

Cedar Riverside Community School  
1610 South 6<sup>th</sup> Street, Suite 100  
Minneapolis, MN 55454  
Phone 612-339-5767  
Fax 612-339-2951

Minutes  
Board of Directors Meeting  
June 2, 2015

Attendees: K. Mandt, S. Berven, J. Weber, B. Hamlin, Walt Stull

- I. Call to Order: S. Berven called the meeting to order at 4:03pm.
- II. Approval of the Agenda
  - A. Add to the agenda:
    - i. Employee Resignation
    - ii. Offer for Executive Director position
    - iii. Executive Director salary range
    - iv. Lease aid application
  - B. J. Weber motions to approve the agenda with flexibility.
  - C. B. Hamlin seconds.
  - D. Motion passes.
- III. Approval of the Minutes:
  - A. J. Weber motions to approve the minutes from May 6, 2015.
  - B. B. Hamlin seconds.
  - C. Motion passes.
- IV. Board Updates
  - A. Summer board retreat
    - i. A board retreat is set for Friday, July 10 at 9:00am at Jennifer Weber's house.
  - B. Board Training
    - i. Board members are reminded that they need to keep up to date in their required board trainings.
  - C. Attendance
    - i. Attendance at board meetings is very important for board members. As per CRCS policy No 9.10, if a member misses 2 or more meetings, the board may vote to remove them.

- ii. Community member Mohamed Farah has missed 3 meetings and has not been in contact with the board.
  - iii. B. Hamlin motions to dismiss Mohamed Farah from the board.
  - iv. K. Mandt seconds.
  - v. Motion passes.
  - vi. Other board members are having attendance issues, which will need to be addressed at future meetings.
- V. Committee reports:
  - A. Mission Committee (S. Berven & J. Weber).
    - i. A parent meeting and a staff meeting have been held to gather input about the school's mission.
    - ii. Further discussion will take place at future board meetings.
  - B. PTO Policy Committee (K. Mandt and J. Weber)
    - i. Tabled
  - C. Executive Director Selection Committee (S. Berven and J. Weber)
    - i. See New Business, item L.
- VI. Director's Report
  - A. School Update
  - B. Work Plan
- VII. Old Business
  - A. Vacant board officer position—Vice Chair
    - i. Tabled
- VIII. New Business
  - A. Monthly financial report
    - i. We continue to lose money in the food service fund, but we are not losing as much as previous months.
    - ii. Expenditures exceed revenues by approximately \$95,000.
    - iii. Current enrollment is 137.
    - iv. The fund balance is at 17% according to the working budget.
    - v. B. Hamlin motions to approve the April financials.
    - vi. S. Berven seconds.
    - vii. Motion passes.
  - B. Done Right Foods contract
    - i. W. Stull proposes a contract for the 2015-16 school year for breakfast service with Done Right Foods.
    - ii. J. Weber motions to approve the contract with Done Right Foods for breakfast.
    - iii. B. Hamlin seconds.
    - iv. Motion passes.
  - C. TST contract.
    - i. W. Stull proposes a contract with TST for school lunches for the 2015-16 school year.
    - ii. S. Berven motions to accept the contract.
    - iii. J. Weber seconds.

- iv. Motion passes.
- D. A Chance to Grow
  - i. W. Stull proposes a contract with A Chance to Grow to provide Occupation Therapy services.
  - ii. B. Hamlin motions to approve the contract.
  - iii. J. Weber seconds.
  - iv. Motion passes.
- E. Health Insurance Plan renewal
  - i. There is an increase of 1.1% in our health insurance plan, paid by the school.
  - ii. There is an increase in the out-of-pocket maximum to be paid by the employee of 1.1%.
  - iii. K. Mandt motions to accept the health insurance plan renewal beginning Dec. 1, 2015.
  - iv. B. Hamlin seconds.
  - v. Motion passes.
- F. MACS policy/membership renewal
  - i. J. Weber motions to continue the MACS membership and accept their policy.
  - ii. B. Hamlin seconds.
  - iii. Motion passes.
- G. After-school activities coordinator position
  - i. W. Stull proposes the creation of an after-school activities coordinator position.
  - ii. W. Stull recommends Jennifer Weber for this position for the 2015-16 school year.
  - iii. Add to the proposed job description: "Chairs the after-school activities committee."
  - iv. K. Mandt motions to accept the creation of the new position of after-school activities coordinator.
  - v. S. Berven seconds.
  - vi. Motion passes with J. Weber abstaining due to conflict of interest.
  - vii. K. Mandt motions to accept the offer letter made to Jennifer Weber for \$5,000 for the after-school activities coordinator.
  - viii. B. Hamlin seconds.
  - ix. Motion passes with J. Weber abstaining due to conflict of interest.
- H. Recruitment position
  - i. W. Stull proposes the creation of a new position for Community Outreach and Recruiter, for 8 weeks during the summer of 2015.
  - ii. W. Stull recommends Ayan Jama for the position.
  - iii. J. Weber motions to approve the creation of the Community Outreach and Recruiter position for Summer 2015.
  - iv. S. Berven seconds.
  - v. Motion passes.

- vi. K. Mandt motions to accept the offer letter made to Ayan Jama for \$2500 with recruitment bonuses as stated in the offer letter.
- vii. J. Weber seconds.
- viii. Motion passes.

I. Tablet expense

- i. T-Mobile was not willing to negotiate the price for services.
- ii. Our contract with T-Mobile ends on June 30, 2015 and we are not renewing with them. Therefore, they will be coming to pick up the tablets on June 30.
- iii. W. Stull requests \$21, 600, which is the equivalent amount of what was already budgeted for T-Mobile, to spend on replacing the tablets.
- iv. J. Weber motions to approve the request for \$21,600 based on the budget, to be spent on tablets with either Android or Apple-based platforms, in order to provide more educational apps.
- v. B. Hamlin seconds.
- vi. Motion passes.

J. Offer Letters

- i. K. Mandt motions to accept all offer letters proposed by W. Stull.
- ii. S. Berven seconds.
- iii. Motion passes.

K. Lease Aid

- i. Board Members present signed the Lease Aid certification form.

L. Executive Director Offer

- i. The interview committee recommends to the selection committee, who recommends to the Board of Directors, to offer the position of Executive Director to Randy Vetsch.
- ii. K. Mandt motions to accept the recommendation.
- iii. B. Hamlin seconds.
- iv. Motion passes.
- v. J. Weber motions to authorize Sonja Berven to offer the position to Randy Vetsch and to negotiate his salary within the guidelines set for her by the board.
- vi. B. Hamlin seconds.
- vii. Motion passes.

K. Mandt motions to extend the board meeting until 6:30.

J. Weber seconds.

Motion passes.

M. Resignation

- i. Carly Peterson submitted her letter of resignation.
- ii. B. Hamlin motions to accept Carly Peterson's letter of resignation.
- iii. J. Weber seconds.
- iv. Motion passes.

N. Resolution

- i. The present board members signed a resolution thanking Walter Stull for his service as Executive Director.
- ii. J. Weber approves the resolution.
- iii. B. Hamlin seconds.
- iv. Motion passes.

IX. Public Comment Time

- A. A letter from Marlene Jangula was read to the board.

X. Adjourned:

- A. Next board meeting is the Board Retreat at Jennifer Weber's house on Friday, July 10 at 9:00am.
- B. B. Hamlin motions to adjourn the meeting at 6:27.
- C. J. Weber seconds.
- D. Motion passes.



