

300 Industrial Blvd.  
Minneapolis, Minnesota 55413

---

## Approved Minutes

### REGULAR MEETING OF THE BOARD OF EDUCATION

*Wednesday, June 22, 2011*

*2:30 PM*

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

Membership: Ali Egaale, Nicole Harris, Gertrude Hoskins, Kristin Quinn, Kathy Reamer, Latanza Tolbert, 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 2:36 PM and gave instructions.

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

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

Others Present: Kevin Byrne (Director), Katie Kohn, Dave Haugen, Janet White, Liz Sommerville (Designs for Learning, Stephen Bosacker (Designs for Learning)

Items distributed at the meeting include: Agenda, Unapproved Board Minutes May 3, 2011, Unapproved Board Minutes May 26, 2011, MNIC 2010-2011 Final Budget, MNIC 2011-2012 Proposed Budget, Policy for GASB Rule No. 54, Designs for Learning Contract Amendment, MNIC Charter Renewal Contract with PUC.

#### II. APPROVAL OF THE AGENDA

Add to agenda in Other Business:

- Approval of a donation from Sam's Club
- Certificates of Appreciation for retiring board members

**Ms. Reamer moved to approve the agenda with changes as noted. Ms. Quinn seconded. Passed.**

#### III. REVIEW BOARD MINUTES FROM 5-3-11, and 5-26-11

**Ms. Reamer moved to approve the board minutes for May 3 and May 26, 2011. Ms. Hoskins seconded. Passed.**

#### IV. MNIC Charter Contract Renewal with PUC (Katie Kohn)

Ms. Kohn rehearsed the charter renewal process. PUC recommended a 2-year contract renewal period for the school. The contract covers all state requirements for a charter school. She reviewed MNIC goals for for the next two years. PUC wants a goal on governance and finance, which are included. Other non-academic and academic goals are included.

PUC has expectations of what the school will provide to PUC each year from the school. PUC also covers its responsibilities to the school. Oversight and review activities are included. Provisions for the ending of the contract and possible closing of the school were reviewed.

Numerous exhibits are included with the contract. An Assurances document is to be signed by board members and included with the contract.

Mr. Womack expressed appreciation on behalf of the Board to Ms. Kohn and PUC. This relationship has been healthy and positive.

**Mr. White moved to approve and accept the contract with PUC. Ms. Harris seconded. Passed.**

Signing of the contract was completed.

## V. FINANCE AND BUDGET (KATHY REAMER)

### A. Finance Committee Report

MNIC's fund balance is high enough to manage a small deficit. A final proposed budget was created to finish the year. This is based on 225 ADMs.

Regarding what happens if the State shuts down, there is sufficient funds to cover the next payroll. There is no special financing fund available for charter schools like ISD schools have. Charter School Capital can front funds for MNIC to stay in operation if needed. The hope is to start school with well over 210 students. Mr. White suggested a communication to MNIC employees about possibilities from a State shutdown. Those individuals at MNIC on JVS may have to stop working and get no pay. These are elderly people with low incomes.

May financial statements will be covered in the July meeting.

### B. GASB 54 Requirement

Draft policy created by the MSBA was reviewed at the last board meeting. Specific information added to this is: Item V: "The school district will strive to maintain a minimum unassigned general fund balance of 25% of the annual budget and 8 months of operating expenses."

Item VIII: "The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the following: Executive Director and Business Manager."

**Mr. White moved to approve the discussed GASB 54 Policy for MNIC. Ms. Harris seconded. Passed.**

### C. Approval of Revised 2010-11 Budget

**Ms. Quinn moved to accept the final budget for 2010-2011. Ms. Harris seconded. Passed.**

### D. Approval of Proposed 2011-12 Budget

Ms. Reamer presented a budget for FY2012 based on 210 ADMs. The food service deficit will be reduced. Many uncertainties in funding and enrollments will require a revision of this budget early in the FY2012 school year.

Discussion ensued about a few line items.

**Ms. Reamer moved to accept the 2011-2012 budget. Ms. Hoskins seconded. Passed.**

E. Change to Designs Contract (Kevin Byrne)

This reflects a reduction of costs to the contract. In lieu of this reduction MNIC will hire Stephen Bosacker part time to help MNIC implement strategic improvements in the school, provide a number of services that were previously in the DL contract, and to find improvements in income and reductions in costs in school operations. Net costs of this combination to MNIC are nil.

Discussion ensued about certain items.

**Mr. White moved to approve the Designs for Learning Amendment to the contract. Ms. Harris seconded. Passed.**

VI. OUTREACH UPDATE (REGGIE WOMACK AND NICOLE HARRIS)

Reviewed recent meeting and plans for recruiting for this year. Flyers will be updated, posters, other materials and a recruiting calendar will be created and used.

First week of summer school went well. Current summer school students and prospective students can enroll for the fall at this time. Communications with prospective and returning students will be maintained during the summer. Updated registration forms are being prepared. Each site will be seeking their respective goals. Specific venues for meeting students are planned. All staff are needed to accomplish the goal.

Discussion about registration forms.

VII. East High Lease Update

Negotiations are in process for a revised lease with Francis Family LLP to reduce area leased, cost of lease or some helpful improvement for the school.

VIII. OTHER BUSINESS

A. Approval of Donation

Sam's Club donated a pallet of water for the tornado victims. These were distributed by students and staff for needy families.

**Ms. Reamer moved to accept the donation of water from Sam's Club. Ms. Quinn seconded. Passed.**

B. Certificates of Appreciation

Mr. Byrne and Mr. Womack presented a Certificate of Appreciation to Gertrude Hoskins, Ali Egaale and Mr. White White as they step off of the Board.

IX. ADJOURNMENT

The next Board Meeting will be held July 20, 2011, 2:30 PM at Unity Campus.

**Mr. White moved to adjourn the meeting at 3:50. Ms. Reamer seconded. Passed.**

The meeting adjourned at 3:50 PM

Submitted by Stephen Bosacker, Designs for Learning