

MNIC ELA Campus
300 Industrial Blvd.
Minneapolis, Minnesota 55413

Approved Minutes

ANNUAL MEETING OF THE BOARD OF EDUCATION

Thursday, May 20, 2010

4:00 PM

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

Membership:, Ali Egaale, Jama Farah, Omar Fiqi, Susan Knittel, Kathy Reamer, Nicole Harris, Tracy McFarland, Oliver White, Reggie Womack

Ex officio: Kevin Byrne, Chanda Baker

Note: All votes were unanimous unless otherwise stated.

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

Ms. Knittel called the meeting to order at 3:22 PM and gave instructions.

Members Present: Susan Knittel, Kathy Reamer; Oliver White, Reggie Womack, Tracy McFarland, Nicole Harris, Ali Egaale, Omar Fiqi; Absent: Jama Farah

Others Present: Kevin Byrne, Amy Libman, Nathaniel Hedke, Jason Morzenti, Lisa Cooney, Jon Gross, Kristin Quinn, Don Link, Dave Haugen, Melissa Kappenman, Ron Wodtke, Samone Dirks, Loretta Flippin, Maggie Quam, Krissy Wright, Gertrude Hoskins, Tricia Torrey?, Stephen Bosacker (Designs for Learning)

Items distributed at the meeting include: Agenda, Unapproved minutes for April 12, 2010, contracts, document outlining new lease for 300 Industrial Blvd., 300 Industrial Blvd. floor plan identifying space to be leased by MNIC, Spartan Security quote, Proposed 2010-2011 MNIC budget, election documents and Election ballot tally sheet (results),

II. APPROVAL OF THE AGENDA

Remove agenda item Installation of Officers. Board will announce new board members in this meeting, install new directors and officers will be elected in the July board meeting.

Add "Security cameras" in New Business

Vote for 2010-2011 Budget

Vote for 2010-2011 calendar

Ms. Reamer moved to approve the agenda as revised. Mr. Womack seconded. Passed.

III. REVIEW BOARD MINUTES FROM 4-12-10

Remove duplicated items in "Items distributed list".

Mr. White moved to accept the minutes of April 12, 2010 as amended. Mr. Womack seconded. Passed.

IV. BOARD ELECTIONS

Election was held after candidates made their statements.

After collecting ballots and carefully counting ballots (Don Link, Liz Sommerville (Designs for Learning) winners were announced: Kristin Quinn (teacher), Ron Wodtke (teacher) and Reggie Womack received the most votes for the three seats.

~~V. INSTALLATION OF OFFICERS~~

To be done in July, 2010

VI. OLD BUSINESS

None addressed

VII. NEW BUSINESS

A. Calendar for 2010-11

Ms. Reamer explained some factors affecting the calendar. If MNIC is awarded the new School Improvement Grant, there may need to be more professional development days, as well as possible extended days and/or extended year days added to the calendar. This Calendar contains: 170 Student days and 179 staff/teacher days (currently planned). Suggestion was made to start Winter Break on December 20th.

Mr. Womack moved to approve the calendar as presented. Ms. Harris Seconded. No discussion. Motion passed.

B. Security Camera bids were requested for Unity facility to improve security. All new cameras will be focused on spaces outside the building. The best price is \$3,975. Question was raised about payment options was posed.

Mr. White moved to accept purchasing security cameras given that the payment option is acceptable. Mr. Fiqi seconded. Passed.

VIII. FINANCE AND BUDGET

A. Budget for 2010-2011

The proposed budget for 2010-2011 is based on 275 ADMs. This year the budget starts based on lower student enrollment number, and hopefully enrollment will improve beyond this number over the year. The 30% holdback is a new factor in budget calculations. Ms. Reamer reviewed items in the budget. Fund 2 (Food Service) will hopefully be more economical and new food menus better appreciated by students. Chef Seth is helping with food service plans.

Lease costs will be reduced by about \$275,000 for next year when the new lease for 300 Industrial Blvd. is ratified.

Ms. Reamer moved to approve the budget based on 275 ADMs for next year. Mr. Egaale seconded. Discussion: Will there be layoffs with this budget? This depends on MNIC achieving the enrollment needed for this budget. Retaining students is an important strategy for keeping this budget and improving student learning. Mr. Womack reinforced the importance of retention strategies. Ms. Reamer gave examples of how student turnover affect the school and how to think about this challenge from a budget/finance perspective. Mr. Womack and Mr. Byrne iterated the need to learn better why students leave and find how to help them stay in school.

Motion Passed.

