

BOARD MEETING MINUTES

Friday, July 29, 2016<sup>th</sup>, from 2:10 PM -3: 20 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, July 29<sup>th</sup>, 2016.

II. Board Members Present or Absent:

Table with 2 columns: Name, Present/Absent. Rows include Abdulkadir Abdalla (Board Chair & Community Member), Mohamed Mohamud (Vice Chair & Community Member), Aila O'Louglin (Board Treasury & Community Member), Lakisha Witter (Secretary & Sped Coordinator/teacher), Megan Ormseth (Teacher Board Member), Osman Samatar (Parent Board Member), and Mohammad Osman (Community Board Member).

III. Guests and Community Members Present:

Table with 2 columns: Name, Position/Role. Rows include Ahmed Elmi (School Director of Metro Schools), Rod Haenke (School consultant), Robert Procaccini, CPA (Finance Representative (Dieci School Finance, LLC)), Louise K (Grant Writer), and Abdiweli Mohamuod (High School Dean).

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. Declaration of Conflicts of Interest: A quorum was established and no conflict declared.

**II.**

**III. Public Comments:** There was no any public comment.

**IV. Approval of Consent Agenda:** The May Board Meeting Minutes has been approved unanimously by Metro Board of Directors. Mr. Abdulkadir moved the motion to approve the May Board Minutes, seconded by Osman.

**V. Action Items**

**A. Monthly financials for May and June:** The financials for both of these months were presented by Dieci, followed by discussions regarding food and nutrition expenses. Actual current ADM was 280 and actual WADM was 320. The board members were concerned about the (-\$443,224.86), however Robert explained vividly and board members acknowledged there were more funding coming in, including Fed money and holdbacks, and more ADM numbers. Other questions were raised by Ms. Witter regarding especial Sped money. Robert elaborated correctly. Finally, the board members approved unanimously both May and June financials.

**B. Food and nutrition Contracts/transportation/Sped:** Elmi reported that there were seven carters applied. Among the seven, the Wellness committee selected Kilimanjaro and Done Right after they beat out all of the other caters by meeting all the requirements we asked for. Finally, the Board, having considered the cost and the services has approved Kilimanjaro to cater to our students at Metro because of Kilimanjaro’s lower cost compared to Done Right, even though they both offer salad bars which was one of the main options in our decision. The Board chair, Abdalla asked to include in the contract the following statement; The Metro Schools will reserve the right to draw from Kilimanjaro’s contract if the food delivery is delayed by at least two days, or the standard of the food is lower than expected.

**Transportation:** Mr. Elmi reported that one of the bus companies had not our contract proposal. Another bus company informed us that they could not take us because of lack of enough bus drivers. Therefore, Minnehaha Bus Transportation was awarded the contract by the board of Metro unanimously. In addition, Metro board approved Southdale Transportation to serve our Sped students.

**VI. Reports, Discussion Items and Updates**

**A. School Board Training Plans:** The Board unanimously voted to postpone board training plans to discuss it in the next board meeting. In the next board meeting, the board members will discuss how many board trainings Metro will need, and who will train the board members.

**B. Staffing updates:** Mr. Elmi reported he had hired a math coach, a middle school, and ELA this year, and still looking for Middle School Social Studies teacher, and a Sped teacher.

**C. Board meeting schedules:** The Board has approved the proposed board meeting’s schedule with the following changes made. Because of the Thanksgiving Holiday, Winter break and Christmas breaks, the board members have voted unanimously to meet the first Friday of November and the first Friday of December. This schedule should be posted on the school’s website by August 15<sup>th</sup>, 2016.

**D. Recommendations from the investigations:** As a result of the investigation, the board members have discussed and recommended the following objectives: Mr. Elmi needs to

make sure that Metro staff is educated about their rights and responsibilities. In addition, he should make sure that staff documentation and procedures are made clearer to all staff members. In the event of disagreements, and conflicts, Metro should lay out a resolution procedure. Kellien, the school's legal council will help Mr. Elmi achieve these objectives. Mr. Elmi needs to report how this task is executed directly to the next board meeting.

- E. Sub-committee-fixing bylaws:** Board members have voted unanimously to postpone the August board meeting.
  
- F. Director evaluations:** Rod Heinkie who is a member of the board subcommittee for the director evaluations has presented the summary of accomplishment for 2015/2016 school year of Mr. Elmi, and the board survey's Mr. Elmi spring 2016. The board asked Mr. Elmi to go outside while they were discussing about his evaluations. After a brief discussion, the board have decided to read the summary and fill out the survey Monkey online. Furthermore, the board members decided to discuss the key accomplishments and recommendations for Mr. Elmi in the next board meeting.
  
- G. Opening week plan updates:** Mr. Elmi update the board members about the key components of this year's staff training before the school starts which include; safety, curriculum, data dashboard, school procedures, staff development, and leadership.

IX. **Adjourn:** 3:20 PM: Next Regular Board Meeting: 2:00 p.m., August 26, 2016, Room-105