

# Meeting Minutes

The Board of Directors' meeting was held on Friday **Nov 21, 2025**

100 West 66th Street. Richfield, MN 55423

**Virtual meeting location:**

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

Call to Order, School Board Meeting, @ 5:06 PM.

**Roll Call to Establish Quorum:** John, Mohamed,  
Jamal, Noor & Ibrahim Hassan

**Absence:** Ubah Mohamud

**Non-voting members:** Director Abdulle & Joe,

**Guest:** MN Guild Authorizer representatives: Director Jim Zaccini & Deborah Wechman.

Declaration of conflict of interest statement: Roll call: John, no conflict of interest; Mohamed, no conflict of interest. Jamal, no conflict of interest; Noor, no conflict of interest; Khadar, no conflict of interest. Ibrahim, no conflict of interest. No conflict was declared.

Motion to accept the Agenda as presented by John and seconded by Mohamed. The directors voted as follows: John yes. Mohamed yes. Jamal yes. Noor, yes. Khadar yes. The agenda is accepted, and the **Motion carried**.

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**Public Comments/Stakeholders - 6:00-6:15 pm:** *No one was present at the school or online.*  
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## 1. Old Business

1.1. [October Board Minutes](#) - Mr. John moved to approve the October Board Meeting minutes, and Jamal seconded. (Any discussion?) No discussions were entered. The directors voted as follows: John, yes. Mohamed, yes. Khadar yes. Ibrahim, yes. Noor, yes, and Jamal, yes. **Motion carried**.

1.2. [2025 Annual](#) Report - Mr. John informed the Board that they have received the Annual Report and that it's posted on the school website. If you all need more time, let us discuss. School Direct commented and spoke with the Authorizer to confirm whether they have any comments/feedback, as they have not yet reviewed it on their end. Director Zaccini said they have not yet reviewed but will do so soon, and have no objections to the board adopting the FY25 annual report.

**The motion was entered by** Mohamed and seconded by Jamal. No discussion was entered: Directors voted this way. Ibrahim, yes. John, yes. Mohamed, yes. Jamal, yes. Noor, yes. Khadar yes. The FY25 annual report is accepted, and the **Motion carried**.

- 1.3. **Curtis Law Firm** - Updates 2026 - The school Counsel reviews the provided updates regarding [MN Paid Leave](#), which takes effect Jan 1, 2026. Charter School [Website Requirements Checklist](#). The board asked questions about a 30-minute break, and he referred them.
- 1.4. PIP Report review and report to MN Guild Q&A ( Dr. Zacchini) with Board and Next steps  
Director Abdulle welcomed the Authorizer representative: Director Jim Zaccini & Deborah. Director Abdulle confirmed the Authorizer's commitment to support the SciTech Academy community. Dr. Zucchini, the provider, enclosed a package of documents that includes communication from 2023 to the present time. The Director raised concerns and gaps in communication with the school and pointed out that the school is in the final year of the contract and renewal.

Dr. Zucchini and his colleague have come to provide information and observe the board meeting. They will provide further updates in the next few weeks on their progress in gathering documentation. They have already requested materials and documents, some of which have been received, and are awaiting additional plans and next steps from the board.

## 2. Finance committee update - *Director Abdulle, Joe, and Mohamoud.*

- 2.1. [FY26 Budget projections](#). [October Financial Overview Statement is detailed](#).
- 2.1.1. Overview: The School currently has an enrollment of over 300 students. Although this is lower than the FY26 Budget, the School has not filled all of the budgeted positions and will revise the budget this fall.
- 2.1.2. The State's ADM system will be updated once it opens again, as the School is currently being paid off of 330 ADMs.
- 2.1.3. Balance Sheet. The School has a reconciled cash balance of \$870,543 at the end of October 2025. Income Statement Summary Currently, the School is 33% of the way through the budget year. Through September, the School has received 24% of the Revenue Budget and has spent 25% of the Expenditure Budget. Grants For FY26, the School has been awarded Federal Title funding and Special Education grants. The School will explore other grants as opportunities arise.
- 2.1.4. Cash Flows Currently, the state has a 10% holdback for its budgeting purposes. This amounts to an estimated amount of \$184,625 being held back from the School through July, which will get paid back during the holdback payments in 2025. Due to the high cash balance and reserves, there is no anticipation that the School will need to borrow funds. Additional Information With the high interest rates on state-approved investments, it is recommended that the School invest any excess cash into interest-earning accounts

when possible. This will accrue interest revenue that can be used for the School's operating budget.

2.2. The finance was not approved by the board and will need to be adopted next board meeting.

**3. Add on Agenda:** None.

**4.** adjourned this meeting at 6:08 pm

Motion to adjourn the meeting by Mr. John, 2nd by Jamal. The meeting adjourned at 6:08 pm.