

**MNIC UTEC Campus  
1313 Fifth Street SE Room 310  
Minneapolis, Minnesota 55414**

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**Minutes**

EMERGENCY MEETING OF THE BOARD OF EDUCATION

Wednesday, July 25, 2007

3:00 p.m.

Members in attendance: Abdighani Ali, Betsy Gedatus-Garcia, Becky Gutierrez, Michael Lopez, Vin McMahon, Ron White, Mary Ander (Arrived early in lease discussion). Absent: Abdirahman Egeh, Kassim Mohammed

Ex officio and others: Kevin Byrne, Idris Mohamed, Steven Oates; Others: Idris Dira, Gertrude Hoskins, Melissa Kappenman, Judy Hawkins; Susan Airhart & Stephen Bosacker of Designs for Learning, Jeff Dufresne (arrived middle of lease discussion). (After the lease discussion Idris Dira, Jeff Dufresne and Steve Oates left.)

Note: The following items were distributed at the meeting: Revised Agenda, Minutes from June 28, 2007 Board Meeting; Proposal to lease 300 Industrial Blvd., Kitchen equipment request proposal for 300 Industrial Blvd. site. All votes were unanimous unless otherwise stated.

- I. ROLL CALL – Ron White called the meeting to order at 3:10 PM. Board members and visitors were introduced.
- II. APPROVAL OF THE AGENDA – The lease item for Shiloh Temple site was withdrawn and an Other Business item was added. **Mr. McMahon moved approval of the agenda as amended; seconded by Ms. Gedatus-Garcia; carried.**
- III. APPROVAL OF MINUTES FOR THE June 28<sup>th</sup> BOARD MEETING – **Mr. McMahon moved approval of the Minutes; seconded by Mr. Ali; carried.** Request made to get Minutes out much sooner after Board meetings.
- IV. LEASE – Mr. Byrne presented a Proposal to Lease Crawford School Building (300 Industrial Blvd., Minneapolis, MN) from the Owners, represented by Jason Simek (Welsh Commercial Real Estate Services) (see proposal handout). Mr. Byrne would like authorization to create and sign a favorable lease for MNIC for this space.

At MNIC's current space, ELA at the MTS site must be vacated by the end of the school year. The landlord is seeking access to this space now. MNIC staff toured the proposed new site, vacated by Minneapolis School District (Crawford site). The space is 32,000 SF, with another 32,000 SF in the basement, leased to another tenant, a limousine/ hearse sales company. The tenant in the basement has a right of first refusal in an option to buy. The proposal has 3 term options (10, 15 and 20 years) and the owners are open to sell the property to MICCS. The facility has E-occupancy, passed fire marshal inspection in 2004 and the MDE was alerted to this new site option.

Busing is essential to get students to this site. This location is more central to different ELL populations than previously realized. Discussion about how to get East African students to the new location. This facility can accommodate potentially 320 students. Costs to MNIC to operate this site will be roughly \$13,000 more a year compared to MTS ELA site. Bus and transportation budget implications were discussed. Ms. Airhart will provide analysis of bus/transportation costs. The owners will provide money for improvements.

Ms. Kappenman presented an option ("Kitchen equipment request proposal for 300 Industrial Blvd. site") to operate the food service from 300 Ind. Blvd. Total costs to set up would be about \$7000 less than at Unity House. The Kitchen seems ready to receive the necessary equipment.

Mr. Byrne proposed a 10 year lease with two (2) 5-year renewal options. Ask for 2<sup>nd</sup> option to purchase. Have improvements made (list to be developed).

**Ms. Gutierrez moved to authorize Kevin Byrne to pursue Option C (for 10 years) of the proposal and to negotiate the leasing of 300 Industrial Blvd., Minneapolis, with the option of two (2) 5-year renewals, the 2<sup>nd</sup> right of refusal to purchase, and improvements for the school's needs. Any changes from these conditions must be favorable for MNIC. Ms. Gedatus-Garcia seconded. Carried.**

V. RESOLUTION TO TRANSFER \$5,000 TO MICCS FOR PLANNING – **Ms. Ander moved to transfer \$1000 to the MICCS bank account to develop a business plan; Mr. Lopez seconded; carried.** Only \$1000 is needed for this plan.

VI. OTHER BUSINESS

1. Mr. Lopez requested a time for the MNIC board to visit a house construction site that Tree Trust and UTEC program students are building. About 24 students are involved. Tree Trust provides construction oversight, training and motivates students to attend, learn and work with people. Urban Works is also partnered with MNIC to help these students. Mr. Lopez will be at 1314 15<sup>th</sup> St. N, Minneapolis on August 2<sup>nd</sup> to do this tour.
2. Mr. McMahan proposed that 1) MNIC should adopt St. Paul Schools' pay scale with tracks and lanes starting August 1, 2007 and 2) A subcommittee should be formed under Finances committee to investigate benefits for all employees. Mr. Byrne responded that this should be brought to the soon-to-be-formed Human Resources (HR) Committee. Discussion focused on making MNIC teaching positions more competitive. Exit interviews were requested for all staff who leave MNIC. Mr. White proposed creating the HR Committee to start working on this. Any change in policy can be applied retroactively for staff salaries.

Mr. McMahan withdrew his motion (as previously proposed). **By Consensus the Board formed an HR Committee to investigate Mr. McMahan's staff pay scale interests and other HR concerns.** HR Committee members will be: Mr. McMahan, Mr. Lopez, Kimberly Paduveris (Designs for Learning) and Mr. Byrne. Ms. Gedatus-Garcia is interested in the evaluation part of the HR concerns. Mr. White asked that this group present a short report to the Strategic Planning group on August 20<sup>th</sup>. Mr. White will send out a list of committees and ask for people to volunteer for this.

3. Ms. Gutierrez asked that the school start recruiting other student populations now for ELA. To do this the school needs to pay persons to do the work.

VII. TRAINING - Ms. Airhart presented training on how the enrollment process works to yield income for the school. The school has borrowed another \$50,000 to cover for short income this month and next. This money will be paid back in October.

VIII. ADJOURNMENT – Ms. Gutierrez moved to adjourn at 5:10 PM, Mr. Lopez seconded. Carried

Respectfully submitted by Stephen Bosacker.