Urban Academy Charter School
School Board Meeting
May 18, 2026
Saint Paul, Minnesota

MINUTES

Meeting Called to Order by Melissa Jensen, Board Chair (Time) 4:33 PM.

Roll Call Ms. Chao Yang:

Board Members	Ex-Officio Members	Advisory	Guest
☒Melissa Jensen	☒Mongsher Ly	☒Luis Brown-Pena	
☐Fong Lor		☐Ralph Elliott	
☒Caley Long		☒Ronsoie Xiong	
☒Yuyin Liao		☐Nancy Smith	
☒Chao Yang			
☒Jasmyne Catino			

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approve agenda:

☐Jensen	☐Lor	☐Catino	☐Long	☐Liao	☒Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☒ Catino	☐Long	☐Liao	☐Yang

Discussion: none

Unanimously approved

Conflict of Interest

- None to report

4/27/2026 Minutes

Board Motion: approving the Minutes

Board Member motioning to approve Minutes:

☐Jensen	☐Lor	☐ Catino	☐Long	☒Liao	☐Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☐ Catino	☐Long	☐Liao	☒Yang

Discussion: none

Unanimously approved

Reports/Presentation:

- None

Board Member Reports/Ex-Officio Member Presentations:

Board Chair – Melissa Jensen (Board Chair)

- Dr. Ly overview with the Board and Dr. Ly.
  - Composite Performance Rating 41.6
  - Total Possible 45
  - Average Rating per Factor 4.61
- Dr. Ly is approved and his agreement for FY27 is agreed up and accepted by the School Board.

Board Motion: Approve Dr. Ly's Agreement
Board Member motioning to approve Dr. Ly's Agreement

☐Jensen	☐Lor	☐Catino	☒Long	☐Liao	☐Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☒ Catino	☐Long	☐Liao	☐Yang

Discussion: none
Unanimously approved

- Congratulations on the 2026 MACS Leadership Award.

Financial Management overview by Caley Long

As of **April 30, 2026**, General Fund revenues total **$5,733,740 (81% of budget)** and expenditures total **$5,878,020 (78% of budget)**, resulting in a year-to-date deficit of **($144,280)**.

Food Service Fund revenues total **$412,112 (73% of budget)** with expenditures of **$530,491 (94% of budget)**, reflecting a year-to-date deficit of **($118,379)**.

Community Service Fund revenues total **$40,500 (90% of budget)** and expenditures total **$31,670 (70% of budget)**, resulting in a year-to-date positive balance of **$8,830**.

Total cash on hand as of April 30, 2026, was **$1,128,565**, with **$92,649 in current liabilities**. The School's audited fund balance as of June 30, 2025 totaled **$2,252,269**, including **$1,089,972 invested in fixed assets and long-term debt**.

The financial statement(s) reflect the adopted budget of 440 ADM / 449 (including PreK 24 ADM). State aid is currently being paid on 448 ADM.

Major April Cash Outflows
• Lumen Christi (Lease): **$62,500.00**
• Monarch Bus Service (Transportation): **$58,686.39 / $7,943.85**
• Minnesota Healthcare Consortium (Benefits): **$35,741.46**
• IRS Payroll Taxes: **$37,673.26 / $31,292.34**
• CKC Good Food (Food Service): **$28,920.00 / $28,849.00**
• TRA Contributions: **$20,413.62 / $16,688.48**

• PERA Contributions: **$8,437.49 / $7,842.49**

Bank Total for March: $437,668.11

Superintendent – Dr. Mongsher Ly

OPERATIONS:

General:

- Won the 2026 Leadership Award from MACS.
- State reports and applications have been completed for FY27.

Staffing Needs FY27:

- Needs: 4th and 5th grade teacher, SpEd Teacher (2)

Facility:

- Lease Aid application in progress.

COVID19/HEALTH REPORTS:

- No new news!! STAY SAFE….
  - Get vaccinated for the Flu and COVID
  - Monitor masking and distance learning as needed with cough and cold symptoms.

School Calendar/Events:

- Last Day of School – June 9
- Summer School – June 22-25, 29-7/2, 7/6-7/9, and 7/13-7/16
- Staff Orientation – August 26 (New Staff Orientation), August 27, 28, 31, 1, 2 (Staff Development) ~ Wednesday, September 2 (OPEN HOUSE 3 PM -7 PM)

ACADEMICS:

- All MCA testing has been completed. Waiting on actual data, reading will be revealed by MDE in the Fall.

