



*PREPARATION UNDERSTANDING GOVERNANCE*

*RESPONSIBILITY INVOLVEMENT*

*ACCOUNTABILITY HUMILITY*

*SERVICE*

## *HS Board Meeting Minutes*

Tuesday, June 18, 2024, 6:00 P.M.

Hennepin Schools

1001 East 46th Street, Mpls., MN 55407

**HS MISSION:** To develop students who are Confident Learners, Cross-Cultural Navigators, and Caring Community Builders and to provide all students with the knowledge, skills and character to graduate from high school and the confidence to continue on and successfully complete their post-secondary education.

**HS BOARD EXPECTATIONS:** Be respectful of time. Be open to communication. Be transparent to students and families. Make intentional changes. Set time limits. Be prepared.

### **HS BOARD 23-24 BOARD GOALS:**

#### **Confident Learners:**

- Commit to high academic expectations and improve academic achievement by at least 10 percentage points overall on all three MCA assessments by centering on Data Driven Instruction
  - 10% increase in MCA Reading from 28% to 38% for each grade level tested
  - 10% increase in MCA Mathematics from 17% to 27% for each grade level tested
  - 10% increase in MCA Science from 9% to 19% for each grade level tested
- School directors will report on academic achievement and growth via formal curriculum reports on the NWEA, Aimsweb, and MCA IIIs twice a year.

#### **Caring Community Builders:**

- Ensure School's financial stability through recent vendor transition, including maintaining a 25% fund balance the entire year.

#### **Cross Cultural Navigators:**

- Evaluate the relationships of the School with staff and with families using the Insight surveys in January (staff) and May (families).
- Evaluate the relationships of the School with the broader community through anecdotal information reported at the board level.

Public Zoom Webinar Link: <https://us06web.zoom.us/j/88915583092>



## **CALL TO ORDER/ROLL CALL**

6:08 p.m.

- Dr. Charlayne Myers
- John Slavik
- Mahdi Nur
- Christina Lacina
- Khalid Omar (6:11) via Zoom from the Nomadic Cafe, 1701 American Blvd E suite 15, Bloomington, MN 55425

Absent:

- Ms. Kaltun Abdi

## **OTHER ATTENDEES**

- Dr. Julie Henderson, HS Executive Director
- Shannon Benalshaikh, USFAAF representative
- Yusuf Mohamed, HS Operations Director

## **APPROVAL OF MEETING AGENDA – 5 Minutes**

Motion to accept the June 18, 2024 Board Agenda

- Dr. Henderson wants to add the Literacy Plan under the Executive Director Report.
- Motion by, Ms. Lacina second by Mr. Nur - motion passed

## **REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES – 10 Minutes**

Motion to approve the regular board meeting minutes of May 21, 2024

- Motion by, Mr. Nur seconded by Mr. Slavik - motion passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

## **NEW BUSINESS– 20 minutes**

Present revised by-laws that align to state statutes

motion to Approve 2024 ByLaws

- Dr. Henderson reviewed the changes that were driven by the state legislature.
  - Art. II Sect. 2: “no-clear majority” and Teacher Requirements
  - Art. III Sect. 2B - Tenure Directors shall serve for (3) year terms up to XX terms.
    - 5 terms total
      - Discussion about changing it to years instead of terms.
    - Officers may serve for a total of XX terms combined (over the course of five terms total). (15 years)
      - 3 of 5 terms can be served as an officer.



- Board discussed changing to 15 years for both tenure of directors and officers.
- Art. III Sect. 3D. Training Requirement for new board members. Added more training requirements and expedited the deadlines.
  - Dr. Myers suggested doing some training during a board meeting.
- Art. III Sect 5D. - Location of the director needs to be open and accessible to the public.
- Art. III Sec. 6B Resignation is effective immediately and can be done orally if written by the President or Secretary.
- Art. IV Sec. 2 - Officer shall serve XX years. (15 years max)
- Art. IV Sec. 3 - Officer resignation will follow the same as director resignation.
- 
- Motion to approved the revised bylaws by Mr. Nur seconded by Ms. Lacina - motion passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

#### Summer School and Sports Program Updates

- Ms. Lacina reported
  - 90 students for the academic piece.
  - Staff is full
  - Transportation is resolved, still working on routes.
  - 9-1 academic part, 1-3 sports program

#### Report on Academic Achievement and Growth

- Dr. Henderson shared the data regarding Goals
- MCA Math from 17-36% (met)
- MCA Science from 9-21% (met)
- 80% parents said school is safe (did not meet—goal was 90%)
- MCA reading from 28-33% (partially meets)
- NWEA shout outs for 65%
- Literacy Leadership Team will be developed

#### Report on Insight Survey Data for families, Board Goal

- Dr. Henderson shared the results
  - 9 domains
    - 90 of 220 families
    - Higher than national average in all

#### Motion to approve two new board policies: Late born Kindergarten entrance policy and Petty cash policy

- Mr. Yusuf Mohamed reported the proposed policy.
  - If 5 by Sept. 1st are eligible without assessment
  - If 5 by Sept. 30th eligible with assessment. (only after all eligible Sept. 1st student's)



- Out of State policy stating that Hennepin will not admit students who are residents of another state.
- What is the “cut score” to determine eligibility? Staff will use the previous SEL and pre-academic cut scores to determine entrance
- Petty Cash Fund Policy:
  - \$500.00 total will be available. Max \$100.00 reimbursement per staff with proof of purchase.
  - Shannon suggested having the original receipt.
- Motion to approve the Late Born policy: Motion by, Mr. Omar seconded by Mr. Nur - motion passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)
- Motion to approve the petty cash policy: Motion by, Mr. Omar seconded by Ms. Lacina - motion passed (with addition of having the original receipt) (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