B. Treasurer's report (Kathy Reamer)

Not this month

C. Revised Budget Approval (Kathy Reamer)

Will be presented at the next board meeting in June.

D. East building lease change (Kevin Byrne)

Mr. Byrne presented a modified lease proposal for the East High site (300 Industrial Blvd.) to adjust to lower student enrollment at this site. Emily Grey Academy (EG) will lease the majority of currently leased space. MNIC will retain about 12000 SF of space. The EG Board voted to sign the lease for their proposed space for 2 years. The modified lease for MNIC will allow 4 classrooms. MNIC offices will move from Unity to East. Some students now at East High may shift to UTEC. Adult Basic Ed services will be relocated to Sabathani. EG may purchase food from MNIC's food service. EG anticipates expanding enrollment to the whole facility. If this happens MNIC will relocate the East High School site to a new location. Without this arrangement the cost of the lease could undermine the school financially. EG desires to begin to occupy the space in June. Mr. Byrne requested the board approve this, as it is a modification of the original lease.

Mr. White moved to accept a new lease with Francis Family LLP. Mr. Womack seconded. Passed.

E. Contracted Services RFP report (Kevin Byrne)

Mr. Byrne reported on the RFP sent out to 5 companies for a 2 year proposal. Of these companies only Designs for Learning (DL) responded to all areas of service. A committee of 5 people met and examined the proposal. The proposal from DL is similar to last time, with some changes as requested. The IT section was improved with more hours for less cost compared to total past IT costs. Annual HR costs were increased due to the number of hours in excess of contracted hours; this has occurred over the last number of years. DL services costs come to about 6-7% of the school's budget, which is lower than many service companies charge.

Ms. Reamer moved to accept the contract for services with Designs for Learning for a 2 year period. Mr. Egaale seconded. Mr. White thanked DL for the work they provided to MNIC. Passed.

IX. EXECUTIVE DIRECTORS REPORT (KEVIN BYRNE)

A. Graduation update

Mr. Byrne announced progress to determine which students can graduate. Some students may be able to complete requirements this summer. Bobby Joe Champion, MN Legislator, will speak at the graduation ceremony. Mr. White requested help from staff to fill roles for the event. There will be no food at the ceremony. This year Mr. Byrne would like to find a way to reduce the amount and loudness of the audience during the ceremony. The ceremony will be held at Sabathani Community Center. The auditorium holds up to 500 people and will have police security and MNIC Safety staff present. It will be important to show care and honor to the visitors. Caps and Gowns will be donated by Macalester College again this year. During the event people will have opportunity to register for summer school and school next year. Tutoring will be available for students after school is out this summer to help students continue earning credits.

B. Prom Update

Kristin Quinn reported on the Prom. It went well this year. Staff support was very good. About 75 students attended. The Marriot people were awesome and appreciative. All safety staff volunteered to help. MNIC staff helped demonstrate care for and interest in the students. Mr. White announced the year book is available.

Ms. Knittel asked if the board was interested in having an open mike to entertain comments from visitors. Some discussion ensued regarding the number of students who completed all credits but have not passed the MCA tests.

Mr. White moved that Mr. Jon Gross and a committee consider creating a certificate of attendance if this can be done within legal parameters. Mr. Fiqi seconded. Discussion. Ms. Reamer: If a certificate of attendance is created for East site, then must be done for all sites. Then many more people would seek to attend graduation. It is hard that we won't know what results of the MCA tests are until at or perhaps just after graduation day. Lisa Cooney cautioned what a certificate of attendance allows and does not allow. Students need to know what this does not give them. The certificate does not stop students from continuing to work at passing the tests. Certain students may only ever accomplish the certificate. Ms. Reamer cautioned that the word completion will be interpreted. Lisa cautioned that if a certificate of attendance causes students to no longer be active with a MARSS number, they cannot take the tests to achieve a high school diploma. [Ms. Harris left the meeting.] Mr. Womack pressed the issue that students really need a high school diploma. If students walk at graduation and some will think they have what they need, when they don't have it. Mr. Womack challenged the teachers to ensure that they stay with these students to gain a real diploma. Mr. White agreed that it is rare that students come back after they walk in a Graduation ceremony

Votes: 2 for, 5 against: Motion failed

X. ADJOURNMENT

The next meeting will be June 15, 2010, 1:00 PM at East High

Mr. Womack moved to adjourn. Ms. Reamer Seconded. Passed.

The Meeting adjourned at 5:35 PM

Submitted by Stephen Bosacker, Designs for Learning