BUDGET/FINANCE DISCUSSIONS:

- Letter of Credit $300,000.00 with Sunrise Bank renewed
- Cyber Fraud – Ongoing – last information by the banks is being collected and sent to SDC for review. UA and DL have turned in all information needed by the SDC.
  - Wright Specialty (cyber insurance payment) – Paid $46,667.25

    - TMHCC (Fraudulent Impersonation payment) – Paid $250,000.00
    - Total payment on the fraud claim totaled $296,667.25 out of $977,030.00
    - NEXT STEP: Discuss with DL about what they can assist with the difference amount: $680,362.75
- Compensatory Aid (Federal funds) – IF the Feds decide to cut these funds for FY27, UA will be at a loss of about $600,000.00. These are the Food and Nutrition funds (State no longer accepts the free/reduced lunch forms, they look at DIRECT service, for funding).
- End of the year FY26 budget projects a "surplus" of $124,910.00.

- FY26 Budget Revision

1. Enrollment 440 ADM / PPU 458.4
2. State aid revenue is based on PPU 458.8
3. Salary & Benefits based on current Employment Agreements & benefit enrollment
4. Contract Services, Supplies/Materials, Other Expenditures based on YTD activity / contracts
5. Estimated permanent fund transfer of Food Service Program is $82,000
6. Projected fund balance is $2,300,827, which is 31.2% of the operational expenditure budget.

- FY27 Budget Approval

Board Motion: to approve the FY27 Budget
Board Member motioning to approve the FY27 Budget:

☐Jensen	☐Lor	☒Catino	☐Long	☐Liao	☐Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☐Catino	☐Long	☒Liao	☐Yang

Discussion: none
Unanimously approved

- Payout PTO at $20.00 per hour over 216 hours

Board Motion: to approve the PTO payout at $20.00 per hour over 216 hours
Board Member motioning to approve the PTO payout:

☐Jensen	☐Lor	☐Catino	☒Long	☐Liao	☐Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☒Catino	☐Long	☐Liao	☐Yang

Discussion: none
Unanimously approved

COMMUNITY OUTREACH/DONATIONS:

- On-going Clothes Drive
- On-going Food Shelf Drive for families

CHARTER SCHOOL LEGISLATION NEWS:

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

BOARD BUSINESS:

- Board Election results from (Ms. Catino, UA Parent Board and Ms. Jensen, UA Board Chair)
  - Ms. Chao
  - Ms. Liao
  - Dr. Yang
- 20 folks cast their vote in the Board Election
- Three-year Terms (July 2026-2029) – 2 Elected
  - Yuyin Liao - Incumbent
  - Chao Yang - Incumbent
- Dr. Yang did **not** get elected.

Board Motion: to approve the New Elected Board Members
Board Member motioning to approve the New Elected Board Members:

☐Jensen	☐Lor	☒Catino	☐Long	☐Liao	☐Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☐Catino	☒Long	☐Liao	☐Yang

Discussion: none
Unanimously approved

- Approval on FY27 Board Calendar.
  - Discussion: Approval on meeting time 4:30 PM will remain the same.

Board Motion: to approve the FY27 Board Meeting Calendar
Board Member motioning to approve the FY27 Board Meeting Calendar:

☐Jensen	☐Lor	☐Catino	☐Long	☐Liao	☒Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☒Catino	☐Long	☐Liao	☐Yang

Discussion: none
Unanimously approved

- Overview of the Board Retreat on July 31 – August 2, 2026
  - Topics ~ Read Act, LETRS and Instructional Operations/AI technology.

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

☐Jensen	☐Lor	☐Catino	☐Long	☒Liao	☐Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☐Catino	☐Long	☐Liao	☒Yang

Discussion: none
Unanimously approved

Consent Board Agenda

- Finance Report & Revised Budget: FY27 Budget
- Policy/Bylaws Reviews:

Board Motion: approving the Consent Board Agenda
Board Member motioning to approve the Consent Agenda:

☐Jensen	☐Lor	☐Catino	☐Long	☐Liao	☒Yang

Board Member seconding the motion:

☐Jensen	☐Lor	☒Catino	☐Long	☐Liao	☐Yang

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:

☐Melissa	☐Lor	☐Catino	☐Long	☐Liao	☒Yang

Board Member seconding the motion:

☐Melissa	☐Lor	☐Catino	☐Long	☒Liao	☐Yang

Discussion: none
Unanimously approved
Adjourned at (time): 5:15pm

NEXT MEETING: June 15, 2026 @ 4:30 PM via ZOOM