

SNA Board Meeting Minutes 01-18-2017

1562 Viking Blvd NE, East Bethel, MN

Call the Meeting to order at 6:07 PM by Chair Javed Mohammad

Board Members Present: Javed Mohammad, Kathryn Martin, Mohamed Omar, Abdul Ahmed, Abdul Khadeer

Board Members Absent: Ahmad Abuatieh

Others Present: Maureen Kroening, Tracy Fiereck, Lulzim Axhijaj

Community Comment: 5-10 minutes

Comment is the only open forum portion of today's meeting, and is an opportunity to present an issue or concern to the Board of Directors. There is a maximum of ten minutes set aside for Community Comment. Each presentation should be limited to no more than two minutes. If your item needs follow-up from the board and/or staff or will require research etc., a decision may not be made during today's meeting. Thank you for coming.

Adoption of Agenda and Addendum

Motion to adopt meeting agenda by Abdul Ahmed to add Parent Involvement and Second by Javed Mohammad, motion passes unanimously

Motion to approve meeting minutes from 11-16-16 by Abul Ahmed and Second by Mohammed Omar

Discussion/Action Items

Item No.	Subject	Presenter	Time
1	<p>Financial Report</p> <p>As of November, we were 42% of the year completed. Salaries and benefits are right where they should be at this point in the year. Our auditor will keep an eye on our special education instruction.</p> <p>Overall, our revenue is exceeding our expenditures.</p> <p>Our cash balance will go down just a little bit due to timing.</p> <p>As of December, SNA has paid their first half of the lease. Our revenue exceeding our expenditures decreased because of this. Our cash balance also decreased.</p> <p>All in all, we are in good financial shape. There are a few items that will be watched over the next couple of months. But overall, SNA is on the right path.</p> <p>Tracy will also create a projected enrollment plan that we need to keep our funds balance strong. We will review this at our board meeting in March.</p>	Tracy Fiereck	6:13-6:35

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	<p>Motion to approve financial reports for November and December motioned by Mohamed Omar and second by Javed Mohammad, motion passes unanimously</p>		
2	<p>Enrollment Update</p> <p>As of today, we have an enrollment 156 students. We may get another two students (6th and 7th grade). We have been passing out flyers, which seems to be somewhat effective. We will continue to pass out flyers.</p> <p>There have been plans to start a Facebook page and set up a table at events. Plans have also been put in place to hold an event at SNA to invite new and current parents to a dinner. This dinner would consist of a formal presentation to inform potential families about our school.</p>	Lulzim	6:38-6:58
3	<p>Academic Update</p> <p>SNA has just completed their Term 2 comps. On Friday, January 20th, the staff will have a data day to analyze their data and look at areas of reteach. Report cards are due on Monday, January 30th. Parent-teacher conferences are on February 2nd and 3rd.</p> <p>The number of office visits have dramatically decreased in last two months. The middle school made changes to the success points systems, which has improved the middle school culture.</p> <p>In December, there was a middle school parent meeting. Some concerns were mentioned among the parents. One of the concerns was the success points system. Javed encouraged Maureen Kroening to educate the parents in the success points at parent meetings and conferences.</p>	Lulzim	6:58-7:11
4	<p>Staffing</p> <p>As of today, we are fully staffed. The building substitute teacher that was working in the fourth grade classroom has taken a variance and is now the full-time fourth grade teacher.</p> <p>Another full-time building substitute has been hired.</p>	Lulzim	7:12-7:13

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5	<p>Board Training</p> <p>3 board members went to training on January 7th, 2016.</p>	All	7:16-7:17
6	<p>Authorizer annual review</p> <p>NEO visited SNA during the last month. The authorizer walked through various documents to check for compliance. Based on the requirements NEO had, SNA complied with all.</p> <p>It was mentioned to begin board training at our meetings moving forward. This will encourage board member involvement.</p> <p>The board reviewed proficiency levels in both reading and math. It is clear that SNA is consistent in being proficient in math. That being said, we are still seeing very little growth in reading. SNA's educational director will look into accelerated reading as an option to improve reading scores.</p>	Lulzim and Javed	7:17-7:46
7	<p>Board Meeting Calendar</p> <p>It was discussed at our last meeting to change the meeting time and/or day of the week. Our meetings moving forward will be on Tuesdays at 6:30.</p> <p>Motion to move the board meetings to the third Tuesday of every month and 6:30. Abdul Ahmed second by Javed Mohammad. Motion passes unanimously.</p>	Lulzim	7:46-7:52
8	<p>Parent Involvement</p> <p>Some parents have been asking about volunteer opportunities at SNA. Moving forward, we will create a list of our needs that the staff need help with in the classroom.</p> <p>In order for a PTO to be set up there needs to be someone to head the meetings. Discussion was held regarding goals of PTO. SNA's executive director and educational director will meet to discuss these goals and send an email to the parents requesting volunteers to join PTO.</p>	All	7:53-8:07

Adjournment

Motion for adjournments made by Javed Mohammed and second by Abdul Ahmed. Motion passes unanimously. Meeting adjourned at 8:11