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
☒Melissa Jensen	☒Mongsher Ly	☒Luis Brown-Pena	
☒Fong Lor		☐Ralph Elliott	
☒Tamara Mattison			
☒Caley Long			
☐Nancy Smith			
☒Yuyin Liao			
☒Chao Yang			
☒Ronsoie Xiong			

Acceptance of Agenda

Corrections made: none

Board Motion: Approve the agenda

Board Member motioning to approving agenda:

☐Jensen	☐Lor	☒Mattison	☐Long	☐Smith	☒Liao	☐Yang	☐Xiong

Board Member seconding the motion:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☒Liao	☐Yang	☐Xiong

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:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☐Yang	☒Xiong

Board Member seconding the motion:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☒Yang	☐Xiong

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:

☐Jensen	☐Lor	☒Mattison	☐Long	☐Smith	☐Liao	☐Yang	☐Xiong

Board Member seconding the motion:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☒Yang	☐Xiong

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 Filiatreaux – 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:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☐Yang	☒Xiong

Board Member seconding the motion:

☐Jensen	☐Lor	☒Mattison	☐Long	☐Smith	☐Liao	☐Yang	☐Xiong

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:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☐Yang	☒Xiong

Board Member seconding the motion:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☒Yang	☐Xiong

Discussion: none
Unanimously approved

Consent Board Agenda

- Finance Report & Revised Budget:
- Policy/Bylaws Reviews: By- Laws Revision (according to the new laws) and Policy 5.11 & 5.12

Board Motion: to approve the Revised By-Laws
Board Member motioning to Approve the Revised By-Laws:

☐Jensen	☐Lor	☐Mattison	☒Long	☐Smith	☐Liao	☐Yang	☐Xiong

Board Member seconding the motion:

☐Jensen	☒Lor	☐Mattison	☐Long	☐Smith	☐Liao	☐Yang	☐Xiong

Discussion: none
Unanimously approved

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

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☒Liao	☐Yang	☐Xiong

Board Member seconding the motion:

☐Jensen	☐Lor	☐Mattison	☐Long	☐Smith	☐Liao	☐Yang	☒Xiong

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	☒Mattison	☐Long	☐Smith	☐Liao	☐Yang	☐ Xiong

Board Member seconding the motion:

☐Melissa	☐Lor	☐Mattison	☐Long	☐Smith	☒Liao	☐Yang	☐Xiong

Discussion: none

Unanimously approved

Adjourned at (time): 5:15pm

NEXT MEETING: NO Scheduled December Board Meeting.