

# SNA Board Meeting Minutes 11-17-2022

1562 Viking Blvd NE, East Bethel, MN

Called the Meeting to order at 6:47 PM by Board Chair Javed Mohammad

Board Members Present: Javed Mohammad, Natoli Omer, Abdul Khadeer & Ahmed Adam

Board Members Absent: None

Others Present: Eman Ibrahim, Walid Kandil, Tu Nguyen, [Joseph Sovine](#) EdFin, Andrew Grice (BergenKDV), Magdy Rabeaa & Susan Wong

## 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.*

Tu from NEO shared that SNA exceeded on MCA Assessment compared to low-income students from other MN schools.

## Adoption of Agenda and Addendum

The motion to approve the meeting agenda was made by Abdul Khadeer and seconded by Ahmed Adam. Motion passed unanimously.

Motion to approve the previous meeting minutes made by Ahmed Adam and seconded by Abdul Khadeer. Motion passed unanimously.

## Discussion/Action Items

Item No.	Subject	Presenter	Time
1	<b>Preliminary Audit Report:</b> Andrew from BerganKDV reviewed various items from the Budget & Financial Analysis from 2021-2022.	Andrew Grice	6:55-7:05

<p>2</p>	<p><b>Financial Reports:</b> Joseph reviewed the Financial Statement highlights (Balance Sheet, Income Statement &amp; Cash flow) for August and September 2022.</p> <p>A motion to approve the August and September 2022 Financial Statements was made by Abdul Khadeer and seconded by Javed Mohammad. Motion passed unanimously.</p>	<p>Joseph Sovine</p>	<p>7:05-7:15</p>
<p>3</p>	<p><b>Adding a Board Member:</b> Javed presented Mackenzie Meyers (a teacher with SNA) to serve as a Board Member.</p> <p>A motion to approve Ms. Meyers as a Board Member was made by Ahmed Adam and seconded by Abdul Khadeer. Motion passed unanimously.</p>	<p>Javed Mohammad</p>	<p>7:15-7:25</p>
<p>4</p>	<p><b>Executive Director Report:</b> SNA had the Fall Parent/Teacher Conferences October 27 &amp; 28. Most families attended.</p> <p>SNA hosted a Family Barbeque/ Field Day on Thursday, Oct. 6th from 4:30pm - 7pm. The event had a great turnout- 300+ people attended.</p> <p>On November 11th, SNA put on a Bullying Prevention Workshop for all MS Students. It was an informative &amp; effective workshop.</p> <p>On November 17th, SNA hosted a Parent Workshop about Healthy Eating/Wellness. The workshop was presented by Randa Ismail, an SNA parent.</p> <p>Ms. Eman continues to have weekly check-ins with Mr. Rabeea from SPS.</p> <p>Two staff members left the past month due to personal reasons. These positions have been filled.</p> <p>SNA is looking to hire a PE Teacher &amp; Building Sub.</p> <p>A motion to approve the hiring for all the new staff was made by Ahmed Adam and seconded by Abdul Khadeer. Motion passed unanimously.</p> <p>SNA's current enrollment is at 190 students.</p>	<p>Eman Ibrahim</p>	<p>7:25-7:35</p>

	<p>New initiatives at SNA: PLTW (STEM). Teachers Ms. Baian &amp; Mrs Rydberg are working to get this started in December.</p> <p>Library project is moving forward- 200 books were donated through a Grant.</p>		
5	<p><b>Update on Site Expansion-</b> Parents have indicated a need for a site closer to the community. We have submitted a site expansion application to MDE for approval.</p> <p>MDE requested more information and explanation. We're working with our authorizer to address these issues.</p>	Eman Ibrahim	7:35-7:40
6	<p><b>Operations Report:</b> Transportation- SNA currently uses 4 Vans (contracted through A &amp; K Transportation). SNA currently has 5 Bus routes through North Star Bus Lines.</p> <p>Food Program- 90% of SNA students qualify for Free/Reduced Lunch.</p> <p>Technology- We have enough devices for all students. SNA is looking into Wifi Projectors for classrooms.</p> <p>Building- A boiler in the school is out of order. One Boiler is working. The cost to repair the boiler is \$4,725.00.</p> <p>Snow removal is with the same company, All State Tree Service. They are paid hourly.</p>	Walid Kandil	7:40-7:45
7	<p><b>SPS &amp; Financial Vendor- EdFin</b> who contracts with SNA for accounting is experiencing staffing shortages, they are no longer able to provide SNA with financial services.</p> <p>SNA will look for an accounting firm which will work directly with the school.</p> <p>SNA will do a Request for Proposal (RFP) to find a new financial services provider.</p> <p>A motion to authorize the board chair to release an RFP was made by Ahmed Adam and seconded by Abdul Khadeer. Motion passed unanimously.</p>	Magdy Rabeaa	7:45 - 7:50

	A motion to authorize the board chair to amend the contract to reflect accounting vendor change between SNA and SPS was made by Abdul Khadeer and seconded by Ahmed Adam. Motion passed unanimously.		
8	<b>Board Training: Conflict of Interest-</b> Magdy provide a training to the Board of Directors about conflict of interest.	Magdy Rabeaa	7:50- 8:00

Motion for adjournment was made by Abdul Khadeer and Seconded by Ahmed Adam.

Meeting adjourned at 8:02 PM

Next Board Meeting (Emergency) be December 9th at 5:30PM