

MNIC ELA Campus  
300 Industrial Blvd.  
Minneapolis, Minnesota 55413

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## Unapproved Minutes

### MEETING OF THE BOARD OF EDUCATION

Thursday, November 5, 2008

4:30 p.m.

Held at 1313 5<sup>th</sup> St. SE, Room B-5, Minneapolis, MN (UTEC)

Members in attendance: Kat Anthony, John Breyfogle, Susan Knittel, Jama Farah, Hassan Hilowle, Kassim Mohamed, Takara Spaulding, Reggie Womack. Absent: Kaha Mohamed

Ex officio: Absent: Kevin Byrne, Steven Oates, Chanda Smith

Note: All votes were unanimous unless otherwise stated. Items distributed at the meeting include: Agenda; unapproved board minutes from 10/30/08, unapproved board minutes from 8/4/08, Approved Minutes MNIC Emergency Board Meeting 10/15/08.

- I. ROLL CALL: Ms. Knittel called the meeting to order at 4:09 PM with Ms. Anthony, Mr. Breyfogle, Mr. Farah, Mr. Hilowle, Mr. Mohamed, Ms. Spaulding and Mr. Womack also in attendance. Ms. Knittel announced a favorable communication from the MDE for a grant requested at \$100,000.  
Others: Katie Boe, Steve Bosacker, Zachary Brown, Mitch Douglas, Linda Duncanson, Loretta Flippin, Sue Francis, Sandra Hall, Bahar Mr. Hilowle, Gertrude Hoskins, Melissa Kappenman, Amy Libman, Don Link, Vin McMahon, Jim Miller, Susan Natala, Beth Ottiavani, Michael Powell, Kristin Quinn, Kathy Reamer, George Sand, Janet White, Oliver White, Ron Wodtke.
- II. APPROVAL OF THE AGENDA  
**Mr. Womack moved to approve the agenda as posted. Ms. Anthony seconded. Discussion: Mr. Mohamed requested changing the order of items. After discussion the motion passed with Mr. Mohamed opposed, Mr. Hilowle and Mr. Breyfogle abstaining and Ms. Anthony, Ms. Knittel, Mr. Farah, Mr. Womack and Ms. Spaulding voting in favor.**
- III. APPROVAL OF MINUTES FOR THE ~~11-05-08~~ 10-30-08 BOARD MEETING  
**Changes were proposed. Mr. Womack moved to approve Board Minutes for October 30, 2008 as amended. Ms. Anthony seconded. Passed.** Corrections were made in the spelling of names, when a member returned to the meeting and a few minor grammatical and wording changes.
- IV. ACADEMIC EXPENDITURES FROM PAST BUDGET AND NEEDED MATERIALS
  - A. Science materials expenditure authorization.  
A budget item was set for science materials, but these have not been purchased. **Mr. Breyfogle moved to spend the money as budgeted. Mr. Mohamed seconded. Passed.**
  - B. Special Education Materials needed  
To receive new money for Special Education needs, current money must be spent. Testing materials are needed to expedite testing schedules for students. Ms. Knittel

requested a motion to spend or not spend this money. **Mr. Womack moved to spend the necessary money on Special Education to expedite testing. Mr. Mohamed seconded.** Mr. Mohamed asked about how materials are being used now. Ms. Knittel explained that there is limited distribution of materials which hinders timely fulfillment of required testing and communication with stakeholders. Mr. Breyfogle supports this action. **Passed.**

#### V. HR REPORT

Accurate information was not available to clarify what action is needed. **Ms. Anthony moved to postpone this discussion until HR Manager Kimberly Paduveris can explain this issue. Mr. Womack seconded. Mr. Breyfogle will notify Kimberly. Passed**

A. Sick Leave /Paid time off

B. Contribution of Sick days to seriously ill colleagues

#### VI. GOVERNANCE/ STRATEGIC PLANNING

A. Board positions/ determine board seats and length of terms for each seat

Ms. Knittel explained that each seat on the board must have a designated time when their term is ended. Discussion ensued about the responsibilities of secretary and treasurer.

