

BOARD MEETING MINUTES

Friday, October 28th, 2016th, from 2:05 PM –3: 15 PM

Location of Meeting: Metro Schools, Room 105

- I. Call to order:** The Board Chair, Abdulkadir Abdalla, called the meeting to order at 2:05 PM on Friday, October 28, 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’Louglin(Board Treasury &) Teacher	P
Megan Ormseth (Community Board Member)	A
Osman Samatar (Parent Board Member)	A
Mohammad Osman (Community Board Member)	A
Mohamed Warsame	P

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
BergaKDV	School Audit

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:** There was no any public comments

- III. **Approval of Consent Agenda:** The September Board Meeting Minute and the moving the director evaluation item to the action item have been approved unanimously by Metro Board of Directors. Abdalla moved the motion to approve the Minutes and moving the item, seconded by Aila.

I. Action Items

- A. Monthly financials for September has been presented by Robert. It has been reported that the state payment is based on 300 students. After discussion, Mr. Abdalla recommended to re-adjust the enrollment by November 15, if there's no more students. The current budget is based on 284 students. Also, Robert mentioned that he's working on new budget. Finally, Metro board members have approved the September financials unanimously. Mohamed moved the motion, seconded by Abdalla.
- B. **Audit:** Metro's Financial Audit has been presented by **BerganKDV**. All board members have listened a short presentation of the audit. The audit presented that there's no findings and further explained that the school fund balance was \$1,042,590. The report mentioned that the school liability side is about \$1,268,128. In addition, the report provided a clear picture of where the school stands financially. The report also provided two documents detailing all the financial information of the school. After discussions the board members have approved the school financial audit unanimously. Mr. Mohamed moved the motion, seconded by Mr. Abdalla.
- C. **Annual report:** Draft of the annual report has been discussed and board members have concerns about some of the data that contains. Then the board members acknowledged that this version is not the final copy, but needs the board approval in order to send to Audubon. Then Abdalla moved the motion to approve the annual report, Aila seconded and the annual report has been approved unanimously.
- D. **November Board Meeting schedule:** Some board members indicated that they are not available on November 4, then the November board meeting has been discussed and moved to 11.18.2016. Board members agreed unanimously
- E. **Bylaws Update:** The board members received the updated copy of the bylaws and discussed, then approved unanimously. Abdalla moved the motion, Mr. Warsame seconded.
- F. **Renewal of Odysseyware for \$15,000:** Mr. Elmi has reported that the Odysseyware has been renewed with higher price of \$15,000.
- G. Board secretary: Mr. Abdalla suggested that Mohamed Warsame to be the official board secretary. All board members agreed and Mr. Warsame has accepted. Mr. Elmi will train him about the board minutes.

II. Reports, Discussion Items and Updates

- A. **School Board Training Plans:** Keillen, the school legal advisor has been appointed to make sure Mr. Warsame gets initial training and present an ongoing board training plan for the rest of the board.
- B. **Academic/EE update/After School:** After school has been announced that it has been started, but academic and EE will be presented next board meeting by staff members

- C. B. Election Update:** The board noted that the following board members are up for re-election: Mohamed Mohamoud, Osman Salah, Megan Ormsteth and Mohamed Osman. The board election has been announced in the school bulletin boards and Mr. Elmi's electronic newsletter.
- D. Student Concern:** There was a student who was recommended to find a different school after a severe behavior problem. The family has been invited to meet the board, but did not show up.
- E. Director evaluations continues:** Has been discussed and completed. Aila, the board subcommittee member has presented the parent and staff survey. Also, the attached document was Mr. Elmi's self-evaluated document. The board members were pleased about the data and the testimonial information presented by Aila. Overall, the data was good. Some of the notes that board members learned from the staff data were Mr. Elmi to maximize his effort for staff communication, Although Aila mentioned that Mr. Elmi started to update the staff with an electronic copy of newsletter.
- When Mr. Elmi came back to the meeting Mr. Abdalla and Mohamed both advised him to boost his communication with the staff. The board members may check back with Mr. Elmi how he's doing about staff communication.