

Cedar Riverside Community School
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Minutes
Board of Directors Meeting
April 8, 2014

Attendees: Kristen Mandt, Sonja Bervin, Becky Hamlin, Kara Gaffy, Walt Stull, Jennifer Weber, Abdirahman Alishire, Anaji Shuna

I. Call to Order: S. Berven called the meeting to order at 4:03

II. Approval of the Agenda

- A. J. Weber motions to accept the agenda with flexibility.
- B. B. Hamlin Seconds
- C. Motion passes.

III. Approval of the Minutes:

- A. J. Weber makes a motion to accept the minutes with the following noted changes.
 - i. B. Hamlin was not present.
 - ii. The meeting adjourned at 6:38, not 7:38.
 - iii. There was a second extension of the meeting. S. Berven motioned to extend the meeting. A. Shuna seconded. Motion passed.
- B. B. Hamline seconds
- C. Motion carries

IV. Board Update

- A. Policy governance discussion is tabled to a later date.

V. Committee reports:

- A. Mission Committee (S. Berven).
 - i. J. Weber and S. Berven will put together a staff survey
 - ii. J. Weber and S. Berven will come to the May board meeting with an action plan, including a time line.
- B. PTO Policy Committee (K. Mandt and J. Weber)
 - i. J. Weber and K. Mandt reviewed the proposed PTO donation policy.
 - ii. Further discussion is needed and will take place at the next meeting.
- C. Executive Director Selection Committee (S. Berven and J. Weber)
 - i. See below, VIII F, G, and H.
 - ii. J. Weber motions to approve the reference check questions as presented.

- iii. B. Hamlin seconds.
- iv. Motion passes.

VI. Director's Report

- A. See handout.

VII. Old Business

- A. Policy 5.5 update
 - i. Proposed change is to remove the requirement for the employer to give the employee 30 days' notice for termination.
 - ii. B. Hamlin motions to accept the proposed change.
 - iii. J. Weber seconds the motion.
 - iv. Motion passes

VIII. New Business

- A. Monthly financial report for February 2015
 - i. Preschool and food service programs are running at a loss.
 - ii. General fund has a projected loss of \$3600.
 - iii. We will renew our line of credit with Venture Bank for another year.
 - iv. K. Mandt motions to accept the financial report for February, 2015
 - v. B. Hamlin seconds the motion.
 - vi. Motion passes.
- B. SY 15-16 Budget
 - i. K. Gaffy presented several budget proposals for the 2015-16 school year based on different enrollment projections.
 - ii. The proposed budgets are deficit budgets, with fund balances less than 20%.
 - iii. Suggestions were made to improve the finances for next year.
 - iv. Other budgets will be proposed at the next board meeting.
- C. SY 15-16 Transportation
 - i. We are currently paying for 2 busses. Is it possible to eliminate a bus, and run only one bus?
 - ii. Mr. Stull will investigate alternatives for one of the bus routes.
- D. T-Mobile contract
 - i. The T-Mobile contract is expensive. E-rate was paying for it this year, but E-rate will not be paying for it next year.
 - ii. Mr. Stull will look into getting out of the contract.
- E. Extra-curricular compensation and programming
 - i. "Sports of all Sorts" is a popular after-school program. Last year, a grant paid for the staffing. This year, the staffing is on a volunteer basis. Mr. Stull would like to compensate afterschool program staff for next year.
 - ii. There are other afterschool programs being offered as well, also on a volunteer basis.
 - iii. Mr. Stull will propose a budget at next month's meeting to fund staffing for afterschool programs.
- F. Recommendation for Executive Director hire
 - i. The selection committee recommends Usman Hussain for the executive director position.
 - ii. B. Hamlin motions to offer the executive director position to Usman Hussain.
 - iii. K. Mandt seconds the motion.

- iv. Motion passes
- G. Executive Director job description
 - i. A description of the executive director's job will continue to be worked on.
- H. Executive Director compensation and negotiation plan
 - i. J. Weber motions for the board to authorize Sonja Berven to offer Usman Hussain the Executive Director position and negotiate his salary within the guidelines set for her.
 - ii. B. Hamlin seconds the motion.
 - iii. Motion Passes.
 - iv. K. Mandt motions that if Usman Hussain declines our offer, the selection committee shall restart the recruitment and hiring process.
 - v. J. Weber seconds the motion.
 - vi. Motion passes.
- I. Recommendation for Mr. Stull's work plan
 - i. See attached
 - ii. B. Hamlin motions to approve Mr. Stull's work plan.
 - iii. J. Weber seconds the motion.
 - iv. Motion passes.
- J. MDE secure websites user access authorization
 - i. J. Weber motions The Board of Directors of Cedar Riverside Community School gives Walter J. Stull the authority to authorize user access to MDE secure websites for your local education agency.
 - ii. S. Berven seconds the motion.
 - iii. Motion passes.

At 7:00 J. Weber motions to extend the meeting until 7:15. B. Hamlin seconds the motion. Motion passes.

- K. Elect Board officer—vice chair
 - i. This item is tabled until a later meeting.

- IX. Public Comment Time
 - A. No public are present.

- X. Adjourned:
 - A. J. Weber motions to adjourn the meeting at 7:22.
 - B. A. Shuna seconds the motion.
 - C. Motion passes.

The next board meeting is on Wednesday, May 6 at 4:00.