Mr. Womack stated that this is a new board and we want to start fresh. **Mr. Womack moved that any all decisions made at contested meetings be null and void. Ms. Anthony seconded.**

Mr. Breyfogle stated that uncontested board members requested emergency board meetings. Mr. Womack stated that a lot of things were contested at these meetings. Ms. Spaulding asked for clarification. Ms. Knittel does not want to be held liable for contested things. What happened in these meetings could place liability on board members individually. This [motion] would enable the school to move in a positive direction. Ms. Spaulding asked for clarification about which things are contested. Mr. Mohamed disagrees with this. Board discussed issues related to contested meetings. After discussion,

Vote was called. Voting for: Mr. Womack, Ms. Knittel, Ms. Anthony and Ms. Spaulding; voting against: Mr. Mohamed, Mr. Hilowle, Mr. Farah and Mr. Breyfogle against. **Vote was tied, motion did not pass.**

**Mr. Farah moved that a break be taken for prayers. Mr. Hilowle seconded.**

Discussion resumed on the previous issue. Disagreements about what is "contested". Discussion was stopped and question was called on the actual motion. **Motion to take a break passed.** A break was called for 5 minutes.

Meeting resumed with Mr. Hilowle and Mr. Farah not back.

Mr. Womack volunteered to be the treasurer. **Ms. Anthony moved to accept Mr. Womack as Treasurer. Mr. Breyfogle seconded. Passed.**

Mr. Breyfogle nominated Ms. Anthony for secretary.

**Mr. Womack moved to appoint Designs for Learning to act as secretary. Ms. Spaulding seconded.** Ms. Anthony declined the nomination. Board discussed pros and cons of having DL handle Secretary responsibilities. Mr. Farah and Mr. Hilowle returned during this discussion. Voting for: Mr. Womack, Ms. Knittel, Ms. Anthony, Mr. Breyfogle and Ms. Spaulding; Voting against: Mr. Mohamed. Abstained: Mr. Hilowle and Mr. Farah. **Motion passed.**

Ms. Knittel sought a person willing to act as Parliamentarian of the Board. Ron Wodtke volunteered. The parliamentarian works for the chairman of the board to keep the meeting running smoothly and following procedures. Ron read Article 3 in the bylaws regarding principal officers.

**Mr. Womack moved to appoint Ron Wodtke as parliamentarian. Ms. Anthony seconded. Passed.**

Members selected terms. **Ms. Anthony moved to accept these terms as presented. Mr. Farah seconded. Passed.** Terms are recorded in the updated Board Membership file MNIC Board Membership Status and Terms November 5 2008.pdf. Membership and terms of Board Members:

Board Member Name	Change on 10/12/08	Status	Position on Board at November 5, 2008	Date Term Expires
Susan Knittel	Elected	Teacher	Chairman	6/30/2010
Kassim Mohamed		Community	Vice-Chairman	6/30/2009
Kat Anthony	Elected	Teacher		6/30/2009
John Breyfogel	Elected	Teacher		6/30/2010
Jama Farah		At-Large		6/30/2011
Hassan Hilowle		Community		6/30/2011
Kaha Mohamed		At-Large		6/30/2011
Reggie Womak	Elected	Community	Treasurer	6/30/2010
Takara Spaulding	Elected	Community		6/30/2009

**B. Board Taskforce Chair for each Taskforce team and Reporting Deadline**

Ms. Knittel asked for any witness from board and visitors that Kevin Byrne was given notice of reprimand, or gave him a chance to change, and then did a proper determination of firing. Ms. Knittel sees there is nothing like this in the minutes presented from September and October meetings.

Janet White and Vin discussed their perspectives. No clear answer was given to this question except that Vin had given notice to Kevin of his supposed termination.

**Mr. Womack moved that Kevin Byrne is the school's director for this 2008-2009 school year and the board can evaluate Mr. Byrne during the school year. Ms. Anthony seconded. Ms. Anthony amended that there be a detailed outline for duties for the job position that the Board will use to evaluate him. Ms. Spaulding seconded the amendment.**

Mr. Breyfogle wants to clarify the amendment to find out what the job description and what the contract or work agreement are.

Mr. Breyfogle wants to table this motion until the Board sees the information he requested. If there is information and he is doing the job he would stay. Ms. Anthony explained that this is more about how the community sees that the school is working well.

