

BOARD MEETING MINUTES

Friday, January 30th, 2015 from 2:08 PM –4:02 PM

Location of Meeting: Metro Schools, Room 105

Call to order: The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:08 PM on Friday, January 30th, 2015.

Board Members Present or Absent:

Name	Present/Absent
Abdulkadir Abdalla (Board Chair & Community Member)	P
Justine Bjergo (Secretary & Teacher)	A
Katie White (Middle School Lead Teacher & proxy Secretary)	P
Abdinor Warfa (Community Member and Parent)	P
Mohamed Mohamud (Vice Chair & Community Member)	P
Abraham Gadalla (Board Treasury)	P

Guests and Community Members Present:

Name	Position/Role
Ahmed Elmi	School Director of Metro Schools
Keillen Curtis	Legal Counsel to the Board
Robert Procaccini, CPA	Finance Representative (Dieci School Finance, LLC)
Katia Colon-Holmers	Academic Dean of Metro Schools
David Greenberg	Audubon Center of the North Woods (Authorizer)
Liz Wynne	Audubon Center of the North Woods (Authorizer)
Shane Weinand	School Board Training
Abdi Mahamed	Dean, Metro Middle School
Abdiweli Mohamud	Dean, Metro College Prep
Que Yang	Building Landlord for 2600 26 th Avenue South
Osman Mohamed	Community Member

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 1/2015 meeting					
Motion	Approval of 1/2015 meeting agenda Approval of the 11/2014 and 12/2014 minutes					
Made by	Gadalla	Seconded by		Mohamud		
Discussion	Items added to "New Business": Audubon Review Report; Moving Board Election Dates					
Vote	Yea	5	Nay	0	Abstain	0
Decision	Approval of 1/2015 meeting agenda Approval of 11/2014 and 12/2014 minutes					

2. Bills and Financials:

Subject	Bills and financials for November and December 2014					
Motion	Approval of bills and financials for November and December 2014					
Discussion	<ul style="list-style-type: none"> • Procaccini reported financials to the Board • Metro Schools budgeted 270 ADM • Actual Current ADM = 270 students • Weighted ADM = 310 • Cash flow is good = more cash currently on hand for school (not need to open line of credit, but the option is there) • December 2014 Financial Report: lease has increased • Elmi: the payroll delay issues between Sunrise and BMO Harris accounts has been resolved • Committee is working on finding a new food vendor for school • Revised budget was NOT available for today's meeting; WILL BE ready for February meeting 					
Made by	Abdalla	Seconded by		Gadalla		
Vote	Yea	5	Nay	0	Abstain	0
Decision	Approval of bills/financials for November and December 2014					

Director's Report

1. MARSS update

Subject	MARSS update
Discussion	<ul style="list-style-type: none"> School most recently at 284

2. School-Wide Technology Update

Subject	Technology Update for Metro Schools
Discussion	<ul style="list-style-type: none"> School has purchased 5-year guarantee for 30 new computers Contract with Design for Learning (support) to maintain technology Looking into purchasing 23 SMART boards Also considering supplying 3 – 5 computers for classroom use

3. Curriculum Update

Subject	Update on Curriculum purchased / planned
Discussion	<p>Katia authorized to spend \$30,000 on classroom resources</p> <ul style="list-style-type: none"> 1st priority: classes with only 1 set of classroom textbooks Additional priorities: 5th grade math & science; Science in grades 6-8; high school math & ESL <p>Purchased: 2 year subscription to Study Island (online resource)</p> <ul style="list-style-type: none"> Students recently added to Level 3 setting at Metro Will need additional teacher and resources

4. Teacher / Student Retention

Subject	How to attract and retain teachers, students at Metro
Discussion	<ul style="list-style-type: none"> Accountability system in place to develop / keep quality teachers Current staff being surveyed as to what should be implemented next Hiring fewer TFA teachers = school does not want to keep losing those educators after the contractual 2-year assignment ends Surveying students to see what they desire at this school Gym area /sports and food quality are biggest draws

