

BOARD MEETING MINUTES

Friday, January 29th, 2016 from 2:00 PM – 3:49 PM

Location: Metro Schools, Room 105

Call to order: The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:00 PM on Friday, January 29th, 2016.

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)	P
Alia, O’Loughlin (Teacher Board Member)	P
Megan Ormseth (Community Board Member)	P - late arrival 2:13

Guests and Community Members Present:

Name	Position/Role
Ahmed Elmi	School Director of Metro Schools
Keillen Curtis	Legal Counsel to the Board
Dr. Daniel Jett	Trim Tab Consulting, LLC
Robert Procaccini, CPA	Finance Representative (Dieci School Finance, LLC)
David Greenberg	ACNW Director of Charter School Authorizing
Pat Aylward	Grootwassink Real Estate
John Slavik	Athletic Department Coach (Metro Schools)
Adam Hansen	Athletic Department Coach (Metro Schools)
Micah Merritt	Athletic Department Coach (Metro Schools)
Ben Beckman	Athletic Department Coach (Metro Schools)
Laura Sheppanen	ESL Teacher (Metro Schools)

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.

I.Call to Order

The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:00 PM on Friday, January 29th, 2016.

II . Review and Approvals:

Subject	Review January 21, 2016, September 25, 2015 and November 20,2015 board minutes					
Discussion	The board discussed and reviewed the following board minutes: <ul style="list-style-type: none"> • Review of January 21, 2016 board minutes • September 25, 2015, added item # 3 “Board Election” • November 20, 2015, correction to item# 7 “Student Affairs” 					
Motion	Approval of board minutes and corrections for January 21, 2016, September 25, 2015 and November 20,2015					
Made by	Mohammad Osman		Seconded by	Osman Samatar		
Vote		Yea 6	Nay 0		Abstain 0	
Decision	Approval of board minutes and corrections for January 21, 2016, September 25, 2015 and November 20,2015					

III. Board Election Results

Subject	Results from January 21,2016 Board Election
Discussion	Abdulkadir Abdalla was re-elected for Board Chair

IV. Financial Report

Subject	Review of November 2015 and December 2015 Financials						
Discussion	<ul style="list-style-type: none"> • Current student enrollment is 290, current school’s budget is based on 270, a revise budget will be given at February 2016 board meeting. • Revisited the school’s unemployment pay being reimbursement base instead of quarterly. Mr. Elmi will make the final decision and update the Board Members. 						
Motion	Approval of November 2015 and December 2015 Financials						
Made by	Abdulkadir Abdalla		Seconded by		Lakisha Witter		
Vote		Yea	6	Nay	0	Abstain	0
Decision	Approval of November 2015 and December 2015 Financials						

V. Director’s Report

A . School Data

Subject	School Data
Discussion	<ul style="list-style-type: none"> • The school has created a team to ensure that all reporting issues with MARSS and student data are accurate.

B . Enrollment Update

Subject	Enrollment Update
Discussion	<ul style="list-style-type: none"> • School enrollment is currently 290 • 7th, 8th, and 9th grade currently have a waiting list for enrollment

D . Staff Update

Subject	Staff Update
Discussion	<ul style="list-style-type: none"> • SpED Teacher C.Onyambu resigned on 01/04/2016 • SpED paraforessional B.Mohamed was laid off • Currently have two teachers on maturity leave (M.Quick and R. Ahmed) • One teacher (L.Stokes) on medical leave due to an injured (non-work related)

E. Athletic Department

Subject	Athletic Department
Discussion	<ul style="list-style-type: none"> • Increase in spending due to facility rental for games and practices, the school currently doesn’t have a gym to practice or play games • 1st year of Athletic Department at Metro Schools • The Athletic Department has asked for money to be allocated for supplies (jersey, equipment), transportation(to and from games), facility(a permanent place to place games and practice), advertisement and marketing (recruitment) . Mr. Elmi and Robert

	Procaccini will look at school budget to see how much will be allotted for the Athletic Department.
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F. After-School Tutoring

Subject	After School Tutoring
Discussion	<ul style="list-style-type: none"> • Afterschool tutoring is held on Tuesdays and Thursdays • 42 students enrolled in Credit Recovery

VI. Director’s Evaluation

Subject	Director’s Evaluation
Discussion	<ul style="list-style-type: none"> • Board Chair elected Mohammad Osman and Alia O’Loughlin to be responsible for the evaluation of Ahmed Elmi. • Mohammad Osman and Alia O’Loughlin will meet with consultant to address and create a model for evaluating Director, Ahmed Elmi

VII. Staff Retention Update

Subject	Staff Retention Update
Discussion	<ul style="list-style-type: none"> • Alia O’Loughlin and Laura Seppanen are making progress with the teacher retention program. Currently they are conducting staff interviews to get teacher input for the structure of the retention program.

VIII. School Policies

Subject	School Policies
Discussion	<ul style="list-style-type: none"> • The following polices was moved to next board meeting: School Expulsion Policy (need more clarification on how the procedures will be carried out at the school based level) Deposit Policy (need to correct fiscal school year and update bank information) School Investment Policy (need to correct fiscal school year)

IX. Board Training

Subject	Board Training
Discussion	<ul style="list-style-type: none"> • New board trainer is Dr. Daniel Jett (Tim Tab Consulting, LLC) • Robert has started board training in financials with new board members (Alia O’Loughlin and Lakisha Witter)

X. School Improvement Plan

Subject	School Improvement Plan
Discussion	<p>The following components were discussed:</p> <p>Curriculum</p> <ul style="list-style-type: none"> • Addressed the increased in purchased curriculum for this school year • Addressed teacher’s access and funding for curriculum <p>ELL</p> <ul style="list-style-type: none"> • Addressed the level of support needed and received for the ELL department <p>Board Training</p> <ul style="list-style-type: none"> • Addressed concerns about the board functionality of agendas, and minutes • Addressed the need for Board Training implementation and occurrence for new members to occur regularly <p>Director Evaluation</p> <ul style="list-style-type: none"> • Board and Authorizer discussed the need for a completed evaluation on Director, Ahmed Elmi. • Board will consult with board trainer Dr. Daniel Jett on how to ensure an effective evaluation is being implemented and completed on a yearly basis. <p>Teacher Recruitment</p> <ul style="list-style-type: none"> • Comprehensive Teacher Recruitment plan to be implemented by Spring 2016

XI. Building Expansion

Subject	Building Expansion
Discussion	<ul style="list-style-type: none"> • All board members will be on the committee for build expansion • The board committee will create a survey to get the input of teachers, parents and the community members in regards to the building expansion • The Board agree to express intent of proposed building contingent upon the details pertaining the purchase, building layout, school enrollment, timeline of completion, teacher, parent, student and community members input, and all legal components pertaining to a binding and non-binding contract

Meeting was adjourned at 3:49 PM by Abdulkadir Abdalla, the Board Chair.