

**BOARD MEETING MINUTES**

Friday, August 26, 2016<sup>th</sup>, from 2:10 PM –3: 30 PM

Location of Meeting: Metro Schools, Room 102

**I. Call to order:** The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:10 PM on Friday, August 26<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 &) Teacher	P
Lakisha Witter(Sped Coordinator/teacher)	P
Megan Ormseth (Community Board Member)	P
Osman Samatar (Parent Board Member)	P
Mohammad Osman (Community Board Member)	A

**III. Guests and Community Members Present:**

Name	Position/Role
Ahmed Elmi	School Director of Metro Schools
Robert Procaccini, CPA	Finance Representative (Dieci School Finance, LLC)
Kellein curt	School legal counsel

**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. Public Comments:** Mr. Elmi announced that Keith Allison is coming to Metro schools in October. One of the teachers have had an opportunity to get to know him and met him. He promised he’s coming to our building and will talk to Metro students.

**III. Approval of Consent Agenda:** The July Board Meeting Minutes has been approved unanimously by Metro Board of Directors. Megan moved the motion to approve the July Board Minutes, seconded by Aila.

**IV. Action Items**

- A. **Monthly financials for July:** The financials for the months of July was presented by Dieci, followed by discussions regarding food and nutrition expenses, student numbers- Actual ADM and check registrar questions. Abdalla put a motion to approve the financials and seconded by Magen and financials for month of July has been approved unanimously.

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

- A. **School Board Training Plans:** The Board chair suggested that Kellien and Rod Haenke to plan a schedule for an ongoing Board training for the school year 2016-2017. In addition, Mr. Elmi raised that Ms. Witter has had the initial training but hasn't completed the required board training in the area of Finance, employment and Governance. Mr. Abdalla suggested her to work with Mr. Elmi and schedule her with a trainer. Mr. Elmi requested her new contact to set up a training for her.
- B. **Staffing updates:** Mr. Elmi Mentioned that he and his team hired "Alissa Carsten" as a new special Ed teacher. In addition, the new science teacher, Jenny needed two weeks of ending her other job and getting ready for Metro science position. The school will be using substitute for the first two weeks. Also, mentioned that the school may hire couple more paraprofessionals to cover all sped kids.
- C. **Enrollment updates:** Mr. Elmi reported that the enrollment projection this year was about 300 students, although the school budgeted 280 students. Mr. Elmi reported that the open house turnout was great. About 90 % of the parents showed up Friday 26, 2016.
- D. **Academic updates:** Mr. Mentioned that Katia who was working on school academic data wasn't available on Friday, but mentioned that next board meeting (September) school academic data will be presented by Katia.
- E. **Recommendations from the investigations and how the school planned:** Mr. Elmi mentioned that he discussed with the leadership team about how the school can handle in case of conflict among the staff. Also, discussed with Kellien, the school legal counsel about the strategy to fix this kind of situation. All of them suggested "clear policy" Finally, the board agreed that Keillen to draft a policy of conflict resolution process. Kellein agreed to draft a policy or practice and expectation for the school to fellow. Board members are expecting to see a clear policy about conflict resolution for the school and approved it next board meeting.
- F. **Sub-committee-fixing bylaws:** Board members discussed about the fixing bylaws. Some board members do not believe that this board policy needs that much of a changes. It' has been updated at least twice last year, Kellein mentioned. Originally, Dan Jett, the board trainer has suggested the board needs some times to go through the bylaws and do fix any errors found. Finally, the Board members unanimously agreed that keillen to check any errors and update the board and the board members need to read the board policy.
- G. **Director evaluations continues:** Director Evaluation has been postponed again, because Rod haenke who was working with the subcommittee wasn't available. Also, the subcommittee member, Aila mentioned that still the subcommittee is trying to get the student survey and other data. Then Abdalla suggested to postpone to next board meeting to see if the data will be available. Then the board agreed to postpone the director evaluation to the next board meeting unanimously.
- H. **Check Signer:** Mr. Elmi requested that since Lakisha is no longer with us, the school needs a second person check signer. Lakisha mentioned that she's available to sign checks. However, board agreed to remove check signer rights from Lakisha and appoint the board treasury (Aila O'Louglin) to be the second person check signer. Then Lakisha agreed and moved a motion to appoint Aila to be the second person check signer and all board members agreed and approved the motion unanimously.
- IX. **Adjourn** 3:30 p.m. Next Regular Board Meeting: 2:00 p.m., September 30, 2016, Room-105

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