March Board Meeting Minutes



1091 Snelling Ave. North, St. Paul, MN 55108 Telephone: (651) 642-0667 | Website: https://midwaystar.org

## March 22, 2024 2:00 PM In-Person

**Mission:** Midway Star Academy will create a learning environment that incorporates the cultural experiences of its students by enriching their personal and innate characteristics while setting high expectations and infusing personalized learning into the curriculum to improve student engagement and achievement.

Vision: We envision a school where every student is known, valued, and supported as an individual, with student-centered educational programs to meet each student's unique needs and interests.

**Call to order:** Abdiweli Mohamud called the meeting to order at 2:00 PM on Friday, March 22, 2024.

Name	Jul	Augus	Septembe	Octobe r	Novembe r	Decembe r	Januar	Februar	Marc h	Apri	Ma	Jun e
1. Abdiweli Mohamud (Chair, Community Member)	P	P	P	P	P	P	P	P	P	1	y	C
2. Amina Abdullahi (Parent, Community)	А	Р	Р	Р	Р	Р	Р	Р	А			
3. Osman Ali (Community, Member)	Р	Р	Р	Р	Р	А	Р	Р	Р			
4. Abdulkadir Abdalla (Vice-Chair, Community)	Р	Р	Р	Р	А	Р	Р	А	Р			
5. Kaltoon Aded (Teacher)	Р	Р	Р	Р	Р	А	Р	А	Р			
6. Anna Hemstead (Teacher)		Р	Р	Р	Р	Р	Р	Р	Р			
Mohamed Warsame (Ex-Officio)		Р	Р	Р	Р	Р	Р	Р	Р			

## I. Attendance (Secretary) Board Members Present or Absent:

**Guests and Community Members Present:** 

Name	Position/Role	
Curtis Keillen	School Attorney	
Robert Proccacini	Dieci School Finance	

#### **II.** Declaration of Conflicts of Interest

#### III. Public Comment

## IV. Approval of Agenda

#### **Action Item:**

Motion: Approval of March 15, 2024 Board Meeting Agenda. Made by: Abdulkadir Seconded by: Anna

Discussion:

Vote: Yea: 5	Nay: 0	
4	Roll Call Vote	Yea/Nay/Abstain
1. Abdiweli Moham	ud (Chair, Community Member)	Y
2. Amina Abdullahi	X	
3. Osman Ali (Com	munity Member)	Y
4. Abdulkadir Abda	lla (Vice-Chair, Community men	iber) Y
5. Kaltoon Aded (T	'eacher)	Y
6. Anna Hemstead		Y

Decision: Motion carries

## V. Approval of Minutes

## **Action Item:**

Motion: Approval of February 16, 2024 Board Meeting Agenda. Made by: Abdulkadir Seconded by: Anna

Discussion:

Vote:	Yea: 5	Nay: 0	Abstain:	
	l	Roll Call Vote		Yea/Nay/Abstain
1. Abdiv	weli Mohamud (C	hair, Community M	lember)	Y
2. Amin	Х			
3. Osman Ali (Community Member)				Y
4. Abdu	lkadir Abdalla (V	ice-Chair, Commun	ity member)	Y
5. Kalto	oon Aded (Teache	er)		Y

6. Anna Hemstead	Y
Decision: Motion carries	

#### VI. Reports/Presentations

Subject/Presenter:	Academic Report
Discussion	
Subject/Presenter:	Update on Contractual Goals
Discussion	

#### VII. New Business

- A. School leader evaluation. Board members will complete the school leader evaluation survey by the end of day on March 22, 2024. The link to the survey can be found here: <u>https://www.surveymonkey.com/r/TCFR9FC</u>
- B. Mr. Warsame will complete a self-evaluation. The link to the survey can be found here: <u>https://www.surveymonkey.com/r/ZYCF8P3</u>
- C. Review the parent satisfaction survey questions

## VIII. Executive Directors Report

- A. Enrollment Projections: We expect to have the same number of students next year, but the enrollment numbers may be lower due to high mobility among families in the twin cities.
- **B.** Staffing Updates: The number of staff members may be reduced as a result of enrollment projections.
- C. Other/General

## IX. Treasurer Report

A. Financials Report and Update

## **B.** Approve financial reports

## **Action Item:**

1. Motion: Review and approve the financial report for February.

Made by: Abdulkadir Seconded by: Osman

Discussion:

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Vote: 5	Yea: 5	Nay: 0	Abstain: 0	
		Roll Call Vote		Yea/Nay/Abstain
1. Abdiw	eli Mohamud (	Chair, Community N	Member)	Y
2. Amina	Abdullahi (Par	ent member)		Х
3. Osmar	n Ali (Communi	ty Member)		Y
4. Abdull	kadir Abdalla (V	/ice-Chair, Commu	nity member)	Y
5. Kaltoo	on Aded (Teach	er)		Y