Ms. Knittel called the question. Voting for: Ms. Knittel, Ms. Anthony, Ms. Spaulding, Mr. Womack. Voting against: Mr. Breyfogle, Mr. Mohamed, Mr. Hilowle. Abstained: Mr. Farah. **Motion Passed.**

**C. Determination/discussion of Administrator and Attorney representative from board Minutes on September 27, 2008 and October 7, 2008**

**Ms. Anthony moved that the school hire an attorney who specializes in school law. Ms. Spaulding seconded.** Board discussed pros and cons of Mr Miller providing legal service to MNIC versus someone with more specialize knowledge of charter school law. There was some disagreement about the need for a specialist and support to retain Mr. Miller for specific needs. Votes for: Ms. Knittel, Ms. Anthony, Ms. Spaulding, Mr. Breyfogle, Mr. Womack. Vote against: Mr. Mohamed. Abstained: Mr. Hilowle. Passed.

D. Taskforce for Administrator Job Description

Ms. Knittel requested 2 board members to serve on a taskforce to work on the administrator job description. Ms. Spaulding and Mr. Womack volunteered. **Ms. Anthony moved to accept Ms. Spaulding and Mr. Womack on this task force to describe the administrator job. Mr. Farah seconded. Passed.**

Ms. Knittel asked for 4 other volunteers for this taskforce. She request some from each school site. Those interested:

ELA	Unity	Shiloh	Sabathani	Utec
Beth Ottaviani Amy Libman	Oliver White Linda Duncanson Gertrude Hoskins Kathy Reamer	Mike Powell	Janet White	Ron Wodtke

**Ms. Anthony moved that a secret ballot be used to select 4 people for this taskforce from a variety of sites. Mr. Farah seconded. Ms. Spaulding moved to amend the motion to 5 people. Ms. Anthony seconded.** Votes for the motion: Ms. Knittel, Ms. Anthony, Ms. Spaulding, Mr. Mohamed, Mr. Farah, Mr. Hilowle. Vote against: Mr. Breyfogle. Abstained: Mr. Womack. **Passed.** Ron tallied the votes. Volunteers selected for the task force: Beth Ottiaviani, Linda Duncanson, Michael Powell, Janet White and Ron Wodtke.

E. School Policy Task force

Board discussed need to change certain school policies. **Ms. Anthony moved to form a task force to review and revise if needed the board policies and bylaws. Mr. Breyfogle seconded.** Two people from the board would be involved and others help. **Passed.**

Ms. Anthony, Mr. Breyfogle, Mr. Mohamed volunteered to be on this task force. Votes by hand (each person voted for two people): Largest number of votes were for Mr. Breyfogle (five) and Mr. Mohamed (three). Mr. Breyfogle and Mr. Mohamed selected.

Task force members, drawing from this slate:

ELA	Unity	Shiloh	Sabathani	Utec
Beth Ottaviani Amy Libman	Oliver White Linda Duncanson Gertrude	Mike Powell	Janet White	Ron Wodtke

	Hoskins Kathy Reamer			
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Amy Libman, Linda Duncanson, Kathy Reamer and Ron Wodtke were selected unanimously.

VII. NEED FOR INTERPRETER FOR SPECIAL EDUCATION AND AUTHORIZATION OF EXPENDITURE

An interpreter is needed at ELA who can interpret tests for students. This is a reimbursable position. This person would need to not know these students or families. The work is done hourly.

**Mr. Mohamed moved authorize expenditure for a interpreter for special education. Mr. Womack seconded. Passed.**

VIII. FUTURE MEETINGS AND SITES FOR MEETINGS

Ms. Knittel proposed Tuesday evenings for MNIC Board meetings. Next meeting will be November 18, 2008. There will be basket ball games on Tuesday. The coaches will notify the board of game dates for scheduling purposes. **Ms. Spaulding moved to hold the next 2 meetings on Tuesdays. Mr. Mohamed seconded.** Votes against: Ms. Knittel, Ms. Spaulding, Mr. Mohamed, Mr. Farah, Mr. Hilowle, Mr. Breyfogle. Vote for: Ms. Anthony. **Motion failed.** Discussion about dates. Ms. Knittel announced the next meeting will be 11/18 at 4:00 PM at Unity House.

IX. ADJOURNMENT

**Mr. Breyfogle moved to adjourn. Ms. Spaulding seconded. Passed.** Meeting adjourned at 6:20 PM.

Submitted by Stephen C. Bosacker.