

MNIC ELA Campus
300 Industrial Blvd.
Minneapolis, Minnesota 55413

Approved Minutes
MEETING OF THE BOARD OF EDUCATION
Tuesday April 21, 2009
4:00 p.m.

Held at 2507 Fremont Ave. N, Minneapolis, MN (Unity Site)

Membership: Kat Anthony-Wigle, Ali Egaale, Jama Farah, Omar Fiqi, Susan Knittel, Kathy Reamer, Takara Spaulding, Oliver White, 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 March 17, 2009, MNIC Facility Issues and Action for 2009, Memo on COMPASS Grant and Americorps Promise Fellow Grant, MNIC EOY 09 Enrollment ADM Report 4/21/2009, Memorandum of Understanding between MNIC and African Community Services, MNIC Strategic Goals 2009-2012.

- I. CLOSED MEETING (Confidential HR issues) as permitted by Mn. Chapt. 13D.01 et.seq.
Ms. Knittel called the closed meeting to order 4:00 PM and ended that meeting at 4:14 PM.

Members present: Ali Egaale, Susan Knittel, Kathy Reamer, Takara Spaulding, Kat Anthony-Wigle, Reggie Womack; Tardy: Oliver White.; Ex officio present: Kevin Byrne;
Absent: Omar Fiqi, Jama Farah.

- II. CALL TO ORDER:

Ms. Knittel called the regular meeting to order at 4:20 PM.

Members Present: Ali Egaale, Susan Knittel, Kathy Reamer, Takara Spaulding, Reggie Womack; Oliver White, Kat Anthony-Wigle; Tardy: Omar Fiqi; Absent: Jama Farah.

Others Present: Shelby Outlaw, Amy Libman, Susan Natala, Melissa Kappenman, Don Link, Stephen Bosacker (Designs for Learning)

- III. Report on outcome of closed meeting

The Board discussed the communicated intent of four former MNIC teachers to sue the school. They discussed how a school deals with lawsuits, how the school's insurance covers legal costs, and that the insurance company has already assigned the legal work to a local attorney office.

- IV. APPROVAL OF THE AGENDA

Add to Finance and Budget: Clarify Lopez and Cooper Recruiting Request. Add this to the beginning of the section.

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

- V. REVIEW BOARD MINUTES FROM 3-17-09

No changes

Mr. Womack moved to accept the minutes of March 17, 2009. Ms. Reamer seconded. Passed.

VI. FINANCE AND BUDGET

A. Clarify Lopez and Cooper Recruiting Request

Mr. Womack reported that after research only two students were actually recruited who stayed for 30 or more days. Mr. Womack advised the board to pay for this work done by these two men, which is \$200 per student.

Mr. Womack moved that MNIC pay Michael Lopez and Brandon Cooper for recruiting 2 students in the manner authorized at that time period. Ms. Reamer seconded. Discussion about what these two men understand about the research. This has been discussed with them. **Passed.**

B. Finance and budget report (George Sand)

Mr. Sand was not available. Amy reported briefly, without financial documents. The Finance Committee is in the process to build a good budget for next year. They are working on a staffing model that would support the program and which can be supported by the budget. They are testing scenarios for enrollment. Many students are graduating from the school this spring, so they are looking for realistic enrollment projections for next year. Staffing is the largest part of the budget. Other large budget components will be examined as well. They are considering wild card factors from the legislature which could reduce income for the school. A worst case scenario would be with a per-pupil cut and an increase in the "hold back" percentage. MNIC finances are doing well because of cost containing actions. A line of credit will be used in June.

C. Authorization for line of credit from Park Midway Bank (George Sand)

Kevin requested authorization again for a line of credit for \$150,000 with Park Midway Bank. This will be paid back in the Fall when the hold back money arrives.

Mr. White moved to authorize for MNIC a line of credit for \$150,000 with Park Midway Bank. Ms. Reamer seconded. Passed.

D. Donation letter for Laura Nichols (Kevin Byrne)

Kevin presented a letter for Laura Nichols for volunteering time to MNIC.

E. Donation letter to Mr. G. Blatt

Kevin presented a letter for Mr. Blatt for donating a printer to the school.

Mr. White moved to accept the donation letters for Laura Nichols and Mr. Blatt. Ms. Anthony-Wigle seconded. Passed.

F. Resolution by MICCS Board to assign ELA and Shiloh leases directly to MNIC (Kevin Byrne) (Switch item F with Item H – this motion is for Item H, motions in Item H are for Item F.)

Ms. Reamer made a motion that MNIC seek approval for all five operating sites by our Sponsor, Pillsbury United Communities, and the Minnesota Department of Education so that the school is able to seek lease aid for all 5 sites. Resolved: MNIC is authorized to appeal the MDE decision that only 4 sites are approved and apply for a new site approval for the Shiloh Site. Ms. Anthony-Wigle seconded. Passed.

G. Acceptance of COMPASS Grant (Amy Libman)

Amy presented a memo describing two grants available to MNIC. One is for a community arts program. A second part to the grant is now available for artists to work with the students to paint and create a sculpture for the Unity Site property. The owners, Catalyst Unity, LLC, will guide design criteria and approve the design. Peter Brabson will work with Unity and MNIC staff. This project will last over a 2 year period. Total value is

\$4000, plus in-kind labor from MNIC staff. Donations will be sought for paint and other materials.

