

# Minnesota Internship Center Charter School

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MNIC ELA Campus  
300 Industrial Blvd.  
Minneapolis, Minnesota 55413

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## **Approved Minutes**

MEETING OF THE BOARD OF EDUCATION

*Tuesday July 21, 2009*

*2:45 p.m.*

Held at 300 Industrial Blvd., Minneapolis, MN (ELA 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, Chanda Baker (Smith)

Note: All votes were unanimous unless otherwise stated.

Items distributed at the meeting include: Agenda, unapproved board minutes from June 16, 2009, approved board minutes from April 21, 2009 with revision hand written, Monarch Bus Service proposal, Minnehaha Transportation, Inc. contract, Wellness Policy proposal, Memorandum of understanding with People's Center Medical Clinic, Cedar Riverside People's Center booklet.

### I. CALL TO ORDER:

Ms. Knittel called the regular meeting to order at 4:07 PM.

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

Others Present: Kevin Byrne, Samone Derks, Mitch Douglas, Amy Libman, Don Link, Melissa Kappenman, Mandy Reamer, Pete Reddit, George Sand, Janet White, Stephen Bosacker (Designs for Learning), John Cairns (lawyer)

### II. APPROVAL OF THE AGENDA

Additions: Legal Update (John Cairns) after April Minutes Item

Wellness Committee Report (Melissa Kappenman) in Other Business

Transportation Contract Bids in Other Business

**Mrs. Reamer moved to approve the agenda as amended. Mr. Womack seconded. Passed**

### III. REVIEW BOARD MINUTES FROM 6-16-09

Changes requested: Add Chanda Smith (now Baker) as ex officio in attendance.

**Mr. White moved to accept the minutes of 6/16/, 2009 as amended. Mr. Farah seconded. Passed.**

### IV. CHANGE IN APRIL 2009 MINUTES

Modified the approved minutes to correctly represent the closed meeting as "Potential Litigation" not "Confidential HR issues".

**Mr. Womack moved to correct the minutes of April 21, 2009 as amended. Mr. White seconded. Passed.**

## V. LEGAL UPDATE (John Cairns)

Mr. Cairns presented perspectives and information on the new MN charter School statutes, which came into effect August 1<sup>st</sup>. Mr. Cairns explained some changes in these laws and explained process to update bylaws. Some new statutes are fairly clear, but others are not so. When and how various statutes must be implemented has not been clarified yet. School Bylaws will need to be changed to match new statutes.

Some relevant new changes were presented:

- Boards who choose to not have a teacher majority are required to have at least 1 parent (of a student), one teacher and one community member not employed by the school.
- A new board member category is defined: Ex officio members are the director (CEO) and senior financial person (CFO). The board may define others as ex officio.
- New rules as to who can be elected to a board or remain on a board (conflict of interest).
- New requirements for conflict of interest.
- Who votes for board of directors is redefined. Statute states that all employees and parents of children are eligible to vote for board members. This may conflict with non-profit board statute that board members elect board members.
- New board member training requirements. What the MDE requires for approved board training is not yet defined.
- Relationship between Authorizer (Sponsor), charter schools and the MDE has been changed. There are many implications to this change.
- Annual reports must contain specific ingredients, which may differ from previous annual report formats. Authorizers have a larger role in the creation of an annual report.
- Teacher licensing law has been modified, allowing the MDE to penalize schools for violations. The commissioner has authority to penalize a charter school for any violation of a statute, though not for independent districts.

## VI. FINANCE AND BUDGET

### A. Finance and budget report (George Sand)

The budget approved at the last meeting was based on a 10% holdback, so that budget no longer works with the new 27% holdback. The new budget will be based on 430 ADM. The school is pursuing more credit to cover the holdback cash flow challenge.

### B. Lease aide update

Some leases need to be renegotiated and signed.

### C. 27% Holdback (Kevin Byrne)

Mr. Byrne reported that MNIC will approach lessors and vendors to negotiate a delay in payments with catch up after the holdback is paid next Fall. The hold back plus the 8.9% reduction in income has resulted in very significant cuts in income this month. This leads to extremely tight cash flow situation for many schools around the state. School staffing and other costs are being cut to the minimum.

