

BOARD MEETING MINUTES

Friday, September 25th, 2015 from 2:24 PM – 3:06 PM
 Location: Metro Schools, Room 105

Call to order: The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:24 PM on Friday, September 25th, 2015.

Board Members Present or Absent:

Name	Present/Absent
Abdulkadir Abdalla (Board Chair & Community Member)	P
Mohamed Mohamud (Vice Chair & Community Member)	P
Lakisha Witter (Secretary & Teacher Board Member)	P
Osman Samatar (Parent Board Member)	P – late arrival 2:18
Mohammad Osman (Community Board Member)	A
Alia, O’Loughlin (Teacher Board Member)	A

Guests and Community Members Present:

Name	Position/Role
Ahmed Elmi	School Director of Metro Schools
Keillen Curtis	Legal Counsel to the Board
Shane Weinand	Rocketship Strategies
Robert Procaccini, CPA	Finance Representative (Dieci School Finance, LLC)
David Greenberg	ACNW Director of Charter School Authorizing
Alia	ACNW Intern

Metro Schools’ Mission

Metro Schools College Prep is committed to academic excellence and closing the achievement gap by establishing rigorous goals for students, parents, teachers and the school. Metro Schools College Prep values cultural, religious, ethnic, and socioeconomic diversity as central elements of a college preparatory education and provides a caring learning community that prepares students and staff to be responsible world citizens.

Metro Schools’ Vision

The vision of Metro Schools is for our students to have a steadfast belief in their worth as human beings and that they will be prepared socially and academically to fulfill their aspirations in a changing, challenging world community. We aim to be widely recognized as the most effective model for closing the achievement gap and preparing students for careers in the 21st century.

Call to Order

1. Agenda & Minutes:

Subject	Review Board Meeting Agenda for 8/2015 meeting						
Motion	Approval of 8/2015 meeting agenda						
Made by	Mohamud			Seconded by	Samatar		
Vote		Yea	4	Nay	0	Abstain	0
Decision	Approval of 8/2015 meeting agenda						

2. Bills and Financials:

Subject	Bills and financials for August 2015						
Motion	Approval of bills and financials for August 2015						
Discussion	<ul style="list-style-type: none"> Discussion of unemployment being reimbursement base instead of quarterly. Elmi will make the final decision and update the Board Members. 						
Made by	Abdalla			Seconded by	Samatar		
Vote		Yea	4	Nay	0	Abstain	0
Decision	Approval of bills/financials for August 2015						

Director's Report

1. Enrollment update and recruitment efforts

Subject	Enrollment update and recruitment efforts					
Discussion	<ul style="list-style-type: none"> School enrollment is 280 					

2. Staffing Updates

Subject	Staffing Updates					
Discussion	<ul style="list-style-type: none"> School is looking to hire more Para-Professional for the Special Education Department Elmi and Lakisha are heading the hiring process 					

3. Facility Updates

Subject	Facility Updates					
Discussion	<ul style="list-style-type: none"> The new roof is fix and doesn't leak anymore There are some A/C leaks through the building Carpet will be replaced in the Computer Lab, MS Dean and Resource room 					

Community Comments

None

Old Business

a. Board Training

Subject	Board Training
Discussion	<ul style="list-style-type: none"> Board meeting training will be on October 3, 2015 from 11:00AM to 2:00PM for new board members

New Business

Contracts

a. Internal Control System Check

Subject	Internal Control System Check	
Discussion	<ul style="list-style-type: none"> Internal Verification for all transaction If staff member needs to access school’s credit card for purchasing, the following procedures have been put into place; <ol style="list-style-type: none"> Staff member signs out credit card from office manager Staff member makes purchase Staff member turns in a copy receipt and credit card to office manager Office manager audit receipts, then files receipt in appropriate file Director review invoice 	

b. Annual Report Draft

Subject	Annual Report Draft			
Discussion	<ul style="list-style-type: none"> Annual Report is due by October 1, 2015 to Authorizer 			
Motion	Approval of Annual Report Draft			
Made by	Mohamud	Seconded by	Abdalla	
Vote	Yea	4	Nay	0
	Abstain	0		

c. Student with High Need

Subject	Student with High Need
Discussion	New enrollment of students needing one-on-one Para-professional support has increased.

Meeting was adjourned at 3:06 PM by Abdulkadir Abdalla, the Board Chair.