



**Urban Academy Charter School
School Board Meeting
September 21, 2026
Saint Paul, Minnesota**

MINUTES

Meeting Called to Order by Fong Lor, Vice Chair (Time) 4:35 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
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Board Member seconding the motion:

☐ Jensen	☐ Lor	☐ Catino	☒ Long	☐ Liao	☐ Yang
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Discussion: none

Unanimously approved

Conflict of Interest

- None to report

8/24/2026 Minutes

Board Motion: approving the Minutes

Board Member motioning to approve Minutes:

☐ Jensen	☐ Lor	☐ Catino	☒ Long	☐ Liao	☒ Yang
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Board Member seconding the motion:

☐ Jensen	☐ Lor	☒ Catino	☐ Long	☐ Liao	☐ Yang
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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 overview by Caley Long

As of **August 31, 2026**, General Fund revenues total **\$1,053,674 (14% of budget)** and expenditures total **\$631,619 (8% of budget)**, resulting in a current fiscal year-to-date positive balance of **\$422,055**.

Food Service Fund revenues total **\$60,721 (9% of budget)** with expenditures of **\$36,506 (6% of budget)**, reflecting a current fiscal year-to-date positive balance of **\$24,214**.

Community Service Fund revenues total **\$0 (0% of budget)** and expenditures total **\$0 (0% of budget)**, reflecting no activity to date this fiscal year, with a balance of **\$0**.

Total cash on hand as of August 31, 2026, was **\$1,245,376**, with **\$81,958 in current liabilities**. The projected FY25–26 change in fund balance is a deficit of **\$355,205** across all funds; the FY26 audit is scheduled for early September 2026. The overall fund balance as of June 30, 2026 is estimated at **\$1,279,332** (unaudited; final balance pending completion of the FY26 audit). Fixed assets and long-term debt total **\$980,113**.

The financial statement(s) reflects the adopted budget of 440 ADM / 446 PPU

Major August Cash Outflows

- Lumen Christi (Lease): **\$62,500.00**
- Minnesota Healthcare Consortium (Benefits): **\$35,032.54**
- IRS Payroll Taxes: **\$32,228.84 / \$30,028.92**
- CKC Good Food (Food Service): **\$5,267.20**
- TRA Contributions: **\$18,487.71 / \$16,757.00**
- PERA Contributions: **\$6,953.92 / \$6,675.73**

Total for August: \$300,126.06

Superintendent – Dr. Mongsher Ly

ADMINISTRATION DUTIES:

- Paid at ADM: 445.00
- ADM: 464 as of 9/17/26 submission (479 students enrolled)

OPERATIONS:

General:

- Good start to the school year with the common hiccups with transportation and new last minute student enrollments.
- September 8th ~ Grades 1-8
- September 10th ~ Grades Prek - K

Staffing Needs FY27:

- Needs: 4th, SpEd Teacher (2)

Facility:

- No new additions or big improvements.
- Regular wear and tear fixtures.

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:

- **MEA Weekend ~ October 15 & 16**
- **Thanksgiving Weekend ~ November 26 & 27**

ACADEMICS:

- Limited assessment for students. ~ MAP and MCA core.
- Academic team will report at the October Board meeting.

BUDGET/FINANCE DISCUSSIONS:

- **Finance Audit** began the week of September 7th
 - Fong and I have met and completed the auditor's questionnaire.
 - Auditors will present the audit at the November board meeting.

A couple of notes for the board – FY26 preliminary year end projection - 2 of the largest yearend entries that factored into the yearend numbers for SY25-26:

- On recommendation of the auditor, the remaining balance of the fraudulent transactions of \$681,946 was written off against fiscal year 2026 expenditure budget. As the police investigation wraps up, and if the school receives additional payments, it will be recorded into the year the money is received (as revenue).
- FY26 State aid revenue was calculated on 409 ADMs vs the budget of 440 ADMs.

- Passed the **Maintenance Of Effort (MOE)** SpEd funding for FY26 by MDE.

COMMUNITY OUTREACH/DONATIONS:

- Family nights and Highland Park Council

CHARTER SCHOOL LEGISLATION NEWS:

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

BOARD BUSINESS:

- **NO** new board elections for this coming year. We could add a couple more community professionals and parents to the board.

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
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Board Member seconding the motion:

☐ Jensen	☐ Lor	☒ Catino	☐ Long	☐ Liao	☐ Yang
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Discussion: none

Unanimously approved

Consent Board Agenda

- Finance Report & Revised 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
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Board Member seconding the motion:

☐ Jensen	☒ Lor	☐ Catino	☐ Long	☐ Liao	☒ Yang
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Discussion: none

Unanimously approved

Old Business:

- None

New Business:

- Board Retreat for FY27 – July 30th – August 1st, 2027

Open Public Comments (Limited to 2 minutes)

- Tu Nguyen from NEO (authorizer)
 - Thank the board for the on-going continued support and good work for the students and district
 - Legislative updates on policies and procedures
 - Site visits/learning walks ~ appreciation for leading in the Read Act requirements
 - Thanks to board member, Caley Long, for her support in food shelves for other schools
 - Invitation to the board to attend the Fall NEO Celebration of Learning on November 10th, 2026

Adjournment

Board Motion: to adjourn meeting

Board Member motioning to adjourn:

☐ Jensen	☐ Lor	☐ Catino	☒ Long	☐ Liao	☐ Yang
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Board Member seconding the motion:

☒ Jensen	☐ Lor	☐ Catino	☐ Long	☐ Liao	☐ Yang
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Discussion: none

Unanimously approved

Adjourned at (time): 5:00pm

NEXT MEETING: October 19, 2026 at 4:30 PM