

## BOARD MEETING MINUTES

Friday, September 26th 2014 from 2:12pm –2:44 pm.

Location of Meeting: Metro Schools

**Call to order:** The Board Chair, Abdulkadir Abdalla, called to order the meeting at 2:12 PM on Friday, September 26th, 2014.

**Board Members/Director Present or Absent:**

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

**Guests and Community Members Present:**

Name	Position/Role
Ahmed Elmi	School Director
Kiellen Curtis	School Attorney
Robert Procaccini, CPA	President of School Business Solutions
Abdiweli Mohamud	Administrator at Metro School
Shane Weinand	Director of Charter School Authorizing
Katie White	Lead Teachers at Middle School
Rachel Ziegler	Middle School Science teacher
Maggie Hint	Middle School math teacher

**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:**

<b>Subject</b>	Agenda for 9/2014 meeting and the modified minutes from 8/2014 meeting		
<b>Motion</b>	Abdinor took a motion to approve the modified minute of August 2014 and the current agenda. Approval of 9/2014 meeting agenda with the added motion		
<b>Made by</b>	Abdinor	<b>Seconded by</b>	Gadalla

**2. Bills and Financials:**

<b>Subject</b>	Bills and financials for August 2014		
<b>Motion</b>	Approval of bills and financials for August 2014		
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Metro Schools is currently at the budgeted 270 ADM.</li> <li>• Actual current ADM = 259 students.</li> <li>• On October 16, the state will pay \$271,367</li> <li>• Total Fixed Assets = \$318,304</li> <li>• Total Current Liabilities = \$20,042</li> <li>• Net Income = \$208,385</li> <li>• Total Assets = 1,177,162.</li> <li>• Total Fund Balance = \$1,177,162</li> <li>• Total Revenue = \$461,332</li> <li>• Total Administration = \$64,485</li> <li>• Total Secondary Education = \$62,599</li> <li>• Total Federal Special Education = \$578</li> <li>• Currently thee are \$300,000 cash in the account.</li> </ul>		
<b>Made by</b>	Abdalla	<b>Seconded by</b>	Mohamed
<b>Vote</b>	<b>Yea</b> 4	<b>Nay</b> 0	<b>Abstain</b> 0
<b>Decision</b>	Approval of bills/financials for June 2015		

**Director's Report**

**a. MARSS update**

<b>Subject</b>	MARSS update
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• The school currently has a 259 ADM.</li> <li>• The estimated budget is currently based on 270 students.</li> </ul>

	<ul style="list-style-type: none"> <li>It is recommended to base the estimated budget on 250 students while making efforts to increase number of students.</li> </ul>
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b. Math Position

<b>Subject</b>	Math position
<b>Discussion</b>	One of the math teachers at the High school lost his position as a math teacher. The position was filled via a long-term substitute teacher.

1. Adopting Policies as required by the authorizers and training the director.

<b>Subject</b>	Adopting the following policies: <ul style="list-style-type: none"> <li>i. Bullying policy</li> <li>ii. Conflict of interest policy</li> <li>iii. Fund Balance policy</li> <li>iv. Purchasing policy</li> </ul> Adopting the training of the director: Director Training (Audubon ASCD leadership conference) The training event is scheduled for Thursday, November 13, 2014 and Friday, November 14, 2014. Gadalla will join the director to the Audubon on November 13 & 14 for the training.					
<b>Motion</b>	Approval of the above four policies and the training of the director.					
<b>Discussion</b>	<ul style="list-style-type: none"> <li>The board discussed the significance and importance of the above policies and agreed to adopt them.</li> <li>The board also agreed on training the director and Gadalla at the Audubon on November 13 and 14 of 2014.</li> </ul>					
<b>Made by</b>	Abdalla	Seconded by	Mohammed			
<b>Vote</b>	Yea	4	Nay	0	Abstain	0
<b>Decision</b>	Approval of the above three policies and the training.					

**Old Business**Board Training

<b>Subject</b>	Training old and new board members
<b>Motion</b>	About 15 minutes prior to starting the official board meeting, Curtis highlighted the important points about the four policies required by the authorizer.
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Discussion about the contents of these policies.</li> </ul>

**New Business**  
**Metro Goals**

<b>Subject</b>	New goals have been set to include the middle school.						
<b>Motion</b>	Approval of the new goals.						
<b>Discussion</b>	<ul style="list-style-type: none"> <li>The original attachment 6: Goals is replaced in its entirety by the revised attachment 6: Goals dated August 29, 2014</li> </ul>						
<b>Made by</b>	Gadalla			<b>Seconded by</b>	Mohammed		
<b>Vote</b>		<b>Yea</b>	4	<b>Nay</b>	0	<b>Abstain</b>	0
<b>Decision</b>	Approval of new goals.						

2. Audubon Contract Amendment

<b>Subject</b>	Adopting the amendment of the Audubon contract						
<b>Motion</b>	1. Approval of the Audubon Contract Amendment						
<b>Discussion</b>	<ul style="list-style-type: none"> <li>After reviewing the Amendment, the board members agreed to adopt it..</li> </ul>						
<b>Motion made by</b>	Gadalla			<b>Seconded by</b>	Abdalla		
<b>Vote</b>		<b>Yea</b>	4	<b>Nay</b>	0	<b>Abstain</b>	0
<b>Decision</b>	Approval of adopting the amendment.						

3. Board Assurance:

The board members signed the statement for the Board assurance, which is required by the authorizer.

2. Adding a new teacher to the board

<b>Subject</b>	Adding Katie White to the board						
<b>Motion</b>	To accept Katie White as a board member to replace Justine Bjergo, since Justine would be very busy with her new position at Anoka public school. .						
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Board discussed the needs for replacing Justine with a new teacher and approved the replacement.</li> </ul>						
<b>Motion Made by</b>	Abdalla			<b>Seconded by</b>	Mohammed		
<b>Vote</b>		<b>Yea</b>	4	<b>Nay</b>	0	<b>Abstain</b>	0
<b>Decision</b>	Approval of adding Katie White to the board.						

**Community Comments:**

**Adha fest (Aid) is either Saturday, or Sunday.**

**The meeting was adjourned at 2: 44 pm by Abdulkadir Abdalla, the board chair.**