

**BOARD MEETING MINUTES**

Friday, March 25, 2016<sup>th</sup>, from 2:10 PM –3:25 PM

Location of Meeting: Metro Schools, Room 105

**I. Call to order:** The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:10 PM on Friday, March 25<sup>th</sup>, 2016.

**II. Board Members Present or Absent:**

Name	Present/Absent
Abdulkadir Abdalla (Board Chair & Community Member)	P
Mohamed Mohamud (Vice Chair & Community Member)	P
Aila O’Loughlin(Board Treasury & Community Member)	P
Lakisha Witter(Secretary & Sped Coordinator/teacher)	A
Megan Ormseth (Teacher Board Member)	A
Osman Samatar (Parent Board Member)	P
Mohammad Osman (Community Board Member)	P

**III. 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)
Megan Quick	5 <sup>th</sup> Grade Teacher
Kelly, Edward	ESL support staff
Steve Oates	Community Member
Mark Temke	Realtor/ builder

**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.

**IV. Approval of Consent agenda:**

<b>Subject</b>	1. Agenda for February Board meeting minutes 2. Manding Cleaning Inc. 3. Mini-van replacement 4. Sped Teacher (Paula Huss)			
<b>Motion</b>	* Approval of the February Board meeting * Approval of Manding Cleaning Inc. * Approval of Minivan replacement * Approval of Sped Teacher			
<b>Made by</b>	Mohamed Mohammed	<b>Seconded by</b>	Mohamed Osman	
<b>Discussion</b>	Oman asked who is the Manding company?. Mr. Elmi explained that Vanguard was not fulfilling our contract. This company will do the cleaning job until the end of the school year.			
<b>Vote</b>	Yea	5	Nay	0
<b>Decision</b>	* Approval of the February Board meeting * Approval of Manding Cleaning Inc. * Approval of Mini-van replacement * Approval of Sped Teacher			

**V. Community Comment**

<b>Decision</b>	Board Chair asked any community comments, but there was no any community comments
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**VI. Action Items**

**A. Bills and Financials:**

<b>Subject</b>	Bills and financials for February 2016 & Fiscal Year '16 Revised Budget			
<b>Motion</b>	Approval of bills and financials for February 2016 Approval of Fiscal Year '16 Revised Budget			
<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Procaccini reported financials to the Board</li> <li>• Metro Schools budgeted 270 ADM but the revised budged is 280</li> <li>• Actual Current ADM = 284 students</li> <li>• Cash flow is good = more cash currently on hand for school</li> <li>• Procaccini reported revised budget for Fiscal Year '16,</li> </ul>			
<b>Made by</b>	Mohamed Mohamud	<b>Seconded by</b>	Osman M. Salah	
<b>Vote</b>	Yea	5	Nay	0
	Abstain	0		

Decision	Approval of bills/financials for February 2016 Approval of revised budget Fiscal Year '16
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**B.     Depository and Electronic Funds Transfer Policy**

Subject	Depository and Electronic Funds Transfer Policy		
Motion	Approval of depository and funds transfer policy adopted March 25, 2016		
Discussion	Approval of depository and funds transfer policy adopted March 25, 2016		
Made by	Osman M. Salah	Seconded by	Abdalla
Vote	Yea    5	Nay    0	Abstain    0
Decision	Approval of depository and funds transfer policy adopted March 25,		

**VII. Reports and Discussion items**

Subject	<ul style="list-style-type: none"> <li>A. Staff updates:</li> <li>B. School Improvement Plan Update</li> <li>C. Environmental Education Updates</li> <li>D. Academic Update/School Data</li> <li>E. Teacher Retention Updates</li> <li>F. Facility Updates</li> <li>G. Credit Recovery Updates</li> <li>H. Student Retention Updates</li> <li>I. ESL Updates</li> <li>J. School eval; financials, Academic and environmental education</li> <li>K. Director’s Report</li> <li>L. School Board Training Plans</li> </ul>
Discussion	<ul style="list-style-type: none"> <li>• Paula Huss; Sped level 3 teacher</li> <li>• The SIP has been updated and will be sent to Audubon</li> <li>• <u>There was no update on Environmental Education</u></li> <li>• <u>Academic:</u> Mr. Elmi reported that WIDA testing is done successfully. Ipads has been used for testing. Ipads will be used for MCA, the school purchased keyboards for the IPads.</li> <li>• School reported 75 more Ipads will be leased. The total of Ipads will be</li> </ul>

150 I pads.

- School data being reported correctly and being monitored
- Facility: Mark Temke attended the meeting and reported that he has a building available for 2017. The board asked him to work Mr. Elmi and board focus group
- Credit recovery; more teachers and staff have been trained and start helping the students. Adam Hansen has been assigned to create a curriculum for the online learning. The school will compensate the extra time he spent on the assignment.
- Director's report included; praising the ESL team for WIDA testing. ESL team is going to TESOL training/conferences and the leadership team going to ASCD conferences. Also, security concern in the area. The director hired an off duty officer to help out the school during the dismissal for two weeks. Also, school will participate the close by business joint effort to make sure there will be no safety concerns at all times.
- Board training; the date been set for April 30, 2016 at 11:00-3:00
- The Board has discussed about school financial and academic evaluation and received the documents.
- The board discussed the letter from Audubon stating the need to find an investigator for the complaint to MDE. The board selected Steve Oates to be the investigator. Abdukadir will communicate with Audubon and let them if Audubon accepts first. Then, if Audubon accepts Mr. Steve Oates, he will go ahead and start the investigation. He outlined what he's going to do and said" He will send a letter and conduct every effort to communicate with the complaint and find out the main cause of his departure from the school. Then he will report back to the board".

Teacher retention: **Laura Seppanen, Aila (Mr. Abdalla and the rest of the board recognized the efforts done by Ms. O'Loughin and laura) O'Loughlin**

**Preliminary Survey Results:**

Do you plan to stay at Metro Next year? In 35 years?

Yes 9 (34%) 5 (19%)  
 Undecided 13 (50%) 16 (61%)  
 No 4 (15%) 5 (19%)

Total 26 26

**Preview of top 8 solutions (out of 22 staff generated solutions that "would influence staff to stay at metro next year or longterm"):**

Location:

- A. New building
- B. New building with library
- C. New building with a **designated** computer lab
- D. Pay:
- E. Raise salaries in general
- F. Update pay scale chart to compare to 2016 MPS or SPPS
- G. Planning time:
- H. Change Friday schedule no
- I. school for students, all staff PD, longer planning time,

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|  | <ul style="list-style-type: none"><li>J. department planning time, co-teaching</li><li>K. coordination time</li><li>L. Instructional support:</li><li>M. Hire/define a role for a head teacher that focuses solely on instructional support of</li><li>N. teachers</li><li>O. Behavioral support:</li><li>P. Full implementation of PBIS in general, for example committee and structure of PBIS,</li><li>Q. support in classrooms</li><li><b>R. pcoming report to include:</b></li><li>S. Summary of retention trends (past and current)</li><li>T. Overview of narrative responses from teacher interviews</li><li>U. Data from staff survey</li></ul> |
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Meeting was adjourned at 3:27 PM by Abdulkadir Abdalla, the Board chair.