

**MNIC ELA Campus
300 Industrial Boulevard
Minneapolis, Minnesota 55413**

Agenda

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 4, 2007

3:30 p.m.

Membership: Abdighani Ali, Mary Ander, Abdirahman Egeh, Elizabeth Gedatus-Garcia, Rebecca Gutierrez, Michael Lopez, Vin McMahon, Kassim Mohamed, Ron White

Ex officio: Kevin Byrne, Patsy Brooks, Idiris Mohamed, Steven Oates, Chanda Smith

Note: All votes were unanimous unless otherwise stated. Items distributed at the meeting include: Agenda, unapproved 8/23/07 Minutes; Baare Family (Cleaning Services) Contract; Minnehaha Transportation Company Contract

ROLL CALL Mr. Ron White called the meeting to order at 3:35 PM.

Members in attendance: Elizabeth Gedatus-Garcia, Rebecca Gutierrez, Michael Lopez, Abdighani Ali, Vin McMahon, Ron White, Mary Ander(after roll call). Tardy: Abdiraman Egeh. Absent: Kassim Mohamed.

Ex officio and others in attendance: Executive Director Kevin Byrne, Executive Assistant Patsy Brooks; Susan Natala (Data Manager), Stephen Bosacker (Designs for Learning), Steven Oates (Security Coordinator), Reggie Womack (Dean of Students), Laura Nichols (Social Worker), Amy Libman (Director of Volunteer Programs and Student Support Services).

I. APPROVAL OF THE AGENDA

Mr. McMahon moved to approve the agenda; Mr. Ali seconded. Carried.

II. APPROVAL OF MINUTES FOR THE AUGUST 23RD BOARD MEETING

Mr. McMahon moved to approve minutes; Ms. Gutierrez seconded. Carried.

III. OPEN MIKE

Ms. Gutierrez pointed out that the MNIC Board page on the website is not updated.

Discussion about what Open Mike is for and how discussions should proceed.

Discussion about why have ex officio members. To be on continued for the next meeting agenda.

A) CONSENT AGENDA (Financials, hirings, terminations, smaller contacts)

Recommendations from Finance and HR Committees

Agenda Contents: Temporary cleaning contact Baare Family, Temp Minnehaha Transportation, Reimbursement requests: Micheal Lopez (recruiting), Financials, Recruiting contract (Mateo Guajara), Analysis costs for financial implications of staff raise, transportation analysis fee; HR: hirings, terminations, Staff Raise Plan, contract for Mr. Ali

Mr. McMahon moved to approve the consent agenda, Mr. Lopez seconded. Carried.

Discussion – need someone who is really on top of recruiting Latino students.

Recruiting must be done for short and long term benefits.

Question about Board member liabilities. Letter from lawyer explains some of this.

B) REGULAR AGENDA

I. OTHER BUSINESS

Mr. White moved to change agenda to allow 2 Board members to talk before they leave the meeting. Approved. (who seconded)?

- A. Ms. Gedatus-Garcia wants to have a committee for site improvements – allow each site to share their priorities for improving the sites. Develop plans to make progress on these. Bring their proposals to the Board. Board members represent sites. Ms. Gedatus-Garcia would be happy to represent her site. Michael has been talking with some people about this. This committee can help identify barriers, which can be brought to other committees. Consider allowing student council representation.

The Board approved, by consensus, to the new Site Improvement Committee.

- B. HR Committee and Finance committee – people were appointed to the committee who are not members of the board. Why were they appointed to the committees? Need to clarify who gets to vote in the committee. Need times for the meetings. Mr. Byrne suggested that the board could meet every other month. Alternate months would be for committees. Mr. Byrne will send out suggested times for committees. There are people who have volunteered for these committees and are currently serving on them. Board members will re-determine their membership at these committees. Meetings currently scheduled and members committed will still meet at the next scheduled meetings.
- C. Mr. Byrne moved to move Finance Committee report discussion before Executive Director's Report. Mr. McMahon seconded. Carried

II. FINANCE (KEVIN BYRNE)

- A. Receipts and disbursements (Susan Airhart)
Delivered as document to the Board.

- B. Pay increase plan (Kevin Byrne, Vin McMahon)
Finance & HR Committees investigated proposal to increase all salaries 2% and then consider who would get another increase based on the St. Paul Schools teacher schedule. Both committees approved this. Mr. McMahon explained the plan is to have the 2% raise for all, next the committee looked at teachers to align them with the St. Paul plan, if their pay is below the plan. After that the committees will look at the support staff in the same manner in relation to the St. Paul plan. Depending on what extra costs and when the support staff changes are determined may result in the school not being able to afford the changes retroactively. Request from Financial staff – once the board approves a plan it will take time for the financial

Michael moved to approve the pay plan as approved by the HR and Financial Committees. Ms. Gedatus-Garcia seconded.

Note for committee – They will take requests from staff.

Carried.