#### **OLD BUSINESS**– 15 minutes

Motion to approve the 2024-2027 Friends of Education contract

- Dr. Henderson reviewed the Academic Outcomes/Goals
  - Goal 1: State Assessment Tests (50% weight)
    - Math 43%
    - Reading 40.7% or 12% points less than state
  - Goal 2: Nationally-Normed Assessment (25% weight)
    - 51% will exceed national average
  - Goal 3: Ready for School (15% weight)
    - 80% will identify all 26 upper and lower case letters.
    - 80% will be able to count to 30
  - Goal 4: School Culture (10% weight)
    - Higher rate of consistent attendance (90% of the student days enrolled)
- Motion by, Mr. Slavik seconded by Mr. Nur - motion passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

#### **FINANCE REPORT**– 20 Minutes, *Julie Henderson, Shannon Benalshaikh, USFAAF*

Review May Finance Reports

- Ms. Benalshaikh reviewed
  - 3,345,686.17 Cash Balance
  - 460ADM budgeted
  - Actual 442.84
  - Actual WADM 461.91
  - Fund 01
    - Total Rev. Rec. 6,936,938.60 - 80%
    - Total Exp. 7,627,550.04 - 85%



- Fund 02
  - Total Rev. Rec. 301,602.36 - 50%
  - Total Exp. 437,224.22 - 72%
- Revenues:
  - Total State Rev. Actual YTD = \$6,201,270.13 - 83%
  - Total Fed. Rev. Actual YTD = \$607,340.96 - 66%
  - Total Local Rev. Actual YTD = \$128,327.51 - 219%
- Expenditures:
  - Total Administrative YTD = \$1,316,700 - 92%
  - Total Elem. Ed. YTD = \$1,806,603.49 - 83%
  - Total Secondary YTD = \$537,592.85
- Transportation:
  - Total = \$717,026.49 - 80%
- Food Service:
  - Total Rev. = \$301,602.36 - 50%
  - Total Exp. = \$437,224.22 = 72%
- Ending Fund Balance (\$826,233.30) = -11%
- Total Assets = \$3,355,327.45
- Total Liabilities = \$151,408.09
- Total Liabilities, Equity, & Fund Balance = \$3,355,327.45
- Audited Fund Balance 6/30/23 = 32.8%
- Estimated change = .80%
- Estimated Fund Balance 6/30/24 = 33.6%

Motion to accept May bills paid

- Motion made by, Mr. Omar Seconded by Mr. Slavik - Motion Passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

Motion to accept any deposited checks - None

## **UPDATE ON ORGANIZATIONAL MATTERS – 10 minutes**

Individual Board Member Reports

- Dr. Myers attended Culture Day, Thanked Ms. Abdi for representing the board at 8th grade graduation

Board Member Committee Reports - None

Executive Committee Report - Did not meet

Finance Committee Report

Met to update the budget, May 30th

Review changes to the proposed revised FY24 Budget

- Motion to approve the Revised FY24 Budget by, Mr. Nur seconded by Mr. Omar - motion passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

Review 2nd Board Goal



- Fund Balance of 33%

**PUBLIC COMMENT**– 10 Minutes, *members of the public\*\**

**EXECUTIVE DIRECTOR REPORT** – 15 Minutes, *Julie Henderson*

- Motion to accept the 23-24 QComp Report by, Ms. Lacina seconded by Mr. Nur - Motion Passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)
  - Dr. Henderson Reviewed
    - 32k in bonuses
    - Kim Knutilla put together the annual report
- Motion to accept the FY25 Local Literacy Plan by, Ms. Lacina seconded by Mr. Nur - Motion Passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)
  - Dr. Henderson reviewed the literacy goals and the plan

### **MOTION TO ADJOURN**

Motion to adjourn 8:22 pm

- Motion to adjourn by, Mr. Nur Seconded by Ms. Lacina - Motion Passed (Dr. Charlayne Myers, yay; John Slavik, yay; Mahdi Nur, yay; Christina Lacina, yay; Khalid Omar, yay)

### **Upcoming Events:**

*June 18, HS Board Meeting, 6 pm HS Conference Room*

*June 19, Juneteenth, No School*

*July 8-26, HS Summer School and Sports Program*



## 2023-24 Hennepin Schools Ongoing Board Training Topics

November 2023 Hennepin Schools' School Insurance Package Presentation  
March 2024 Hennepin Schools' Expansion Overview

## 2023-24 Hennepin Schools School Board Meetings

August 15, 2023  
September 19, 2023  
October 17, 2023  
November 21, 2023  
December 19, 2023  
January 16, 2024  
February 20, 2024  
March 19, 2024  
April 16, 2024  
May 21, 2024  
June 18, 2024  
\*No meeting in July

**Location:** All meetings will take place at 6:00 pm at the HS Conference Room, Room 141, at 1001 E. 46th Street, Minneapolis, MN., 55407

**Time:** 6:00 pm

This meeting schedule was approved by the HS Board on August 15, 2023

\*The board meets on the third Tuesday of each month, except those months marked with an asterisk (\*)

**\*\*Public Comment Procedure:** Please email the HS Board President/Chair at [publiccomment@hennepinschools.org](mailto:publiccomment@hennepinschools.org) *at least 24 hours prior to the regularly scheduled board meeting*, to request a 2 minute slot during the Public Comment section of the board meeting. Spaces are limited, and it is first come first serve.