

Minnesota Internship Center Charter School

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MNIC ELA Campus
300 Industrial Blvd.
Minneapolis, Minnesota 55413

Minutes

MEETING OF THE BOARD OF EDUCATION

Tuesday January 27, 2009

4:15 p.m.

Held at 380 E 38th Street, Minneapolis, MN (Sabathani)

Membership: Kat Anthony, Ali Egale, Jama Farah, Omar Fiqi, Susan Knittel, Kathy Reamer, Takara Spaulding, Reggie Womack

Ex officio: 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 December 9, 2008 and January 13, 2009, Title One Assistance Grant Application Summary, ADM Report.

I. ROLL CALL

Ms. Knittel called the meeting to order at 4:17M.

Members Present: Ali Egale, Kat Anthony, Jama Farah, Omar Fiqi, Susan Knittel, Kathy Reamer, Reggie Womack; Absent: Takara Spaulding

Ex officio present: Kevin Byrne

Others Present: Amy Libman, Becky Hampton, Stephanie Nelson, Melissa Kappenman, Don Link, George Sand, Susan Natala, Katie Boe, Mandi Reamer, Janet White, Oliver White, Steve Bosacker.

II. CALL TO ORDER: Chairperson Knittel gave her expectations for the meetings and time limits. Turn off cell phones, refrain from conversations during the meeting

III. APPROVAL OF THE AGENDA

Add December 9th minutes to Board minute review

Ms. Anthony-Wigle moved to approve the agenda, as amended. Mr. Womack seconded. Passed

IV. REVIEW BOARD MINUTES FROM 1-13-2009 and 12-02-2008

Minutes from

Ms. Reamer moved to accept the minutes from December 9, 2008. Mr. Farah seconded. Passed.

V. STATE OF BOARD AND CANDIDATES: VOTING FOR STAFF POSITION

Proposed slate of Board candidates:

- **Staff (1):** Oliver White. No other candidates were presented.

Mr. Womack moved to accept Mr. White to fill the vacant seat on the Board. Mr. Farah seconded. Passed.

VI. DESIGNATE BOARD POSITIONS AND TERMS

Vice Chair Position: Mr. Womack and Ms. Reamer volunteered

Treasurer Position: Mr. Womack volunteered

Mr. White moved that Mr. Womack be Vice Chair and Ms. Reamer the treasurer of the Board. Mr. Farah seconded. Passed.

VII. TITLE 1 ASSISTANCE GRANT ACCEPTANCE

Mr. Byrne presented the Title 1 Assistance Grant and requested the Board to approve this grant. It is a 2 year grant of up to \$100,000 per year, focused on ELA to improve teaching math to students there. Lisa Cooney has been hired to fill the professional development role for this grant. The second year will focus on improving reading. All her work will focus on professional development of teachers.

Ms. Anthony-Wigle moved to accept the Title 1 grant as presented for MNIC. Mr. Womack seconded. Passed.

VIII. ACCEPTANCE OF NEW HIRES FOR THE YEAR

This list goes through October. The list was supposed to have been accepted in October by the Board. Many of the newly hired staff people are associated with the ABE Program agreement with Sabathani.

Ms. Reamer moved to accept the new hires through October 2008. Ms. Anthony-Wigle seconded. Passed.

IX. STRATEGIC PLANNING GOALS UPDATE

Amy reported on the development of the Strategic Plan and goals, with comments from Mr. Byrne and Mr. Bosacker. The Strategic Planning held 2 meetings to refine findings arising from 2 years of meetings and discussions. They have identified five general goals in four areas. Ms. Libman reported on these goals very generally:

Two goals in Academic/Student learning: 1) Achieve Safe Harbor at each site by 2012. 2) Vocational programs for jobs/career training will be offered at each site.

One goal in Staff Success or Development: 100% highly qualified teachers and staff with individual staff development plans, training and creation of a professional learning community. Increase cross-campus communication.

One goal in Student Supports: MNIC will partner with services and organizations to support students' personal development, well-being and success. This includes developing student leadership. The Safety staff play an important role in a safe school culture.

