

Minnesota Internship Center Charter School

1

300 Industrial Blvd.
Minneapolis, Minnesota 55413

Approved Minutes

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, April 21, 2011

4:00 PM

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

Membership: Ali Egaale, Nicole Harris, Kim White, Gertrude Hoskins, Kristin Quinn, Kathy Reamer, Oliver White, Reggie Womack (Board Chair)

Ex officio: Kevin Byrne (Executive Director), Katie Black (Sponsor Liaisons)

Note: All votes were unanimous unless otherwise stated.

I. CALL TO ORDER: Chair expectations for the meetings and time limits.

Mr. Womack called the meeting to order with quorum at 4:04 PM and gave instructions.

- a. Pledge of Allegiance
- b. Roll Call and Attendance

Members Present: Ali Egaale, Nicole Harris, Gertrude Hoskins, Kristin Quinn, Kathy Reamer, Oliver White, and Reggie Womack; Absent: Kimberly White

Others Present: Kevin Byrne (Director), Mitch Douglas, Loretta Flippin, Amy Libman, Jenna Sanderson, Samone Derks, Liesa Irwin, Frank Stucki, Stephen Bosacker (Designs for Learning)

Items distributed at the meeting include: Agenda, Unapproved minutes for March 18, 2011, Financial Report and Balance Statement for March 2011, Revised Budget for 2010-2011.

II. APPROVAL OF THE AGENDA

Add to agenda in Other Business:

- Proposal to change Dean of Students Position
- Discuss Family Night money uses
- Prom Funding Update

Postpone from Agenda:

- Donations item to future meeting
- GASB54 item to future meeting

Ms. Quinn moved to approve the agenda with changes. Mr. White seconded. Passed.

III. REVIEW BOARD MINUTES FROM 3-17-11

- A. March 17, 2011

Minutes from January and February 2011 were listed in Item I. as distributed at the March 17, 2011 meeting.

Ms. Reamer moved to accept March 17, 2011 minutes, with modification. Ms. Hoskins seconded. Passed.

IV. SIG GRANT II INFORMATION FROM THE STATE

Mr. Byrne reported he submitted a request to MDE to have MNIC included in the Federal DOE School Improvement Grant process and also communicated that MNIC seeks to be removed from the PLAS list according to Federal Guidance for exceptional schools. A form was sent. MDE required Cambridge Education to review the school as the others who were removed from the PLAS list last year (HSRA and Rochester Off-Campus High School). MNIC will also have to create a corrective action plan.

V. FINANCE AND BUDGET (KATHY REAMER)

A. Finance Committee Report

MNIC must revise its budget to align with actual ADM and fulfill financing commitments with Charter School Capital. For the last 3 years MNIC enrollment has decreased as the ELL program enrollments decreased. The Fund 2 deficit will be paid from 2 years ago. Mr. Womack introduced Leisa Irwin and Frank Stucki who are helping MNIC redesign its budget for the next 3 years.

Ms. Reamer presented the revised budget (see handout). Discussion progressed about what this means, in cutting expenses, prospects with the State Legislature and how MNIC will move forward. A better budget can approved after a more complete plan is finished in early May.

Ms. Quinn move to approve the revised budget for FY2010. Ms. Harris seconded. Passed.

B. Van Update (Kevin Byrne)

MNIC has one van from the bus company and no other bussing. Mr. Byrne is exploring a new MTC bus pass proposal that may be available to MNIC students. Ms. Quinn commented that students really like to take the MNIC van to the school. She encouraged an increase in the number of vans used for students. This may be an option next year.

C. Transfer of Fund Two (Food/Nutrition) deficit to Fund One

Ms. Reamer stated that \$76,437.27 must be transferred to Fund Two from Fund One to cover the fund deficit from FY 2009.

Ms. Reamer moved to transfer \$76,437.27 from Fund One to Fund Two to cover the deficit from two years ago. Ms. Hoskins seconded. Passed.

D. GASB 54 Requirement

Removed from agenda, to be addressed at the next regular board meeting.

E. Approves of Donations

Some donations around \$1400 came in for the Prom from business partners and family members. Next meeting will address these.

VI. OUTREACH UPDATE (REGGIE WOMACK AND NICOLE HARRIS)

Ms. Harris reported. Recruiting continues and students continue to enroll at MNIC. Everyone is still making their calls to students from all sites. Recruiting continues at grocery stores.

Eight students from UTEC, Sabathani and UTEC got jobs for this summer with the Step Up Program. One Block At A Time (OBAAT) will receive MNIC student interviews for construction jobs this summer.

35 young women received prom dresses last month. Richfield School District also held a Prom dress give away for 25 more young MNIC women.

The recruitment team is preparing to enroll students for summer school.

Appreciation was shared for everyone's efforts in this.

VII. MAY ELECTION

The MNIC Board Election will be held in May. MNIC is allowed to have between 5 and 9 members on the Board. Mr. Byrne suggested the board could reduce the number from 9 to 7, now that enrollment and staffing has decreased. This was discussed.

Ms. Reamer moved to change the number of Board members from 9 members to 7 at the next board election in May. Ali seconded. Passed.

Mr. Womack announced that the MNIC Election will be held on May 19th at the MNIC Annual Meeting.

With the change in number of board members, four seats would be open in the Election: One teacher, one parent, one community and one At-Large. Procedure for the election will be repeated as for last year. Concern was expressed about how many board members might change in this year. Four potentially new members could be elected, which could result in a change in a large portion of the board members. Discussion ensued regarding MNIC bylaws which require an appointed member to be elected at the next election.

Mr. White moved to change the MNIC bylaws subject to approval by PUC in Article IV, Section 8 from "until the next annual meeting of the members," to "until the end of the term of that seat,". Ms. Hoskins seconded. Passed.

With the change in the bylaws, only 2 seats need to be filled at the election: one community and one At-Large seat. One of the At-Large seats will be eliminated to conform to 7 seats on the board. Newly elected members will serve for a three year term.

VIII. OTHER BUSINESS

A. Proposal to change Dean of Students Position '\

Due to student discipline policy, an administrator needs to be available to approve student discipline. A solution to this is to change the Dean of Students position to be an administration position.

Ms. Reamer moved to change the Dean of Students position to the Administration category, Ms. Harris seconded. Passed.

B. Discuss Family Night money uses

Mr. Byrne reported that the excess family night money of \$1000 may be used for the MNIC Prom. This money would help meet funding needed for the prom.

Mr. White moved that the Title 1 fund to the amount of \$1000 be used to support the Prom. Ms. Harris seconded.

C. Prom Funding Update

Current funds for the Prom, as of this meeting, now reach the goal. Prom tickets and other donations will help fund next year's Prom.

Amy Libman announced a grant from Delta Dental for student dental kits, a set of Wii units arrived for all sites to provide "virtual" physical education activities. Free food was

donated to the MNIC food program. A new Vista volunteer was hired for this next year. This position will focus on student mental health.

Mr. Stucki requested that the Board have a special board meeting on May 3rd to revise the FY2011 budget. Before that meeting, a two or three year budget plan will be prepared and sent to the Board. This will also enable the school to extend financing for the rest of the school year.

IX. ADJOURNMENT

The next meeting will be a Special Board meeting May 3, 2011, 3:30 PM at Sabathani Campus. The next Regular Board Meeting and election will be May 19th at Unity, 3rd Floor at 3:45 PM.

Mr. White moved to adjourn the meeting at 5:15 pm. Ms. Hoskins seconded. Passed.

The meeting adjourned at 5:15 PM

Submitted by Stephen Bosacker, Designs for Learning