5. Facility Update

Subject	Facility Issues and Actions Taken
Discussion	<p>Part 1</p> <ul style="list-style-type: none"> • School not authorized the outside walls or the roof • School responsible for the rest of the building (cleanliness) • Elmi contracted with Arbuckle Construction Inc. • Arbuckle will: 1) bring school restrooms up to code; 2) deep clean entire building soon; 3) provide monthly deep cleanings for school • 2 janitors received pay raises to ensure housekeeping staff is available throughout the school day • Lead janitor and a school administrator now directly responsible for cleanliness of facility <p>Part 2</p> <ul style="list-style-type: none"> • Continuous / numerous leaks in building (reported over past 3 years) • Mold also formed in various parts of the building • Abdalla suggested a committee should be formed for next meeting to work with the landlord to address these issues (mentioned Gadalla and Mohamud as members) • Elmi had withheld latest rent payment until landlord would meet • Yang explained past renovations (major leak issues taken care of last year, air filters changed this year) • Air Quality test to take place Tuesday February 3rd at 9:00 AM • Yang explained future renovations (roof to be replaced/fixed this summer or fall) • Yang willing to work with committee and school

6. Winter Testing Update

Subject	Progress on NWEA testing
Discussion	<ul style="list-style-type: none"> • Middle school will be complete by next week (teachers have coordinated / administered) • High school testing begins the week of February 2nd (winter testing only for new students; all students test in September and May) • Admin will be administering high school testing

7. Proposed part-time Reading Specialist

Subject	Hiring part-time reading specialist
Discussion	<ul style="list-style-type: none"> • Position has been posted for part-time reading specialist

8. Form 990 Review

Subject	Review and Approve Form 990
Discussion	<ul style="list-style-type: none"> • Board needs to review and approve Form 990 for next meeting • Form 990 contains tax return information for non-profit • Will be filed to/with Attorney General's office

New Business

1. Board Election

Subject	Results of Board election and expanding the Board		
Discussion	<ul style="list-style-type: none"> • Currently have 5-member board but bylaws list 7-member board • Board will now have 7 members: 2 licensed teachers, 1 parent, and 4 community members • Board Members: Abdulkadir Abdalla, Mohamed Mohamud, Abraham Gadalla, Katie White, Megan Ormseth, Osman Mohamed, Osman Samatar • White: Board should consider moving election to May/June or August/September (align with school year); discuss at next meeting 		
Made by	Abdalla	Seconded by	Gadalla
Vote	Yea 5	Nay 0	Abstain 0
Decision	Approval of Warfa's resignation and expanding Board from 5 to 7 members		

2. Board Training

Subject	Board Training: new provider and date needed		
Discussion	<ul style="list-style-type: none"> • Brian Rossi formerly provided training • Shane Weinand will provide training for 3 components of governance • Training = at Metro on Saturday February 7th at 11:00 AM 		

3. Teacher / Administrators Evaluation

Subject	Evaluation of teachers and administrators		
Motion	To approve Roderick Haenke as individual who will evaluate administrators		
Discussion	<ul style="list-style-type: none"> • Katia is evaluating teachers • Rod responsible for evaluation of administrators • Gadalla: should have more than one candidate to fulfill the position; Board should also know credentials of candidate before approving • Abdalla: recommending Rod as he has done quality work for Abdalla's school in Rochester 		
Made by	Abdalla	Seconded by	Warfa
Vote	Yea 5	Nay 0	Abstain 0
Decision	Board approves Rod as evaluator of Metro administrators		

4. Audubon Report

Subject	Preliminary findings of Audubon's (reauthorizing) report		
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Discussion	<p>David Greenberg and Liz Wynne: draft of evaluations will be ready week of February 2nd</p> <p>Formal letter (action steps and additional information requested) also available week of February 2nd</p> <p><u>4 areas of concern:</u></p> <ul style="list-style-type: none">• Educational Program (school improvement plan/updates; teacher retention plan; technology & curriculum spending taking place too late in the year?)• Facilities (bathrooms unacceptable; clear plan of changes needed)• Integrity of Data (need to clearly indicate who is in charge of data & reporting)• Board Training (more information needed)
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Meeting was adjourned at 4:02 PM by Abdulkadir Abdalla, the Board chair.