

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

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## **Agenda**

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, August 23, 2007

3:10 p.m.

Members in attendance: Ron White, Abdirahman Egeh, Kassim Mohammed, Betsy Gedatus-Garcia (Left meeting during B.2.b.), Becky Gutierrez, Michael Lopez, Vin McMahan, Abdighani Ali. Tardy: Mary Ander (Arrived early in Item B.3.b.)

Ex officio and others: Ex officio: Kevin Byrne, Steven Oates, Antonio Cardona (Pillsbury); Others: Susan Natala, Susan Airhart & Stephen Bosacker of Designs for Learning, Idris Mohamed arrived during B.2.

Note: The following items were distributed at the meeting: Agenda, Minutes from July 25, 2007 Board Meeting; July 2007 Financial Statement, Lease for 300 Industrial Blvd., Lease for Shiloh Temple, Board Meeting Calendar. All votes were unanimous unless otherwise stated.

I. ROLL CALL

II. APPROVAL OF THE AGENDA

Kevin proposed to drop Graduation/Diploma Approvals, Approval of Jeff Dufrense's donation, and the UTEC Lease revision because these items are not available for discussion. Mr. McMahan moved to approve the agenda as amended. Ms. Gutierrez seconded. Carried

III. APPROVAL OF MINUTES FOR THE July 25<sup>th</sup> EMERGENCY BOARD MEETING

No corrections offered. Mr. McMahan moved to approve the minutes as delivered. Mr. Ali seconded. Carried.

IV. Data report (Susan Natala)

The current ADMs for 2006-2007 school year are 426.71. This was after the August 18 submission. The Error Report had a few small changes. Anticipate between 420 and 430 ADMs for a final count. The budget was based on 390 ADMs.

A. CONSENT AGENDA:

HR issues, various building issues

1. Hires and Terminations for MNIC staff included. (List not presented as it was not delivered to the meeting.)
2. Recommendation from the HR Committee to accept the St. Paul Public Schools contract as a guideline for developing compensation plans for MNIC teachers. Temporarily this will stop any changes in teacher status/pay until the HR Committee compensation study is fully completed. After the school has determined financial implications of this guideline adjustments will be made to the compensation plan. The committee will focus on teachers compensation first; later it will focus on other staff. Discussion focused on how this is only

a guide or guideline; concern was expressed that support staff compensation be addressed soon. Concern about how raises would be accomplished since the Board has discussed both a 2% raise and the St. Paul Public Schools guideline; both approaches will be examined. The support staff issues will be addressed promptly, which will include looking at the St. Paul Public Schools guideline for support staff. Teachers who have had a change in their education levels must communicate this change and document it. The HR Committee will bring a recommendation to the Board next Board Meeting. Request that HR Service person be available 1 hour a month on site at ELA.

Mr. McMahon moved to approve the consent agenda which covers the New Hires and Terminations report and the HR Committee recommendation to accept the St. Paul Public Schools 2006-2007 compensation plan as a guideline for MNIC staff compensation plan. Ms. Gedatus-Garcia Seconded. Approved.

## B. REGULAR AGENDA

### 1. EXECUTIVE DIRECTOR'S REPORT (KEVIN BYRNE)

#### a. General progress report

Kevin recounted the challenges of negotiating the lease for the new ELA Site (300 Industrial Blvd).

MNIC will retain a few rooms at MTS site where students who come in will have access to computer workstations. The Machinist program will continue there. Access will be under the MNIC sign at the front of the building. The former MTS site for MNIC will be called MNIC Tech Center.

#### b. Student enrollment update

NA

#### c. Staffing update

Via the HR Committee – no available

#### d. Board Calendar

Passed out. (DOCUMENT) Next Board meeting Oct. 4, then 1<sup>st</sup> Thursday of Month. Ms. Gutierrez moved to approve the Board meeting calendar. Ms. Gedatus-Garcia seconded. Carried.