A new coalition for charter school management has been formed by around half the charter schools in Minnesota. The coalition is exploring multiple strategies to help schools manage this serious development. This group is working to find new financing options to help schools through this time. Bank financing is very tight. For example, MNIC's financing vendors will not take on more schools or increase their lending. There are 30 schools in worse condition than MNIC. Regular school districts have more financing options than charter schools. [Mr. Womack left the meeting 4 PM]

Hopefully, by schools working together, there will be enough influence to make these challenges known to those who can make a difference.

**Mr. White moved to ratify the that amount of the line of credit from Park Midway bank is \$200,000, rather than \$150,000, as reported in the April board meeting minutes. Seconded by Mrs. Reamer. Passed.**

D. Shiloh Issue

The MDE disapproved Shiloh first as an authorized site and then recently as an expansion site. The decision will be appealed. As a result this site cannot be used for school by MNIC. The school will reorganize and seek to keep the students who were at Shiloh. There is the potential that many high-need students will leave school because of this change.

VII. EXECUTIVE DIRECTORS REPORT (Kevin Byrne)

A. Enrollment update

Recruiting has been strong and consistent through the summer. Some approaches are doing well. Now that MNIC is short on space in north Minneapolis, it may be difficult to enroll as many as want to come in that part of town.

B. Summer School

Mrs. Reamer reported on progress of the summer school. Attendance is around 90 at ELA, some of whom are with ABE program. Unity has 56 students. Sabathani has 14 students.

VIII. TITLE ONE ASSISTANCE GRANT FOR UNITY

The Title 1 School Improvement teacher grant for Unity site seems to be moving forward to approval. Some adjustments have been requested from MDE to clarify details in the budget.

IX. MEMORANDUM OF UNDERSTANDING WITH PEOPLE'S CENTER FOR HEALTH CLINIC

The People's Center Medical Clinic is pursuing a memorandum of understanding with the intention to operate a clinic with MNIC for students' benefit. The plans are to hold the clinic in the ELA site a few days a week. A handout provided information on the organization.

X. WASTE TECHNOLOGY GRANT (Amy Libman)

A 2 year grant for \$11,000 has been approved by Hennepin County for MNIC. Science teachers at MNIC will incorporate waste management and environmental education into classes. An internship will be started for a college student and MNIC students to work together a one or more colleges. Tours/field trips will be created. Organic waste collection containers for recycling/compost will be at MNIC sites. MNIC Board is requested to ratify the grant.

Mr. White offered to pursue more grants for the school.

**Ms. Anthony-Wigle moved to ratify the 2009 Public Entity Waste Abatement Incentive Fund Program grant. Mr. White seconded. Passed.**

XI. OTHER BUSINESS

A. Wellness Committee Report (Melissa Kappenman)

Ms. Kappenman presented a wellness policy for MNIC for the school as developed by the wellness committee. The policy will be distributed for discussion and approval in August.

B. Transportation Contract Bids

Mr. Byrne requested bids from 5 bus companies. Two companies replied with bids. The bids are significantly different. Bids were received from Minnehaha Transportation Inc. and Monarch Bus Service.

Mrs. Reamer reported challenges with the current bus company. Mr. Sand reported that the problems are being addressed, with contributing factors and solutions from both parties.

Discussion about solutions for daily and field trip transportation.

**Mrs. Reamer moved to accept the Minnehaha transportation contract for ELA daily and field trip service, but reserve the option for another company to provide for Circle Sites field trips. Ms. Anthony-Wigle seconded. Passed with Ms. Spaulding abstaining.**

## XII. ADJOURNMENT

The next Board meeting will be held August 18 at Unity at 10 AM. It will be a Regular Meeting.

**Mr. White moved to adjourn the meeting. Mr. Farah seconded. Passed.**

Meeting adjourned at 4:35 PM.

Submitted by Stephen C. Bosacker