

**MNIC UTEC Campus
1313 Fifth Street SE Suite 208C
Minneapolis, Minnesota 55414**

Minutes

BOARD OF EDUCATION MEETING

Thursday, January 5, 2006

3:00 p.m.

Members in attendance: Mary Ander, Sifra Behailu (arrived during item III), Jon Gross, Judy Hawkins, Dianne Reibel (arrived during item III), Ron White. Absent: Amy Libman.

Ex officio and others: Kevin Byrne, Patsy Brooks of MNIC staff; Stephen Bosacker, Nancy Schultz and Andrew Adelman of Designs for Learning; consultant Gayle Smaller.

Note: all votes were unanimous unless otherwise stated. Items distributed at the start of the meeting included: 12/8/05 Meeting Minutes; MNIC Staff Newsletter dated 12/23/05; proposed Independent Contractor Agreement with Gayle Smaller; memo re MNIC Board Elections from Andrew Adelman; MNIC Summary Income Statement for 7/1/05-11/30/05; table of Zoning Application and Service Fees for the City of Minneapolis.

- I. ROLL CALL – the meeting was called to order by Chair Ron White at 3:05.
- II. APPROVAL OF THE AGENDA – approved by common consent, with one change, moving discussion of Gayle Smaller contract up from the Finance item to immediately after approval of agenda.
- III. Mr. Byrne reported, Mr. Smaller has run a hip-hop oriented school, and has valuable experience for MNIC; he has agreed to serve in two classrooms at MNIC for now, then start a hip-hop themed program at MNIC in the fall. Smaller introduced himself and described his interest in facilitating community involvement at MNIC. It was clarified that the hip-hop program will address a comprehensive curriculum; Mr. Smaller agreed to send an outline to the Board. Mr. White noted dates of the proposed Independent Contractor needed to be clarified. After discussion, **Ms. Ander moved approval of the contract with Gayle Smaller; seconded by Ms. Hawkins, and carried.**
- IV. APPROVAL OF MINUTES FOR DECEMBER 8th BOARD MEETING – Mr. Gross moved approval of the Minutes as presented; seconded by Ms. Ander, and carried.
- V. EXECUTIVE DIRECTOR'S REPORT
 1. General progress report, student enrollment update - ADM is holding, at 431 currently, though enrollment dropped somewhat in December as has happened other years. MNIC is being paid based on 380 ADM. An ADM/Attendance report was distributed. Board discussed issues relating to being paid for Adult Basic Education students.
 3. Data management report – not addressed.
 4. Staffing update - there have been no changes.
- VI. VOLUNTEER UPDATE - no report (Mr. Byrne noted, Amy Libman was not able to attend due to a family conflict)

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VII. FINANCE

1. Receipts and disbursements – Ms. Schultz distributed a Summary Income Statement for the year up to November 30, Balance Sheet as of November 30 and a Food Service budget report, and summarized their contents for the Board. Board discussed financial report items, and application for long term financing from the Nonprofit Management Assistance program. After discussion, **Ms. Ander moved to authorize the executive director to pursue an agreement with lenders for a long-term loan; seconded by Ms. Hawkins, and carried. Mr. Gross moved approval of the financial reports, seconded by Ms. Ander, and carried.**
2. Budget forecast – addressed in the above; Budget projects Net Income of \$111,741.
3. Contracts – contract with Gayle Smaller addressed previously.

VIII. SPACE UPDATES

1. Lease Update – Mr. Byrne reported, the Dept. of Education wants all schools to be in "E" classified sites. Board discussed building issues with MDE and with the City.
2. Mpls City Inspector issues – Mr. Bosacker distributed a listing of fees for zoning applications from the City of Minneapolis; issues discussed in the above.
3. Termination of Lease with North Minneapolis Christian Fellowship – Mr. Byrne recommended termination of this lease as of January 31. This site has the smallest numbers of students, can't support staffing, and also is not well-maintained. Staff are to come to U Tech and students to be absorbed into other programs. There are no penalties for termination of the lease. **Ms. Hawkins moved termination of the lease as of January 31; seconded by Ms. Reibel, and carried.**
4. MTS addendum - a Second Amendment to Sublease and Option to Renew was distributed. Mr. Byrne reported, this has just been received, and includes a large increase in cost for common areas at the MTS site on Lake Street. Board discussed, and agreed to seek further information on actual cost of the common areas before taking action.

IX. OTHER BUSINESS

1. Board elections – Mr. Adelman outlined issues relating to Board elections and summarized Designs for Learning experience assisting charter schools with such. Mr. Byrne reported, he is soliciting interest from teachers in running for the Board, and has heard from 2-3 who are interested. An elections committee was appointed to oversee the election process. Members are Mary Ander, Judy Hawkins, Kevin Byrne, and Andrew Adelman (staff to the committee). They will meet Saturday the 7th, at MTS, 11:00 am.
2. There was no other business.

X. ADJOURNMENT - the meeting was adjourned at 4:15 pm.

Respectfully submitted,
Andrew Adelman