### 2. FINANCE (KEVIN BYRNE)

#### a. Receipts and disbursements (Susan Airhart)

b. Susan commented that July income and expenses are quite small. Anyone with questions may email Susan. There is nothing significant to report. Susan is preparing for MNIC audit, which will start in September. (Ms. Gedatus-Garcia left meeting)

c. Idris Mohammed and Mr. McMahon volunteered for Finance Committee. Request for Transportation finances report – which is done – to be distributed. This will be studied by the Finance Committee. Each Board member filled out conflict of interest statement for audit.

### 3. SPACE UPDATES, CONTRACTS, BIDS AND LEASES (KEVIN BYRNE and MARY ANDER)

- a. Transportation and cleaning bid results
  - i. The Bus RFP was structured for the new ELA site. RFP sent out to many providers. Only one response by Minnehaha Transportation for \$229,000. This proposal focuses on ELA bussing plus an express route between Brooklyn Center Transportation center and Unity House/Shiloh Temple site. Kevin requested provisional authorization to get started. There are no other applicants, even though many companies were notified. The company will be flexible on routes. Other schools are contracting with this company. Final ratification will be October 4.. Mr. Egeh moved to approve this contract provisionally. Michael seconded. Carried.
  - ii. Cleaning Bid. Kevin recommended that this proposal be rejected and have it be redone. It is not a good proposal and is too expensive.. No other bids were submitted, though many providers were notified of the opportunity. He recommends MNIC continue with the current provider until the next Board Meeting. At that meeting the Board will examine a new bid. Michael moved to reject the bid for cleaning services, request a new bid from the bidder in line with market prices and continue with the current cleaning services provider. Ms. Gutierrez seconded. Carried.
- b. Lease for 300 Industrial Blvd
 

Kevin requested the Board to ratify the lease between Francis Family LLP and MICCS Building Company.

Mr. McMahan moved to ratify the lease between Francis Family LLP and MICCS Building Company. Michael seconded. Discussion: Question about how the transactions work for MICCS and MNIC. MTS has released MNIC from MTS site. Minneapolis District broke the lease with Francis Family LLP for this site, releasing Francis Family LLP and MICCS to sign the new lease. The Fire Marshal inspected the site and only a few changes are required to fully satisfy requirements. There is no change in ownership and no changes required for school occupancy. Question about how summer school will be accomplished next year. No clear answers yet. Carried.
- c. Lease for Shiloh Temple (Mary Ander arrived) (Susan Natala Left)
 

Site on West Broadway Ave and Emerson Ave. Will provide on-site childcare. Michael moved. Mr. Egeh seconded. Carried.

#### 4. OTHER BUSINESS

- a. Ms. Gutierrez recommended all Board members visit all MNIC sites during classes so all Board members are informed. Kevin suggested each month one program give an update to the Board. Michael would like to reschedule Board members to visit the house construction site as proposed last meeting. Ron suggested some kind of staff job shadowing between programs.
- b. Set up times for Board training perhaps late September. Do not combine Board training with Board meetings. Ms. Gutierrez may have to leave early from Board Meetings for a regular commitment. Board training will be on September 18, 2007 at 3 PM at (the new) ELA.
- c. Final Committee to form is the Visioning Committee, which will deal with strategic planning. Mr. Egeh volunteered for the Visioning committee. Idris Mohammed also volunteered. Mr. McMahan suggested that this raw strategic plan (developed this week) be refined by the Visioning Committee. Kassim volunteered to the Visioning Committee.

- d. HR Committee meets 3 PM after school on September 17<sup>th</sup>. Question about MNIC benefits data analysis timing. For the HR and Finance committees to effectively analyze the HR proposal 3 meetings are necessary. One by HR Committee, the next by Finance to determine financial feasibility, the third by HR Committee to resolve any challenges posed.
- e. Finance Committee meeting is September 25 at 3 PM to process HR Committee recommendation

C. ADJOURNMENT

Mr. Egeh moved to adjourn 4:31 PM. Michael seconded. Carried.

Respectfully submitted by Stephen Bosacker.