The second grant is an Americorps Promise Fellows Grant. This will host two positions at the school coordinating academic tutoring and college preparation help. The Vista Grant ended. The Promise Fellow grant replaces this

Ms. Anthony-Wigle moved to accept the COMPASS and Promise Fellow Grants. Mr. Womack seconded the motion. Mr. White amended the motion to thank Amy for her work on this. The amendment was approved. Passed.

- H. MNIC Site Expansion Resolution for Shiloh (Kevin Byrne) (See the note at Item F) Discussion about MNIC facilities history.

Mr. White made a motion that MNIC engage counsel to file an application for property tax exemption for the ELA Site before the end of June 2009 with an estimated cost of up to \$7000. Mr. Womack seconded. Passed.

Mr. White made a motion that the MNIC Board accept the assignment of primary leases for the ELA Site (300 Industrial Blvd) and the Shiloh Site (1201 W. Broadway) from MICCS Building Company to MNIC. Mr. Fiqi seconded. Passed.

VII. EXECUTIVE DIRECTORS REPORT

- A. Enrollment update

Susan Natala presented student enrollment report for up to 4/21/2009. MNIC enrollment as of today is 401 with 413.77 ADM. She compared enrollment at ELA. Last year enrollment was 82 students higher. Enrollment is dropping at this time of the year, some due to graduating students.

- B. Summer School Plan

Kevin reported that MNIC administration has chosen to shift arrangements for summer school to a different school. This year the school is pursuing summer school with Jennings Community Learning Center (JCLC). Ms. Reamer will act as principal for this program. Student data will be compiled on JMC, which Ms. Natala can manage. JCLC has recently been authorized for extended year program, so they lack experience running summer school. So MNIC must participate in the design and support so the program will be run well. Recruiting at ELA is very important and must be started very soon. They have some good ideas for the program.

Mr. Link elaborated that there is work being done to expand the jobs internship opportunities for students. MNIC's mission is to provide this but few schools are doing so. The demand for this kind of program is real. For example, AIOIC has many students waiting to get into their internship programs. Mr. Link thinks creating strong internship programs at ELA will help this site grow and be more successful. Currently 60 students at ELA are in the CNA program. They are exploring new program opportunities for this summer and beyond. If there is a way for students to earn high school and college credit at the same time, that would be very good for them. Creating a kind of jobs college that works with MNIC could enable students to also earn college credit.

(Ms. Spaulding left during this discussion to prepare for the Parent Night activities.)

- C. Streetworks use of Unity in Summer 2009

Kevin supports MNIC to partner with Streetworks again this summer, to allow Emerge to use some of the facilities with out rent. Streetworks will provide labor to maintain the building in the basement floor at Unity House. They will also provide food for the students during that time. A small Streetworks group will also use some of the Sabathani space.

Mr. Womack moved to allow Streetworks to use Unity facility and Sabathani facility for the Streetworks program in 2009. Ms. Reamer seconded. Passed.

D. Partnership with African Community Services

Kevin passed out a memorandum of understanding between African Community Services. This organization helps students with employment. They would like to provide their service between now and through August at ELA in conjunction with the ABE program. They will act as an education partner. They will refer younger East African students to the ELA program. ACS will fund the program up to \$10,000 through August. They are good at winning grants for their focused service and population. There will be one teacher and one paraprofessional. Kevin would like the teacher to determine timing of the program classes. (Mr. Womack stepped out)

Ms. Reamer made a motion that the Board accept the partnership with African Community Services (ACS) for Adult Basic Education for May 1 through August 2009 and ACS will advance pay for the program. Mr. Fiqi seconded. Passed.

VIII. COMMITTEE UPDATES

A. Strategic Planning Committee Present final copy for approval.

(Mr. Womack returned.) Ms. Anthony-Wigle and Ms. Knittel briefly described the goals, presented in the strategic goals document handout.

Ms. Reamer moved to accept these strategic goals for the next 3 years and present these to Pillsbury United Communities. Mr. White seconded. Passed.

B. Business Partnership Committee (Stephanie Nelson)

Delayed for the next meeting.

C. Media Rebuttal/updates of positive information/success stories from students. (Ms. Knittel)

Ms. Knittel asked Mr. White to help MNIC share positive information with the community starting soon and going forward. Mr. White concurred.

D. Morale Boosting Committee (Ms. Knittel)

Staff would like a special event, like a picnic, where staff can get together, bond and prepare for next year. Timing for this is not clear yet. Discussion focused on doing this May 4th.

E. Graduation Committee (Kevin or other designated person)

Allan Page will speak at this year's graduation.

IX. OTHER BUSINESS

A. Removal of inactive Ex-officio – Steven Oates

Mr. Oates has not attended MNIC Board meetings in a long time.

Mr. White moved to remove Mr. Oates as an ex-officio member of the Board. Mr. Womack seconded. Passed.

B. Mr. Womack reported that the Executive Director Evaluation committee has not been functioning. A job description exists for this position.

Mr. Womack moved to accept Kevin Byrne as Executive Director for MNIC for the 2009-2010 school year. Ms. Reamer seconded. Passed.

X. ADJOURNMENT

Ms. Anthony-Wigle moved to adjourn the meeting. Mr. Fiqi seconded. Passed.

Meeting adjourned at 5:34 PM.

Submitted by Stephen C. Bosacker