

BOARD MEETING MINUTES

Friday, October 23rd, 2015 from 2:02 PM – 2:35 PM

Location: Metro Schools, Room 105

Call to order: The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:02 PM on Friday, October 23rd, 2015.

Board Members Present or Absent:

Name	Present/Absent
Abdulkadir Abdalla (Board Chair & Community Member)	P
Mohamed Mohamud (Vice Chair & Community Member)	A
Lakisha Witter (Secretary & Teacher Board Member)	P
Osman Samatar (Parent Board Member)	P
Mohammad Osman (Community Board Member)	A
Alia, O'Loughlin (Teacher Board Member)	P

Guests and Community Members Present:

Name	Position/Role
Ahmed Elmi	School Director of Metro Schools
Abdiweli Mohamud	Metro Schools High School Dean
Robert Procaccini, CPA	Finance Representative (Dieci School Finance, LLC)

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. Added Agenda Items

Subject	Board Approval of added Agenda items: Teacher Evaluation; 360 Evaluation, and Emergency Procedure Policy						
Made by	Abdalla			Seconded by	Samatar		
Vote		Yea	4	Nay	0	Abstain	0
Decision	Approval of added Agenda items: Teacher Evaluation; 360 Evaluation, and Emergency Procedure Policy						

2. Agenda & Minutes:

Subject	Review Board Meeting Agenda for 8/2015 meeting						
Motion	Approval of 9/2015 meeting agenda						
Made by	Abdalla			Seconded by	Samatar		
Vote		Yea	4	Nay	0	Abstain	0
Decision	Approval of 9/2015 meeting agenda						

3. Bills and Financials:

Subject	Bills and financials for September 2015						
Motion	Approval of bills and financials for September 2015						
Made by	Abdalla			Seconded by	Samatar		
Vote		Yea	4	Nay	0	Abstain	0
Decision	Approval of bills/financials for September 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"> • Outside parking lot and landscaping concern. • Fire Marshall, Homeland Security visit • Sprinkler system • up-to-date, safety checks updates • Fire Marshall and Homeland Approval

4. Real Estate Contact

Subject	Real Estate Contact
Discussion	<ul style="list-style-type: none"> • Identified two prospective building • Elmi is waiting on Que (current Land Lord) to response to possibly having more space for the school.

5. Technology Update

Subject	Technology Update
Discussion	<ul style="list-style-type: none"> • Study Island and Odyssey World was purchase for \$7,000 each • New firewall cost \$15,000 • New copy machine lease • New phone and camera system

6. School Committees

Subject	School Committees
Discussion	<ul style="list-style-type: none"> • School has current identified the following team: Leadership team, Student Affairs, Operation, Child study team, and Sports. • Student Council has not been identified yet

7. Audubon Fieldtrip

Subject	Audubon Fieldtrip
Discussion	<ul style="list-style-type: none"> • The students and staff that participate in the Audubon Fieldtrip to Audubon Center of the North Woods felt it was very educational.

8. After School Program Planned

Subject	After School Program
Discussion	<ul style="list-style-type: none"> • After School Tutoring program will start November 3, 2015.

9. Space for SPED Students

Subject	Space for SPED Students		
Discussion	<ul style="list-style-type: none"> The daycare has agreed to allow usages of two of their classroom throughout the school day without charge 		

10. Teacher Evaluation

Subject	Teacher Evaluation		
Discussion	<ul style="list-style-type: none"> Katia and Rob has completed Teacher Evaluation system, waiting board's approval 		

11. Curriculum and Instruction PLC

Subject	Curriculum and Instruction PLC		
Discussion	<ul style="list-style-type: none"> PLC's are using held on Friday with departments. 		

12. Financial Auditing

Subject	Financial Auditing		
Discussion	<ul style="list-style-type: none"> Financial Auditing for 2014 has been completed. 		

Community Comments

None

Old Business

a. Board Officer Election

Subject	Board Officer Election						
Motion	Elected Alia, O'Loughlin for Board Treasurer						
Made by	Abdalla		Seconded by	Samatar			
Vote		Yea	4	Nay	0	Abstain	0
Decision	Elected Alia, O'Loughlin for Board Treasurer						

New Business

Contracts

a. SPED Transportation

Subject	SPED Transportation
Discussion	<ul style="list-style-type: none"> A new contractor has been identify to help with special transportation for SPED Students

b. Deposit Policy & Second Check Signer

Subject	Deposit Policy & Second Check Signer		
Discussion	Kalien Curtis will create deposit policy		
Motion	Approval Board Sectary (Lakisha Witter) as second check signer		
Made by	Abdalla	Seconded by	Samatar
Vote	Yea 4	Nay 0	Abstain 0
Decision	Approved Board Sectary (Lakisha Witter) as second check signer		

c. 360 Evaluation, Student Handbook, Emergency Procedure Policy and Teacher Evaluation

Subject	360 Evaluation, Student Handbook, and Teacher Evaluation		
Motion	Approval of 360 Evaluation, Student Handbook, Emergency Procedure Policy and Teacher Evaluation		
Made by	Witter	Seconded by	Abdalla
Vote	Yea 4	Nay 0	Abstain 0

d. Director's PD

Subject	Director's PD		
Motion	Approval of Director's (Ahmed Elmi) salary increase of 13%		
Made by	Abdalla	Seconded by	O'Loughlin
Vote	Yea 4	Nay 0	Abstain 0
Decision	Approved Director's (Ahmed Elmi) salary increase of 13%		

e. E-rate

Subject	E-rate
Discussion	<ul style="list-style-type: none"> (Metro paid 9,986.41 for access point and firewall) E-rate paid 25,573.59 (35,560) 38% of the total. Camera; \$10,000. \$7,000 odessyware, \$7,000 for study Island.

f. Telephone System

Subject	Telephone System
Discussion	<ul style="list-style-type: none">• Telephone system; \$18,000 lease for 60 months.

Meeting was adjourned at 2:35 PM by Abdulkadir Abdalla, the Board Chair.