

**Dugsi Academy Charter School**  
**School Board Meeting Minutes**  
**Thursday, May 17, 2018**  
**4:00 PM**

**Board Members:** Shukri Hassan (Chair), Mulki Hussein (Vice Chair), Jeremy Plaisance (Secretary), Warsame Warsame (Treasurer), Patricia McKee  
**Absent:** Abdullahi Sheikh

**1. Call to Order**

Meeting called to order by Shukri at 4:12

**2. Approval of May Agenda**

The motion to approve the May Agenda was moved by Shukri and seconded by Jeremy. The motion carries.

**3. Approval of April Minutes**

The motion to approve the March Minutes was moved by Jeremy and seconded by Shukri. The motion carries.

**4. Community Comments**

There was a request for an informative presentation regarding Dugsi's Special Education program and policies be scheduled for June's BOD meeting.

**5. School Leader Update**

- Mary updated the BOD as TRUEnorth and Dugsi prepare to end year one of school turnaround.
- Mulki recommended the creation of an additional leadership position to prevent Sam from becoming too busy.

**6. Pre K Application**

Dugsi has applied to Pillsbury United Communities to start a Pre-K program.

**7. Draft Calendar**

- Sam presented an academic calendar with an August 27, 2018 start date.
- The August BOD agenda will include a discussion on updating the school's winter weather policy to clarify protocol for numerous snow days.
- The motion to approve the academic calendar with the August 27, 2018 start date was moved by Shukri and seconded by Warsame. The motion carries.

**8. Enrollment / School Recruitment**

- Dugsi Academy's current enrollment is up from 260 to 279.
- Ms. Fatuma has been calling each existing family to confirm their enrollment for next year.

**9. Financial Update**

FINANCIAL STATEMENT OVERVIEW-INCOME STATEMENT

GENERAL FUND - 01

As of April 30, 2018 the school has received in Fund 01 a total of \$3,337,878 of current Fiscal Year State, Federal, and Local revenues which is 70% of its current budgeted amount.

As of April 30, 2018 the school has expended in Fund 01 \$4,549,621 which is 76% of its current budgeted expense.

Dugsi Academy Charter School ended April 2018 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$1,211,743).

#### FOOD SERVICE FUND - 02

As of April 30, 2018 the school has received in Fund 02 a total of \$153,827 of current Fiscal Year State, Federal, and Local revenues which is 53% of its current budgeted amount.

As of April 30, 2018 the school has expended in Fund 02 \$223,379 which is 78% of its current budgeted expense.

Dugsi Academy Charter School ended April 2018 with a current fiscal year to date Fund 02 deficit balance (revenues received less expenditures incurred) of (\$69,553).

#### FINANCIAL STATEMENT OVERVIEW-BALANCE SHEET

Dugsi Academy Charter School had a total cash balance of \$280,086 at the end of April 2018 reflected across all funds.

Dugsi Academy Charter School had a balance of \$12,829 in accounts receivable at April 30, 2018. Prepaid balance of \$20,144 for May insurance.

There was a balance of \$62,172 in current liabilities for general accounts payable and payroll liabilities at April 30, 2018. A portion of the liability is for payroll withholdings on the last day of the month which are not paid until the first days of the next month, thus they are reflected on the current balance sheet.

Dugsi Academy Charter School had an overall audited fund balance of \$2,198,483 at June 30, 2017 which includes its investments in fixed assets.

#### FINANCIAL STATEMENT OVERVIEW-BUDGETING AND OTHER FINANCIAL INFORMATION

State aid payment is currently based on 300 ADMs, where as the financials reflect the revised budget of 270 ADM. The revised budget include a fund balance spend down of \$770,105. The revised budget project a 6% fund balance of operating expenditure on June 30, 2018.

Revenue activity listed on the Summary Income Statement are reflections of current year actual amounts and do not include calculations for revenue earned during the school year but not yet received. These amounts are calculated at year end as part of the audit preparation process.

Expenditures included in the Summary Income Statement are reported on actual activity and known accounts payable activity. Amounts unpaid but included in the statements will be paid for in the following month. Accounts Payable and Salary Accrual amounts are calculated at year end as part of the audit process.

The motion to approve the April Financial Update was moved by Jeremy and seconded by Warsame. The motion carries.

### **10. Adjourn**

The meeting was adjourned by Shukri at 6:15 PM.

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Notice: A portion of this meeting may be closed to the public pursuant to Minnesota Statutes Section 13D.03 or 13D.05

**Next Regular Board Meeting: Thursday, June 21, 2018**  
**Board Secretary E-mail: [jplaisance@dugsiacademy.org](mailto:jplaisance@dugsiacademy.org)**