

January 20th, 2023

## Board of Directors Monthly Meeting Minutes

IN-PERSON &amp; ONLINE

**1. Call to Order:** Dr. Warfaa @ call to order at \_\_\_\_6:00PM\_\_ and directors accept the agenda.

School conference: 100 West 66th Street. Richfield MN 55423 | Conference room 100

**Virtual:** <https://meet.google.com/ziw-ooca-hiu>

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### Reading of the Mission & Vision Statement

SciTech Academy is committed to empowering and educating students to achieve academic success through Science, Technology, Engineering, and Mathematics so they can compete effectively in a global economy. SciTech Academy will provide all students with the opportunity to attain successful careers and fulfilling lives by preparing them for high school, college and careers.

The Board's role is to set the vision and goals of the school, create and adopt policies that achieve those goals, and maintain fiscal responsibility.

**Roll Call to Establish Quorum:** Ibrahim Mohamed, Suad Abdirahman, Abdirisak Warfa, and Mohamed Mohamoud,

**Absent Members:** Said Idd and Non-voting members. Joe Aliperto,

**Nonvoting members present** Abdisallam Abdulle

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- **Declaration of conflict of interest statement:** Dr. Warfa, if you have any conflict of interest, you need to declare it now. No conflict was Declared.
  - Announcements: None

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**Public comments / Stakeholders - 6:10** No public comments

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**1. Action items that need to be Approved:**

- ☐ [December Board minutes](#) - approved.

Mohamoud, I move a motion to approve the November minutes.  
Suad seconded the motion. No discussions

**The voting was:** Ibrahim- yes. Mohamoud - yes. Suad -yes. Warfa, yes.

**Motion carried.**

2. **School Updates** - Director Abdulle,  
The enrollment is 300 as of January 10th. And All staff returned to their assignments at the academy. We were not expecting this enrollment booster, but we are not complaining. We have to adjust support staff and transportation that we have been narrowing lately. I am not expecting a huge hurdle. We have to fill a few student-supporting positions, including hiring an instructional coach to support teaching and learning. The instructional coach is designed to help teachers throughout the school year.
3. Academic Report: The Academic program is going well. The data from Last school year showed that most students need to catch up by two or more academic years. The administration implemented an improvement plan. We have purchased and implemented a program called [fast for success-reading](#) from the University of MN. The program helps teachers to close the gap. It's a data-driven program. Our teachers are using these services to monitor students' academic growth weekly. The program is tied with Fastbridge assessments that the school uses to monitor academic growth. Presented by Director Abdulle.
4. School finance updates: Abdi & Joe  
Abdi, I have yet to have the opportunity to connect with the school finance since we come back from the winter break. Regarding the finance, I don't have concerns since we have reached the projected enrollment goal. But, the original budget projection was based on 306. The current enrollment is 300. We have rearranged transportation to maximize service capacity with no or little additional. We will submit the final revised budget with new enrollment numbers to the board.
5. MN Guild Contract Renewal process is ongoing throughout the remaining school year. And it is expected to execute by March / April deadline. Dr. Warfa - Director Abdulle, Have you heard back from MN Guild, Representative? Mr.Abdulle, I received communication regarding clarifications, follow-up, and requested items. The renewal application has been with MN Guild since December 30th.  
  
Dr. Warfa: commented. The Authorizer's annual report: was shared with us, and if directors would like to read it, it's on the shared Drive.
6. Facility Lease: Brixmor proposed year to year five years lease term. The board delegated the task to director Abdulle. Respond to the year-to-year lease yet to file. Joe and Abdi were discussing the 10% rental increase the landlord proposed. Also, new terms need to be put in place if the academy moves

forward with year to year lease. Making sure that there is no disruption during the school year.

7. FY23 Board of Directors Training. We had difficulty scheduling training outside our schedule this year. Mr. Abdulle, please schedule training for the board an hour before the board meeting days and on separate days for Governance and Finance. Coordinate this between February and March.

**Add on Agenda:**

Academic report

Dr. Warfa, I need the motion to add this to the agenda.

Mr. Mohamoud, I move the motion to add this item to the agenda.

Suad 2nd the motion.

***The voting was:*** Ibrahim - yes. Mohamoud -yes. Warfa, yes. Suad, yes.

***Motion carried***

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To adjourn the meeting, Dr. Warfa, can I have the motion to adjourn the meeting?

Mohamoud, I move the motion to adjourn the meeting.

Suad 2nd, the motion to adjourn the meeting.

The Chair - The meeting is adjourned, and Happy new year, everyone!

**The meeting adjourned at \_7:03Pm\_\_**