

Rochester STEM Academy  
District #4204  
**BOARD MEETING MINUTES**  
September 17, 2014 5:00 p.m.  
Rochester STEM Academy 415 16<sup>th</sup> St. SW, Rochester, MN

**Call to order:** Jill Leet-Otley called the meeting to order at 5:02 p.m.

**Board Members Present:** Jill Leet-Otley, Abdulkadir Abdalla, Zach Jones, Abdullahi Ali Yare,

**Absent:** Mohamoud Hamud

**Others present:** Bryan Rossi, Robert Procaccini, Charles Speiker

***Vision***

*Rochester STEM Academy will embed STEM immersion into all aspects of its programming, culture, and operations to support students from lower-income families becoming confident and skilled in STEM-related higher educational and employment opportunities.*

***Mission***

*The mission of Rochester STEM Academy is to provide a highly supportive learning environment for minority, immigrant, and other students currently underserved in traditional area high schools and greatly underrepresented in Rochester's STEM (Science, Technology, Engineering, and Mathematics) industries through a challenging program that emphasizes creativity, accountability, ongoing assessments, college-preparation, and high academic achievement.*

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**Approval of the agenda:** Motion to approve-No objections- Unanimously approved.

**Approval of the minutes** from August 27th: Motion to approve – No objections-Unanimously approved.

**Business:**

➤ **Board Motions/Actions**

<b>Motion:</b> To approve financials from August			
<b>Made by:</b> Abdulkadir Abdalla		<b>Seconded by:</b> Zach Jones	
<b>Discussion:</b> We added \$36,000 to fund balance (10% FB, our target is 25% FB)			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimous approval			

<b>Motion:</b> To approve an interfund transfer of \$27,608.08 from General Fund to Food Service Fund.			
<b>Made by:</b> Jill Leet-Otley		<b>Seconded:</b> Abdulkadir Abdalla	
<b>Discussion:</b> Food service fund is operating at a loss.			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimous approval			

<b>Motion:</b> To approve contract for Corlis Hicks - .6 SpEd; .4 DAC			
<b>Made by:</b> Zach Jones		<b>Seconded:</b> Abdulkadir Abdalla	
<b>Discussion:</b>			
<b>Vote:</b>	<b>Yea:</b> 4	<b>Nay:</b> 0	<b>Abstain:</b>
<b>Decision:</b> Unanimous approval			

**Other business:**

**Director's Report:**

Student enrollment is down from our projections. We are currently at 78 students as of 9/17/14. If enrollment doesn't go up we will need to rework our budget for FY2015.

We are still looking for a certified math teacher.

We received student lockers from RM & SA as a donation.

Extracurricular activities include chess and Lego Robotics.

Student academic performance update – We will be using DesCartes/Lexiles/Flesch-Kincaid to individually monitor student academic progress. A more comprehensive report on student test results (MCA's, etc.) will be forthcoming at the Nov. board meeting.

The following committees were established: **Policy Review** committee to be chaired by Zach Jones and to include all teachers and staff. Policies will be reviewed as part of the regularly scheduled Friday afternoon faculty meetings. Recommendations will be brought to the board bi-monthly.

**Finance committee** will include Bryan Rossi, Robert Procaccini, and Ali Yarre and will be chaired by Ali Yarre. Finance committee will meet as needed.

The board retreat will take place on Wed. Oct. 15<sup>th</sup> at 4 with a dinner with all faculty members. We will do board training and develop a strategic plan.

All board members need to sign "Board Representation Letter." Bryan will follow up with Hamud to get his signature.

**Comments from Community Members:** None.

**Meeting Adjourned:** 6:09 pm

**Next Meeting:** Wed. Nov. 19<sup>th</sup> at 5:00 pm

Respectfully submitted by Jill Leet-Otley, Rochester STEM Academy, board chair and acting secretary