6. Anna Hemstead	Y
Desision Mation comise	

Decision: Motion carries

#### 2. Motion: Review and approve the revised budget & 2024-25 School Budget

Seconded by: Osman Made by: Abdulkadir

Vote:	Yea:5	Nay:0	Abstain:			
	Roll Call Vote					
1. Abdiv	weli Mohamud (C	Y				
2. Amin	a Abdullahi (Pare	Х				
3. Osma	n Ali (Communi	Y				
4. Abdu	lkadir Abdalla (V	Y				
5. Kalto	oon Aded (Teache	er)		Y		
6. Anna	Hemstead			Y		
<b>D</b> · ·						

Decision:

3. Motion: Approve School Bus Purchasing about \$100,000.

Made by: Osman		Second				
Discussion:						
Vote: 5	Yea: 5	Nay: 0	Abstain: 0			
		Roll Call Vote		Yea/Nay/Abstain		
1. Abdiwe	1. Abdiweli Mohamud (Chair, Community Member)					
2. Amina	Abdullahi (Par	ent member)		Y		
3. Osman	3. Osman Ali (Community Member)					
4. Abdulk	Y					
5. Kaltoo	Y					
6. Anna H	lemstead			Y		

Decision: Motion carries

#### X. **Policy Review**

## A. Review/approve policies due for review: Action Item: Approve the following policies. Please review and make edits/suggestions prior to the meeting.

- 1. Fundraising Policy
- 2. Credit Card Policy
- 3. Records Retention and Destruction Policy

## **Action Item:**

Motion: Review and approve policies.

	Roll Call Vo	ote	Yea/Nay/Abstain
Vote: 5 Yea: 5	Nay: 0	Abstain: 0	
Discussion:			
Made by: Anna	: Anna Seconded by: Abdiweli		

 70te. J 1ea. J	Inay. O	Austain. 0	
	<b>Roll Call Vote</b>		Yea/Nay/Abstain
1. Abdiweli Mohamu	d (Chair, Community I	Member)	Y

2. Amina Abdullahi (Parent member)	Х
3. Osman Ali (Community Member)	Y
4. Abdulkadir Abdalla (Vice-Chair, Community member)	Y
5. Kaltoon Aded (Teacher)	Y
6. Anna Hemstead	Y

Decision:

- B. Review policies to be approved in April. Please review and make edits/suggestions prior to the March board meeting.
  - 1. Mandated Reporting of Child Neglect or Physical or Sexual Abuse
  - 2. Student Sex Nondiscrimination
  - 3. Student Promotion, Retention, and Program Design
  - 4. Adoption of School Budget
  - 5. Out-of-State Travel by Board Members
  - 6. Concussion Procedures

## XI. Board Training

- A. Board Members will watch the following video from Board Roles and Responsibilities: Conduct Financial Oversight of Pupil Units: <u>Conduct Financial</u> Oversight of Pupil Units (1-13-22)-720p-220114.mp4
- B. Board members will take the quiz individually or as a group: <u>Conduct</u> <u>Financial Oversight of Pupil Units Quiz. pptx</u>

New Board Member	Met Requirement? Took the first training within 6 months of being seated and continued all 3 meetings within 12 months of being seated.			
All Board members	Board Roles and Responsibilities	Employment Policies and Practices	Financial Management	
Anna Hemstead	Abide by the Bylaws	Safeguard Private Data		
	Adopt a WBWF	Dala		
	Strategic Plan			
Continuing Board Member	Met Requirement? Continuing Board members need to receive at least one training annually.			
Abdiweli Mohamud	Abide by the Bylaws			
	Safeguard Private Data			
	Adopt a WBWF Strategic Plan			
Amina Abdullahi	Abide by the Bylaws			
	Safeguard Private Data			
	Adopt a WBWF Strategic Plan			
Osman Ali	Abide by the Bylaws			
	Safeguard Private Data			
	Adopt a WBWF Strategic Plan			

Abdulkadir Abdalla	Abide by the Bylaws		
	Safeguard Private Data		
Kaltoon Aded	Adopt a WBWF Strategic Plan		

## XII. Announcements

# XIII. Adjournment

#### **Action Item:**

## Motion: to adjourn the meeting at 3:10 PM.

Made by: Abdulkadir Seconded by: Anna Discussion:

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Vote:	Yea:5	Nay:	Abstain:			
		Yea/Nay/Abstain				
1. Abdiv	weli Mohamud (	Y				
2. Amin	a Abdullahi (Par	Х				
3. Osma	n Ali (Commun	Y				
4. Abdu	lkadir Abdalla (	Y				
5. 5. Ka	ltoon Aded (Tea	Y				

Decision: Motion carries