

BOARD MEETING MINUTES

Friday, August 29th 2014 from 2:07pm –3:33 pm.

Location of Meeting: Metro Schools

Call to order: The Board Chair, Abdulkadir Abdalla, called to order the meeting at 2:07 PM on Friday, August 29th, 2014.

Board Members/Director Present or Absent:

Name	Present/Absent
Abdulkadir Abdalla (Board Chair & Community Member)	P
Justine Bjergo (Secretary & Teacher)	A
Abdinor Warfa (Community Member and Parent)	p
Mohamed Mohamoud (Community Member)	A
Abraham Gadalla (Board Treasury)	P

Guests and Community Members Present:

Name	Position/Role
Ahmed Elmi	School Director
Katia Colon-Holmers	Academic Dean
Robert Procaccini, CPA	Representative from previous “School Business Solutions”
David Greenberg	Director of Charter School Authorizing.
Abdiweli Mohamud	Administrator at Metro School
Katie White	Lead Teachers

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	Agenda for 7/2014 meeting and minutes from 5/2014 meeting		
Motion	Ahmed Elmi requested changes on item # 3 in the minute regarding Mohammed’s expenses. The board agreed to omit the sentence “on the condition . . .” Approval of 8/2014 meeting agenda with the added the new revised minute.		
Made by	Abdalla	Seconded by	Gadalla
Discussion	<ul style="list-style-type: none"> • Authorizer does not decide on administrative expenses or training reimbursements. It is strictly organizational issue as part of the operations. 		
Vote	Yea 3	Nay 0	Abstain 0
Decision	Approval of 8/2014 meeting agenda Approval of the modified 7/2014 meeting minutes		

2. Bills and Financials:

Subject	Bills and financials for July 2014
Motion	Approval of bills and financials for July 2014
Discussion	<ul style="list-style-type: none"> • Metro Schools is currently at the budgeted 270 ADM. • Actual current ADM = 221 students. • Ahmed Elmi mentioned that he is going to advertise in “Afrique TV “ for recruiting students. • Mr. Elmi is thinking about selling one of the mini vans in order to pay off bus and to buy services from Monarch. • Change in Fund Balance = -\$24,331.00. • Metro Schools is starting to draw out the federal funds from the Special Education budget • Total Fixed Assets = \$318,304 • Total Current Liabilities = \$240,162 • Total Liabilities and Fund Balance = \$970,650.00 • Total Expenditures = \$254,993.00 • General Fund 01 – Net Income (Loss) (\$24,331) • Total estimated Year-to-Date Holdback = \$28,574. • All Funds Net Income (Loss) – FY14 = (\$54,079) • Total Fund Balance = \$543,794 • Total Revenue = \$170,450 .00 • Total Operations and Maintenance = \$55,187.00 • Total Administration expenses= \$44,795 = 8% of budget.

	<ul style="list-style-type: none"> Total Secondary Education = \$81743 = 7% of Budget. Total Federal Special Education = \$44,190 = 1% of Budget. The estimated cash Balance ended on July 2014 is \$182,904 		
Made by	Abdalla	Seconded by	Abdinoor Warfi
Vote	Yea 3	Nay 0	Abstain 0
Decision	Approval of bills/financials for July 2015		

3. Expenses re-imburements for training board members:

Subject	Mohammed went for training in Arizona without being pre-approved by the board. He had previously mentioned verbally about the training. Now he is asking for re-imburements of his expenses. (about \$2000).		
Motion	Approval the re-imburements of Mohammed’s expenses and Gadalla’s expenses.		
Discussion	<ul style="list-style-type: none"> Training schedule for board members and additional individual training. Gadalla announced that he is going to Champaign, Illinois in October 2014 for the International conference as part of the training. Approval of Gadalla’s training in October 2014 		
Made by	Abdalla	Seconded by	Gadalla
Vote	Yea 3	Nay 0	Abstain 0
Decision	Approval of re-imburement of encountered expenses for Mohammed,. Approves Gadalla’s training in October. 2014 at Champaign, Illinois.		

Director’s Report

1. MARSS update

Subject	MARSS update
Discussion	<ul style="list-style-type: none"> The school currently has a 284 ADM, 43 students graduated this year. About 53 new students are expected to join the school. about \$2000.00 has been paid on advertising on TV. In order to keep the projected ADM at 270 or more the board recommended to accept every student

2. Staffing update

Subject	Staffing Updates
Discussion	<ul style="list-style-type: none"> After advertising at Ed-Post, Metro School formed a committee of four to interview the candidates and to hire the most qualified ones.

3. Instructional Leadership:

Subject	Academic Dean and Middle School lead teacher					
Motion	Approval of promoting Mrs. Colon to the academic dean position. Mrs. White to a lead teacher position at Middle School.					
Discussion	<ul style="list-style-type: none"> The need for two separate positions: Middle school lead teacher and an academic dean. 					
Made by	Gadalla		Seconded by	Abdalla		
Vote		Yea 3	Nay 0	Abstain	0	
Decision	Approval of promoting: Mrs. Colon to the Academic Dean position. and Mrs. White to the Middle school lead teacher position.					

4. Environmental Education Performance Evaluation:

Subject	Establishing Environmental awareness among students and staff.					
Motion	Approval of placing recycling bins inside the school.					
Discussion	<ul style="list-style-type: none"> Creating environmental awareness among students. Placing recycling bins in middle and upper school. 					
Made by	Gadalla		Seconded by	Abdinoor		
Vote		Yea 3	Nay 0	Abstain	0	
Decision	Approval of placing recycling bins within the middle and upper school while teaching about environment.					

Old Business

School Calendar

Subject	Change April 6 th to be beginning of fourth quarter. Adding a week in June, 2014, starting Monday, June 8 th , 2014					
Motion	Approval of the changes in the Academic school calendar.					
Discussion	<ul style="list-style-type: none"> The need for changes. Approval of the modified 2014-2015 school calendar. 					
Made by	Abdalla		Seconded by	Abdinoor		
Vote		Yea 3	Nay 0	Abstain	0	
Decision	Approval of the revised school calendar.					

New Business

1. Renewal Process

Subject	Grading Policy
Discussion	<ul style="list-style-type: none"> • David Greenberg, the director of Charter School Authorizing for Metro School explained the process and the schedule for each step of renewal. • The renewal application due date is November 14, 2014. • Please see the “Renewal Evaluation Process and Timeline” written by David and distributed during the board meeting.

2. Changing to SBS contract

Subject	New contract with Dieci School Finance LLC (Dieci).						
Motion	Approval of LLC (Dieci) contract with Robert Procaccini, CPA						
Discussion	<ul style="list-style-type: none"> • Robert Procaccini, CPA, formed a new company after closing the SBS company. • Since Robert is the one who has been writing the financial Dashboard for Metro School and is familiar with the school budget, the board members discussed contracting him to continue doing the work. 						
Made by	Gadalla		Seconded by		Abdalla		
Vote		Yea	3	Nay	0	Abstain	0
Decision	Approval of SBS contract.						

3. Bullying Policy

Subject	Anti-Bullying Policy						
Motion	To accept and to approve the anti-bullying policy.						
Discussion	<ul style="list-style-type: none"> • Board discussed the anti-bullying policy and reinforcing it. 						
Made by	Abdalla		Seconded by		Gadalla		
Vote		Yea	3	Nay	0	Abstain	0
Decision	The anti- bullying policy has been adopted by Metro – School.						

Meeting was adjourned at 3:33 p.m. by Abdulkadir Abdalla, the board chair.