



Vision Statement: To develop globally conscious student inventors.
Mission Statement: Innovation Science and Technology Academy Charter School will develop talented student innovators using a cutting-edge curriculum with the collaborative support of staff, parents, and community. The collaborative culture and healthy school climate will foster personalized learning and ignite the power of imagination and creativity in our students who will grow to be critical thinkers, problem solvers, and agents of change.

INNOVATION ACADEMY BOARD MEETING MINUTES - DATE: AUGUST 9, 2020

Board Members	Present	Absent
Angela Phillips		X
Sara White		X
Adebimpe Diji	X	
Peace Sinyigaya	X	
Kim Johnson	X	
Abdi Naasir Ahmed-ELL Teacher	X	
Delphine Ndikum-Parent		X
Others Present		
Omotoke Olatoye-Executive Director-Ex-Officio		
Luli Axfhijaj -NEO Advisor		
Esther Vang-Community Member		
1. Call to Order		
By: Peace Sinigaya		Time: 2:10 PM
Motion: Motion to allow Peace to run the meeting in place of Dr. D.		
Made by: Kim Johnson		Seconded by: Abdinasser Ahmed
Discussion:		
Vote: Passed 3-0, approved.		
2. Vision and Mission/Norms		
Read the vision and mission statements.		
Read through the meeting norms.		
3. Approval of the Agenda		
Motion: Motion to Approve the Agenda		
Made by: Peace Sinyigaya		Seconded by: Kim Johnson
Discussion:		
Vote:		
4. Approval of Board Minutes		
Motion: Motion to approve the meeting minutes from July 14, 2020.		
Made by: Peace Sinyigaya		Seconded by: Kim Johnson

Discussion: No changes needed to the previous minutes.	
Vote: Passed 3-0, approved.	
5. Conflict of Interest	
None	
6. NEO Observations	
<ul style="list-style-type: none"> ● Need to complete board trainings by December so we are not penalized ● Need to complete the ready to open checklist items so we are prepared to open ● Several positive areas, such as starting the meeting promptly, submitting board meeting materials ahead of time, etc. 	
6. Recruitment and Enrollment	
Motion:	
Made by:	Seconded by:
Discussion:	
<ul style="list-style-type: none"> ● We currently have 98 students enrolled ● We have signs around the area advertising the school ● We will help families fill out enrollment paperwork at the open house sessions ● We are continuing our recruitment efforts throughout the month of August 	
Vote:	
7. Procurement	
Motion: Motion to approve procurement of furniture for the school.	
Made by: Peace Sinigaya	Seconded by: Kim Johnson
Discussion:	
<ul style="list-style-type: none"> ● We have the contract signed with American Student Transportation for bus services ● We have purchased and approved Pearson for curriculum (social studies, math, engineering), CORAdvantage, ABC Mouse, Writing City ● We have contracted with a furniture company, hopefully the furniture will be delivered by the end of August ● We are using JMC for our student information system (part of our contract with Designs for Learning) 	
Vote:	
8. Fair and Open Hiring	
In compliance with Employment Policies and Practices Innovation Academy is committed to Fair and Open hiring. Below are the staff hired and new job postings.	
Motion:	
Made by:	Seconded by:
Discussion:	
<ul style="list-style-type: none"> ● We have hired a special education teacher Dawn Pettit 	

<ul style="list-style-type: none"> ● We have posted for phy ed, music, office manager, paras, EA ● Positions are posted on the school website, Ed Post and Indeed 	
Vote:	
9. Ready to Open Checklist	
Motion:	
Made by:	Seconded by:
Discussion: <ul style="list-style-type: none"> ● We have given our school policies to the attorney to be approved so we can upload them on the website ● We are working on reviewing the student, parent, and employee handbooks ● We are working on the certificate of occupancy ● The state Fire Marshall will be out tomorrow to do the inspection ● Working on the lease aid application 	
Vote:	
10. Safe Learning Plan	
Motion:	
Made by:	Seconded by:
Discussion: <ul style="list-style-type: none"> ● We will be following the Anoka-Hennepin plan, which is currently the hybrid model ● We will have “A” days and “B” days based on neighborhood and bussing ● PreK will be half days (half in the morning, half in the afternoon) ● When students are in school, we will give them food for the days they are not going to be in school ● High touch areas will be sanitized regularly, Friday will be time to do a deep cleaning of the school ● We will be contracting with a nurse to come to the school ● If we find a student has tested positive for COVID-19, we have an agreement with the bus company to come pick up the student and take them home ● State will be providing cloth face masks, disposable masks, face shields, funding for school improvements to increase safety ● Weekly meetings with MDE and MDH 	
Vote:	
10. Open House	
Motion:	
Made by:	Seconded by:
Discussion: <ul style="list-style-type: none"> ● If board members can come to at least part of the open house sessions tomorrow or next Monday, it would be greatly appreciated ● There will be activities for the children 	

- Somali TV has been out to cover the school, and will be at the open house to interview staff, board members and families
- Teachers are in the school working hard on setting up their rooms, we are hoping the furniture will arrive by the end of August. The teachers are passionate about developing student innovators.
- We have been fortunate to get some furniture from other schools, and some of the teachers have brought furniture from home for their classrooms
- We will have a sample of the school uniform for families to see. If families cannot afford to buy a uniform, we will notify them that there is a scholarship
- We will have options for Innovation Academy sweaters, T-shirts for adults
- We are focusing on the safety of everyone, there are posters in the entrance indicating that everyone needs to wear masks indoors, temperature screening is optional, there is a hand sanitizing station in the entrance and hand sanitizer around the building, there are “entrance only” and “exit only” signs, students will be spaced 6 feet apart in the classroom and gym
- There will be a vendor at the open house demonstrating a temperature check system that we may choose to purchase for monitoring the health and safety of our students and staff during the COVID-19 pandemic

Vote:

11. Upcoming Agenda

Motion:

Made by:	Seconded by:
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- Discussion:**
- Check attendance to make sure we have a quorum before starting the meeting
 - Safe Learning Plan
 - How did the first week of school go?
 - Other normal agenda items (hiring, procurement, budget, etc.)
 - We have until December for all board members to complete their training
 - **We need a new board chair.**
 - We need to vote Esther back on the board

Vote:

12. Board Training

Today, we learned about fair and open hiring requirements, practices, and policy.

Made by:	Seconded by:
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- Discussion:**
- In order to show NEO and MDE that we are making progress on our board trainings for all members, we discussed and agreed to complete five training modules by our September board meeting
 - Once we complete a module and get our certificate, we should email them to Dr. O for verification and so she can upload them

Vote:

19. Adjournment	
Motion <ul style="list-style-type: none">• Motion to adjourn the board meeting	
Made by: Peace Sinigaya	Seconded by: Kim Johnson
Discussion	
Vote:	
Meeting adjourned at: 2:42 pm	