

Cedar Riverside Community School
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Minutes
Board of Directors' Meeting
July 12th, 2017

Board Members in Attendance: Sonja Berven, Jennifer Weber, Malcolm Currie, Anne Weber, Nichole Buehler

Board Members Absent: none

Others in Attendance: Randy Vetsch, Kara Schneeberger (BKDA)

Others Absent: none

Call to Order

- A. S Berven called the meeting to order at 4:30 pm
- II. Reading of the Vision, Mission, & Values Statement
- III. Approval of the Agenda
 - A. J Weber motions to approve the agenda with the addition of the recommendation for hire of Jennifer Weber as Community Partnership Coordinator & the recommendation for the new auditor under new business and with flexibility
 - B. M Currie seconds
 - C. Motion passes unanimously
- IV. Consent Agenda
 - A. Minutes - June 14th, 2017
 - B. Minutes of Board Retreat - June 22nd, 2017
 - C. Employee Resignation - Sarah Grell
 - D. Policy 2.7 - Executive Director(Principal) Hiring, Supervision, and Evaluation DRAFT of REVISIONS
 - E. Policy 4.10 - Whistleblower DRAFT of REVISIONS
 - F. Policy 5.9.1 - Student Extra-Curricular Participation DRAFT of REVISIONS
 - G. Policy 5.3.1 - Student Educational Data
 - H. J Weber motions to approve the consent agenda
 - I. N Buehler seconds
 - J. Motion passes unanimously
- V. Board Updates
 - A. Lease Aid application
 1. All board members signed required portions to complete application
 - B. Parent Members -
 1. Khadrah Elmi stopped by to visit the board, her work schedule does not allow her to currently serve on the CRCS Board of Directors
 2. S Berven will connect with A Jama to recruit more parents
 - C. Board documents monthly updates - attendance & training, policy review record
 1. No discussion
- VI. Committee Reports
 - A. Executive Director Evaluation Committee - S Berven, M Currie, J Weber
 1. Will bring a proposal for director's report format & topics calendar to the August meeting
 - B. Employee Exit Interview Committee

1. M Currie heading up committee
2. R Vetsch wrote questions that committee will discuss and bring back to the board

VII. Director's Report

- A. Strategic Plan - no report
- B. Authorizer Goals
 1. 8-4-2017 CRCS receives MCA scores
 2. 8-7-2017 MCA scores published in the paper
- C. Fastbridge Assessment
 1. R Vetsch has looked at the Fastbridge Assessment to replace NWEA
 2. More cost effective
 3. Reduced time @ 15-30 minutes per test resulting in reduced fatigue
 4. Results are immediately available to track students' growth
 5. Would be administered Fall-Winter-Spring in the classroom
 6. Normed based, recognized by MDE & accepted by PUC (CRCS' authorizer)
 7. Linked to MCA tests & Common Core
- D. Job descriptions
 1. R Vetsch is working on adding descriptions that weren't written and will consult with employees in those current positions to help develop and give feedback
 2. Working on consistent formatting
 3. Will bring to the August meeting
- E. Hiring updates
 1. We have a possible new sped hire
 2. Technology teacher needed - new hire resigned
 3. Behavior Specialist needed
 4. 3rd grade teacher needed
 5. Building substitute teacher needed
 6. Behavior, reading, & sped TAs needed
- F. Website
 1. CRCS' current website is compliant according to our authorizer (PUC) requirements
 2. CaDan will build a new website that will have a translate button & create connections to Facebook & Twitter
 3. The goal is to be completed by the beginning of the school year
- G. Employee handbook
 1. R Vetsch is in the process of updating the Employee Handbook - is 120 pages
 2. R Vetsch completed the Student Handbook
 3. Will need to be aligned with current CRCS policies
 4. Will bring to August meeting
- H. Employee Retreat
 1. R Vetsch suggested an employee retreat just for returning staff to discuss how we can welcome and integrate our new employees in a positive way and address climate issues
 2. Board agrees this would be a good beginning to repairing climate issues and is needed, but requests that R Vetsch commit to the entire process, makes sure there is follow-through throughout the year, and he brings in an outside expert to facilitate and mediate the process

VIII. Old Business

- A. Employee termination procedures
 - 1. S Berven discussed previously proposed suggestion with CRCS' lawyer and there is no conflict with at-will status of employment
 - 2. A Weber motions that the executive director put an employee he deems should be terminated on paid administrative leave (which isn't a disciplinary action) pending board approval
 - 3. N Buehler seconds
 - 4. Motion passes unanimously
- IX. New Business
 - A. Monthly Financial Report through June 2017
 - 1. FY 2017 finished 6-30-2017
 - 2. 185 students for approved budget
 - 3. CRCS has received some After School funding
 - 4. CRCS is doing well on financials
 - 5. Audit is set for September 13th & 14th, 2017
 - 6. M Currie motions to accept the financial report
 - 7. N Buehler seconds
 - 8. Motion passes unanimously
 - B. Employee compensation
 - 1. R Vetsch used and provided incorrect Minneapolis Public Schools (MPS) payscale at last meeting
 - 2. Numbers were updated using the correct MPS payscale
 - 3. Discussion about having the payscale we adopt reflect our values rather than blindly adopting MPS' values, more thought and work needs to be done to ensure this happens
 - 4. The board will have time to work on employee pay scale at next meeting (8-2-2017) 12:00 - 4:00pm
 - C. Substitute teacher pay rate - discuss at August 2nd meeting
 - D. Recommendation for employee hire--Jennifer Weber, Community Partnership Coordinator
 - 1. M Currie motions to accept J Weber for the new position at \$50,000 annual salary
 - 2. N Buehler seconds
 - 3. Motion passes unanimously, Jennifer Weber abstains from voting
 - E. Recommendation for new auditor - ABDO (recommended by K Schneeberger)
 - 1. N Buehler motions to accept ABDO as CRCS' new auditor
 - 2. M Currie seconds
 - 3. Motion passes unanimously
- X. Public Comment - no public comment
- XI. Adjourn Meeting
 - A. Next meeting will be on August 2nd, 2017 at 12:00 pm
 - B. J Weber motions to adjourn the meeting
 - C. N Buehler seconds
 - D. Meeting adjourned at 6:41 pm