One goal in Operations and Management: MNIC will achieve stable operations in all areas with an effectively functioning Board and Administration, Financial stability with a 5% cash reserve in 3 years and budgets for each site, and regular upgrade of a 3 year strategic plan. The committee will meet again to refine and make the goals "SMART" (Specific, Measurable, Actionable, Realistic and Time-bound).

Mr. White asked about facility maintenance as a part of Operations & Management.

X. ATTENDANCE UPDATE/RECRUITING: SUSAN NATALA AND NICOLE HARRIS

See ADM handout. The report covers membership from 9/2/2008 to 1/23/ 2009 and compares the same time period for 2006-2007, 2007-2008 and 2008-2009. January figures will change as we complete the month.

Full school ADM is estimated at 420.51 with 436 students enrolled right now. Circle sites have an estimated 242 ADM with 257 students enrolled. ELA has an estimated 176 ADM with 179 students enrolled. Ms. Natala estimates a final ADM between 410 and 415.

Nicole Harris has been recruiting students for MNIC at different locations around the city. The staff want to continue doing this.

XI. COPIER TONER/CARTRIDGE REFILLS

Ms. Knittel inquired about cost and ability to refill ink jet and laser cartridges. This is available and could help save money for the school.

XII. BUSINESS PARTNERSHIP/FUND RAISER COMMITTEE

Mr. White and Ms. Knittel are interested in forming a committee to write letters to businesses to seek partnerships, donations and other help for field trips, student activities, and other program needs at MNIC. Stephanie Nelson will also help.

XIII. NEW BUSINESS/OPEN MIKE

Ms. Knittel is waiting for dates to schedule Board Training from John Cairns

Mr. Link reported that the school is providing drivers education training for free for up to 25 students enrolled at MNIC. Training will start March 2nd. Last year the students with top attendance were allowed to get free drivers education. Training will be held at ELA for 3 weeks. Mr. Link will communicate with each site about how this will work. Students must be 16 or 17 years old. They must take 30 hours of training, then 6 months of driving practice with a permit in hand. The ELA parking lot will be used for some of this training.

Mr. Link is waiting for MN High School League to get MNIC into the regions competition for the Basketball sports team. Students must have white jerseys. The students won 3 of 3 games so far. Mr. Byrne and Mr. White recorded some of the game on video last game. Some clips are on the MNIC Web site. Students really appreciate that people show up to see the game.

A woman came in and helped at MNIC before school started. Later she was hired for work at MNIC. Ms. Knittel requested discussion about whether or not she should be compensated for this service before school started. Mr. Sand considered this was only a volunteer service from the start. Comment from Board: If a person is not promised pay for some work done, then there should be no pay for it. If she was not asked to do something, this is volunteer work. There was no contract. Honor her for her help and thank her.

Mr. White moved to thank Lorena Winkelman and honor her for what she did, but MNIC is under no obligation to pay her for work done before she was contracted. Mr. Womack seconded. Passed.

Mr. Womack asked that the board receive training right away, as soon as possible. Mr. Byrne will support board training during the day, perhaps after school around 3 or 4 PM. February 12 is early dismissal day. Settling on February 5 or 6th, 11th. Mr. Link suggested start around 1:30 PM and have people cover classes. Ms. Knittel will present these dates to John Cairns.

Mr. White is working on a Guss Macker Basketball Tournament for this summer. This is a recruiting opportunity for MNIC. Mr. White has to raise \$2000 to hold the event. He asked for volunteers to help with the fundraising and event.

Announcements by Mr. Byrne: happy birthday to Ms. Anthony-Wigle. Pete Reddit starts tomorrow at ELA as safety staff person. Marvin Chestnuts is now working in safety at Sabathani. Pete proposed that MNIC have one graduation this year for all MNIC students. To do this help is necessary to make it happen. Start thinking about where to hold graduation and how to do it.

XIV. ADJOURNMENT

Ms. Reamer moved to adjourn . Ms. Anthony-Wigle seconded. Passed.

Meeting adjourned at 5:15 PM.

Next meeting will be at 4 PM on February 10th, 2009 at Shiloh Site

Submitted by Stephen C. Bosacker