



## **Meeting Minutes – February 26<sup>th</sup>, 2020**

Magrath Library Room 125  
1984 Buford Ave, St Paul, MN 55108  
6:00 pm

### ***Our Vision***

*Quantum STEAM Academy models a sustainable, student-centered approach to education that fosters academic excellence, critical thinking, life-long learning, and global citizenship.*

### ***Our Mission***

*Quantum STEAM Academy accelerates learning through quality instruction, an integrated Arts & Sciences curriculum, and authentic collaboration that engages Leadership, Staff, Students, Families, and Communities in the Educational Enterprise.*

### **CALL TO ORDER/ROLL CALL (6:00 PM)**

#### **Present Board Members:**

Adnan Khan  
Shavkat Metekov  
Mahrous Kandil (Board Chair)

#### **Absent Board Members:**

Mahmoud Elgendy  
Tammy Hansen (Teacher)

### **Public attendance:**

#### **A. APPROVAL OF MEETING AGENDA – 5 Minutes**

- a. Motion to approve meeting agenda as amended for February 26<sup>th</sup> 2020.  
Adnan motioned, Shavkat seconded. Motion passes unanimously.

#### **B. REVIEW AND APPROVAL OF MEETING MINUTES**

- a. Motion to approve meeting minutes of January 29<sup>th</sup> 2020.  
Shavkat motioned, Adnan seconded. Motion passes unanimously.

#### **C. Meeting Agenda:**

##### **UPDATE ON ORGANIZATIONAL MATTERS-**

- a. Review of MDE guide for conflict of interest.  
Dr. Kandil provided the MDE Guide for conflict of interest to discuss for the best practices of governance. .
- b. Board members update  
Searching for and adding new Board members as Mr. Elgendy stated that he would like to resign his position. We discussed accepting the resignation of Mr.



Mahmoud Elgendy as of Feb 26<sup>th</sup> 2020. Shavkat motioned, Adnan seconded. Motion passes unanimously. We discussed the addition of an additional board member, Khalid Haddawi as of Feb 26<sup>th</sup> 2020 and effective immediately. Adnan motioned, Shavkat seconded. Motion passes unanimously.

- c. Discussion over the fair and open hiring process including job postings and job descriptions for the school Administrator, Start-up Coordinator, Recruiter, Office Assistant, etc.

We are confirming our resolution that we will start the school this Fall 2020. Dr. Mahrous made the motion, seconded by Adnan. Motion passed unanimously. Motion to form a committee to post positions for Start-up Coordinator to review resumes, interview candidates, and make a recommendation for hiring to the board. After discussion, Adnan, and Shavkat volunteered to serve on the interviewing and hiring recommendation committee. The committee will follow the fair and open hiring process, and then recommend to the board for a hiring decision. The committee might add other board members or seek consultation from experts in hiring school leader. Adnan motioned, Shavkat seconded. Motion passed unanimously.

Motion to approve the open and fair hiring process. Dr. Mahrous motioned, Adnan seconds. Motion carries unanimously.

- d. Lease amount projection discussion

There is shortage of buildings for schools. Motion to form a committee for facility search and to select and negotiate a lease for the board to discuss and vote on. Dr. Mahrous and Adnan will be serving on the facility search committee. Our broker is Mr. Paul Donovan, from Cushman real state and he provided a list of properties to Dr. Mahrous. Board members stated that they have no conflict of interest with the Mr. Donovan or the real state company. The committee will undergo research for available options and recommend the best facilities to the board, as well lease agreements. Shavkat motioned, Dr. Mahrous seconded. Motion passed.

- e. Financial report:

Motion to authorize Dr. Mahrous to get quotes and to purchase services, furniture, technology equipment, website design, etc. as described per the revised CSP grant schedule. Adnan motions, Shavkat seconded. Motion passed unanimously. Motion to authorize Dr. Mahrous to search and to enter into a contract with a Finance Manager. Adnan motions, Shavkat seconded. Motion passed unanimously.

- f. Authorizers ready to open check list

Dr. Mahrous updated the board on his discussion with the authorizer and fulfilling the 'ready to open checklist.'

- g. 501C3 application Update

1. Tax exemption application update.

2. Board authorizes Dr. Mahrous will work on the state tax exemption application.

Adnan motions, Shavkat seconded. Motion passes unanimously.

- h. FUTURE BUSINESS**



**CHARTER  
DISTRICT  
4269-07**

**MOTION TO ADJOURN**

- a. Motion to adjourn at 6:55 pm. Shvkat motions, Kandil seconds, Motion carries.