III. EXECUTIVE DIRECTOR'S REPORT (KEVIN BYRNE)

A. General progress report

Mr. Bryne requested a commendation to Simpson Brown (Security) for how well he handled himself in a student fight yesterday. Reggie Womack reported: During the student fight, while seeking to break up the fight Simpson was maced in the eyes and bruised, but he continued to stay composed, he honorably communicated and dealt with the fighters. The fighters had called their families to support the conflict. Steven Oates, Reggie Womack and Daphne ? were present. Mr. McMahon moved to commend Simpson Brown for his exemplary professional behavior in a student fight. Ms. Ander seconded. Carried. (Reggie and Steven left)

Rick Polanski got a \$13,000 grant for the machinist program.

Steve Bosacker prepared a facility planning grant that was awarded for up to about \$12,500 to plan improvements for the Unity House facility, to improve the student learning environment. (Egeh arrived)

Mr. Egeh asked for help to get science classroom equipment. Funds are available and a plan will be created.

B. Student enrollment update

Susan Natala reported: The Data Submission was done after September 28th due to a technical problem at the MDE. Total student enrollment as of the submission: 440. 225 students at ELA, 215 students at Circle Sites. This sum was after some students were dropped.

For Educational Benefit Forms: 437 students receive free lunch, 2 reduced and 1 pays. (Ms. Gutierrez and Ms. Gedatus-Garcia left the meeting). Shiloh is full at 44 students. (Ms. Natala left.)

C. Staffing update

Laura Nichols, MSW, social worker was introduced to Board. She started last Wednesday. She will work every week at the sites. She has good background serving homelessness, etc. Mr. Byrne hopes next year Laura will help bring in social worker students as interns.

MNIC has 20 work study students. For \$11,000 have 4 FTE equivalents of staff to help tutor students

Consent agenda has the rest of the staffing. Laura and Amy left.

IV. GRADUATION/DIPLOMA APPROVALS (KEVIN BYRNE)

158 students have earned their diplomas. The Board must approve this list. Mr. McMahon moved to approve the list. Ms. Ander seconded. Carried.

V. BOARD COMMITTEE MEMBERSHIP AND STRUCTURE (MEMBERS)

Steve Bosacker reviewed the Board's goal to have 3 new members elected each year. Mr. White proposed that the 5 new members send email to Mr. Byrne as to what number of years they are willing to have for their terms. Mr. White moved the 5 new members have a term ending of June 2009 at this time. Egeh seconded. Discussion – this is a start to clarify terms. The board members will communicate their preferences and new terms, which will be re-established at the next board meeting. (Ms. Ander left)

Mr. White moved to keep the board officer positions the same as last year and allow full discussion for new officers at the next board meeting. Michael seconded. Carried.

VI. BOOKS, SUPPLIES AND FURNITURE PLAN (KEVIN BYRNE, RON WHITE)

Mr. Byrne presented a plan to secure many books for students and teachers to use in the school. Having many more books will greatly support student learning and motivation. Mr. White, Mr. Don Link and Mr. Byrne are working on finding books. They propose acquiring 20,000 books this year. These books will hopefully cover from preschool through college reading. Mr. Lopez asked if other resources could be found such as CDs, audio and video. Mr. McMahon brought up the Reading is Fundamental program as another resource. The school needs extra storage space for these many new books. Mr. Byrne already has 1200 books for Title I. In the future they will pursue various book themes relevant to students. Mr. Byrne recounted a former student who got many books for her daughter to play with. As the daughter grew up she became very comfortable with books. 7 pallets of books already found need to be shipped to Minneapolis. Non-permanent storage is needed for these. Books can be made available to students' families as well.

Mr. Byrne reported on the furniture needs for the circle sites. Mr. Link and Ms. Brooks rounded up much furniture to meet and exceed the needs: 2 floors of furniture from ING building for \$300. There is an option to purchase from the U of M 100 tables and 525 chairs.

Discussion about a plan to create a MICCS Foundation, which could be set up to receive donations, purchase and sell as fundraisers to support MNIC needs.

Seeking ways to help students who don't get enough food to get extra somehow. Perhaps Second Harvest, or U of M food. This food would have to be separated from the Federal food program. Many students come to school just to eat.

See Handout: "The MNIC Bulk Resources Plan"

Mr. Lopez moved to back Mr. Byrne and Mr. White for this bulk resource plan. Egeh Seconded. Mr. White abstained. Carried.

VII. SPACE UPDATES, CONTRACTS, BIDS AND LEASES

Mr. Lopez moved to approve the lease between MICCS and MNIC for the Shiloh Temple site and between MICCS and MNIC for the 300 Industrial Blvd (ELA) site with \$1/sf extra cost over the main lease costs. Mr. Ali seconded. Carried. Final details will be documented by Mr. Bryne.

VIII. OTHER BUSINESS

Mr. McMahon shared about Reading is Fundamental program. Books are available for ELA. Schools are expected to cover 25% of the costs. These are new books. Staff will get together to select the levels and topics of books.

Mr. White contacted Books for Africa – seeking same sources of books for MNIC students.

Hamline Education program has contacts that may help. Mr. Byrne & staff will continue to explore options and ways to improve the plan.

Mr. Byrne reported on the push to complete computer technology for every site.

Mr. Lopez asked for Mr. Byrne to come to each site to meet and support staff and students

IX. ADJOURNMENT

Mr. Lopez moved to adjourn at 5:40 PM. Mr. Ali seconded. Carried.