

**STEAM ACADEMY BOARD MEETING
AGENDA/MINUTES 3/17/2021**

School Name	STEAM Academy	
Charter Number	#4270	
Date	3/17/2021	
Address	1250 Fifield Ave, Falcon Heights, MN 55108 Via ZOOM. A ZOOM link was provided to the public.	
Board Members Present	Role	
Hamada Aboubakr	Board Chair	
Sarah Chebli	Board Vice Chair	
Joseph Lopez	Board Secretary	
Board Members Absent		
Mahdi Nur	Board treasurer	
Tamer Sharafeldin	Board member	
Community members present		
Luli Axhijaj	Startup Coordinator	
Call to Order	By	Time
	Hamada Aboubakr	6:35pm
School Mission Statement		
<p>Mission: STEAM Academy’s mission is to provide a student-centered learning environment where all of its students, families, and communities apply the civic skills needed to wisely meet the common good through personal and public education. Our school strives to answer the question, “Why do I need to know this?” from diverse perspectives: culturally responsive, critical thinking, life-long learning, gender neutral, community informed, cross generational, and any other viewpoint that produces a greater public good.</p>		
<p>Vision: STEAM Academy embraces a multidisciplinary curriculum with an emphasis on Science, Technology, Engineering, Arts, and Mathematics (STEAM) to provide a learning-for-understanding environment which values personal and community accountability, creativity, diversity, critical thinking, and multiculturalism. We believe that schools can prepare their students for greater understanding of profound issues through collaboration, critical thinking and problem solving. We believe this is possible when learning is done with purpose.</p>		
Community Comment		
Public Comment is an open forum portion of the meeting and is an opportunity to present an issue, concern, or other statement to the Board of Directors. Individuals wishing to address the Board must sign up prior to the Call to Order and will be allotted three (3) minutes. Total		

public comment will be limited to twenty one (21) minutes:

No comments

Declaration of Conflict of Interest if any

Board members read the agenda and disclose if they have any real or perceived conflict of interest with any agenda item.

Approval of the Agenda

Motion Motion made by at 6:40 pm

Made by: Joe Lopez

Seconded by: Hamada Aboubakr

Discussion No discussion

	Yea	Nay	Abstain
	3	0	0

Agenda

- 1- Review and approve the last meeting minutes.
- 2- Treasurer report.
- 3- Calendar update (Add September Meeting) then will post dates on the website
- 4- Hiring School Finance vendor update
- 5- CSP Grant and Budget update
- 6- Change Bank Account and Line of Credit
- 7- Filing taxes
- 8- Facility update
- 9- Student enrollment
- 10- Change the current address of the school
- 11- other suggested items

1. Review and approve the last meeting minutes.

Motion Motion made by Hamada Aboubakr at 6:48 pm

Made by: Hamada Aboubakr

Seconded by: Sarah Chebli

Discussion No Discussion

	Yes	Nay	Abstain
	3	0	0

2. Treasurer report

3. Calendar update (Add September Meeting) then will post dates on the website

4. Hiring School Finance vendor update**5. CSP Grant and Budget update****6. Change Bank Account and Line of Credit**

Motion	Motion made by 7:16 pm		
Made by: Hamada Aboubakr	Seconded by: Joe Lopez		
Discussion	To give Luli Axhijaj official authorization for changing the school bank account at "American National Bank".		
	Yes	Nay	Abstain
	3	0	0

7. Filing taxes**8. Facility update****9. Student enrollment****10. Change current address of the school****11. Other suggested items**

Adjourn Meeting			
Motion	Motion to adjourn meeting made by at 7:48 pm		
Made by: Hamada Aboubakr	Seconded by: Joe Lopez		
Discussion	none		
Vote was unanimous			
	Yes	Nay	Abstain
	3	0	0

1. Review and approve the last two meeting minutes.
2. Treasurer report.
 - a. The STEAM Academy Domain with the hosting vendor needed to be paid for the website. The total amount was \$125.39. This covers one more additional year for website hosting and domain registration for the website and email accounts. Luli Axhijaj paid out of his pocket, and will need to be reimbursed through the school funds.
3. Calendar update (Add September Meeting) then Luli will post dates on the website

- a. The year's calendar was shared with all board members and approved. However, there are two months missing from it. February 2021, and September 2021. The board agrees to add September 15th, 2021 as the official board meeting date in September.
4. Hiring School Finance vendor update
 - a. Luli negotiated a cheaper price with TAG as suggested by the Board during the last meeting. The contract with TAG has been signed for \$2,906 a month. The contract for the preoperational duties is from March 15th to June 30th, the second part of the contract was for the 1st year of July 1st 2021, through June 30th, 2022. The price was negotiated in order to work with the CSP grant budget.
5. CSP Grant and Budget update
 - a. Luli has a meeting set up with someone from MDE to go over the latest CSP budget and guidelines for STEAM academy. Scott will go over the budget and determine the school director amount. Once Scott sends the revised budget, he will communicate with all; the board, Luli and MDE.
6. Change Bank Account and Line of Credit
 - a. TAG, Luli and NEO believe that changing the bank account is in the board's best interest. Currently the bank account that STEAM uses is U.S Bank. Large banks have a history with being difficult to work with for school startups. For the line of credit, NEO has a criteria that schools need to have a line of credit to support low enrollment. However, according to Wendy, this is not something required for school opening. %American National Bank+is very familiar with working with start up schools and has been working with startups since 1999. The school authorizer, NEO, The school finance vendor, TAG and the school startup coordinator have all recommended changing the school bank account to an %American Bank+bank account. Some of this can be done remotely, however Hamada will make himself available as needed for this change. The board will vote on giving Luli Axlhijaj the official authorization for changing the school bank account at "American National Bank". For the line of credit, NEO has recommended using the company, "Propel". Luli and Scott from TAG, are currently working on the application for "Propel". For the initial loan there is an initial \$500 dollar fee, but we will discuss this more when we proceed with it.
7. Filing taxes
 - a. Deadline for March 31st, 2021 to file taxes. TAG may complete the taxes or may file for an extension. Luli will follow up with Scott from TAG. Hamada will forward the letter from the IRS to Luli and Luli will forward that to Scott from TAG.
8. Facility update
 - a. The broker has been out of town for a week or so. Luli is expecting to hear from the broker either on the 18th or 19th. Luli will send suggested dates to see the buildings. Board members will then attend as available.
9. Student enrollment
 - a. Hiring a Principal will enhance student enrollment. If any board members are aware of any families that are interested in attending please let Luli know. Luli is in the process of creating Marketing / Recruitment plan for STEAM Academy including flyers and other marketing ideas. Would it be in the board's best interest to hire a recruiter? Once the building has been decided on, we can start to hold gatherings to attract new families. The board will need to start volunteering time to help with recruiting efforts. We will have a better chance of getting families to attend STEAM if more people are recruiting.
10. Change current address of the school

- a. The first address of the school was the house address of the first board chair. The current address is at the University of Minnesota. Hamada will be leaving that address at the end of March. Luli suggests using an address that is close to the facility. If the address needs to be changed before Hamada leaves his current address, Hamada will communicate that with the board and the board will decide on where to change that address too.
11. BASECAMP/website update
- a. The website was down; however it is back up and being updated currently by Luli.

STEAM Academy Authorizer:
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