professionalism. The NEW food provider will display their food sample at the Holiday meal to the staff and students.

Board Motion: to approve the acceptance of CKC RFP:

Board Member motioning to approving the acceptance of CKC RFP:

<input type="checkbox"/> Jensen	<input type="checkbox"/> Lor	<input checked="" 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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Discussion: none

Unanimously approved

- Cyber Security Insurance is in place as of November 1, 2024.

Staffing Needs:

- SpEd Teacher
- EL Teacher

Facility:

- Mr. Greg Preslicka (Mural Artist) began his work on Monday, November 4th. Cafeteria and Upstairs work and will also be working with Ms. Burkhardt art classes on creative arts.

COVID19:

- No new news!! STAY SAFE....

School Calendar/Events:

- Thanksgiving Break November 28th and 29th
- Holiday Meal ~ December 19th (5:00pm – 7:00pm)
- Winter Break – December 23 – January 3

ACADEMICS:

- Ms. Addison Filiatreux – Book cart for middle school and Kindergarten (book selection)
 - 24 books in 8th grade
 - 39 in 7th grade
 - 20 6A
 - 15 6B

BUDGET/FINANCE DISCUSSIONS:

- 11/5/24 ~ Check fraud from someone down in LA. Stole a check (\$6875), which was made out to MDE and put her name on it and tried to cash it. Had to close the old school account and open a new account. Mr. Elliott and I took care of it.
- New Administration (Trump) – Federal Concerns (things are turned over to the state)
 - Title funding (move to block grants with NO strings attached ~ cost 20,000 teacher jobs)
 - SpEd funding (cut funding)
 - Headstart programs (cutting FREE fooding program)

COMMUNITY OUTREACH/DONATIONS:

- Toys For Tots – Registered and Approved
- Securian – Making a Wish Gift giving
- Lumen Christi – Angel Wishes

CHARTER SCHOOL LEGISLATION NEWS:

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

BOARD BUSINESS:

- Referencing back to NEO – Tu Nguyen Board Observation on 9/16/24 for the Board to address Board Elections.
 - Jensen, Lor, Long, Smith (incumbents)– Re-Election (current term FY23-FY25)
 - Board nominations and elections will take place in the new year.
 - Board nominations and the election process will be discussed in January by the Board.
- Board Training Development for this school year FY25
 - January Topics: Elections, School Health and Safety, program oversight and evaluation
 - February Topics: Policy Development and review, Authorizer contract relationship, and cultural Diversity
 - March Topics: Effective parent and community relations, legal liability, and state standards

Board Motion: to approve the FY25 Board Development Training topics and schedule

Board Member motioning to approving Board Development Training:

<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

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

Unanimously approved

Consent Board Agenda

- Finance Report & Revised Budget:
- Policy/Bylaws Reviews: By- Laws Revision (according to the new laws)

Board Motion: to approve the Revised By-Laws

Board Member motioning to Approve the Revised By-Laws:

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

Unanimously approved

Board Motion: to approve the Consent Board Agenda

Board Member motioning to approving the Consent Agenda:

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

Unanimously approved

Adjourned at (time): 5:15pm

NEXT MEETING: NO Scheduled December Board Meeting.