

Cedar Riverside Community School
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Minutes
Board of Directors' Meeting
May 10th , 2017

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

Board Members Absent: Hassan Liban

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

Others Absent: none

I. Call to Order

- a. S Berven called the meeting to order at 4:36

II. Reading of the Vision, Mission & Values of CRCS

III. Approval of the Agenda

- a. M Currie motions to accept the agenda with the addition of 2 new employee hires (new business) and with flexibility.
- b. J Weber seconds
- c. Motion passes unanimously

IV. Consent Agenda

- a. Minutes from April 12th, 2017
- b. Special Meeting Minutes - April 25th, 2017
- c. Venture Bank - renew line of credit
- d. MN Association of Charter Schools (MACS) - renew membership
- e. 2017 - 2018 Vendor contracts - Loffler, Monarch Transportation, TST Catering, CaDan Technologies
- f. Employee resignation - Sirat Bashir, Special Ed TA
- g. Employee termination
- h. Employee hire - Michelle Tengwall, 1st grade teacher - remove for discussion
- i. Employee hire - Katie Strand, 2nd grade teacher - remove for discussion
- j. Employee hire - Matthew McGuire, 5-8 Math long-term sub - remove for discussion
- k. S Berven motions to approve the Consent Agenda with the removal of the employee hires for discussion
- l. A Weber seconds
- m. Motion passes unanimously

V. Board Updates

- a. Parent members
 - Hassan Liban resigned
 - N Buehler motions to accept the resignation of Hassan Liban
 - A Weber seconds
 - Motion passes unanimously

- Ayan Jama recommended 2 parents to invite to the June board meeting
- We discussed hiring interpreters from Global Language Connections to interpret to address the language barrier for some of our parents
 - Make sure we have a contact system in place so we don't pay for interpreters if parents are unable to attend some meetings
- b. Board documents, monthly updates - attendance & training, policy review record
 - No discussion

VI. Committee Reports

- a. Executive Director Evaluation Committee - (S Berven , M Currie, & J Weber)
 - J Weber motions for a continuation of this meeting on Monday May 22nd, 2017 at 5:30 pm to discuss the data and make recommendations for the Executive Director's annual evaluation
 - M Currie seconds
 - Motion passes unanimously

VII. Director's Report

- a. Vision, Mission, & Values
 - No report
- b. Professional Growth Plan
 - No report
- c. Strategic Plan
 - The committee will meet this summer & continue to work on behavior/character education.
 - Professional development needs to be put into place by the start of the school year.
- d. Authorizer Goals
 - R Vetsch hopes to report on NWEA and ACCESS assessments In June, MCAs end of July or August
- e. Board Directives
 - Directives were not followed through
 - Employee terminated but no write up was given to the employee
 - Board did not see time logs that were requested
 - TA did her own time study, board did not see it
- f. Testing update
 - Almost done - 5th & 8th grade need to finish science MCAs
 - NWEAs are in progress
- g. Hiring Update
 - Jobs were offered to 1st grade teacher, 2nd grade teacher, EL teacher, & Technology teacher
 - Still need to hire for 5-8 math, Sped, and PreK
- h. 2017-2018 At-Will Agreements
 - R Vetsch will give to staff before the Memorial Day weekend with a 2% raise

VIII. Old Business

- a. Policy 4.1.2 - At-Will-Employment
 - At-Will agreements presented this year for signature still maintain 2-weeks written notice of termination which is a violation of CRCS written policy

- Director & Chair have discussed throughout the school year to update to be in compliance with policy
- Director did not update to comply with policy
- After discussion, M Currie motions to accept the contracts as they are
- N Buehler seconds
- Motion passes 4 yes--M Currie, J Weber, A Weber, N Buehler 1 no--S Berven

IX. New Business

- Monthly financial report through April 2017
 - The budget is in great shape - increase in leases
 - We have a working fund balance of 23.9%, funds are still coming in
 - A Weber motions to accept the finance report
 - M Currie seconds
 - Motion passes unanimously
- FY 2017 revised budget
 - A Weber motions to approve the revised budget as reported in the April financial report
 - J Weber seconds
 - Motion passes unanimously
- FY 2018 proposed budget
 - CRCS may still add new curriculum
 - Technology updates including new server switches, ports, & computer lab
 - 2% raise for staff salaries
 - M Currie motions to accept the proposed FY 18 budget
 - N Buehler seconds
 - Motion passes unanimously
- Teacher compensation
 - Discuss at continued meeting May 22, 2017
- Policy 5.4.4 - Student Discipline, revision draft
 - Discuss at continued meeting on May 22, 2017
- PUC Belief Indicator Survey
 - R Vetsch said that PUC requires us to do a survey of students
 - PUC recommends their Belief Indicator Survey
 - It's free from PUC and meets their requirements
 - J Weber motions to administer the PUC Belief Indicator Survey
 - M Currie seconds
 - Motion passes unanimously
- Closed Session: Executive Director Evaluation - continuation, see motion in section 6, committee reports
 - A Weber motions to extend the meeting by 13 minutes @ 6:46pm
 - N Buehler seconds
 - Motion passes unanimously
- 3 New Hires from Consent Agenda and addition to agenda recommendations for 2 additional hires--Ryan Moran, EL teacher and Andrew Burns, Technology teacher
 - Discussed discrepancies in salaries and use of CRCS salary schedule
 - R Vetsch and the board agreed to review & adjust employee salary schedule and adjust salaries as needed this summer

- After discussion of new hire details, J Weber motions to accept the new hires of Ryan Moran, EL teacher, Katie Strand, second grade teacher, & Matthew McGuire, long-term sub for 5-8 math teacher
- M Currie seconds
- Motion passes unanimously
- After discussion of new hire details & salary, N Buehler motions to accept the new hire of Michelle Tengwall, 1st grade teacher
- M Currie seconds
- Motion passes 4 yes--M Currie, J Weber, N Buehler, S Berven 1 no--A Weber
- Will vote on Andrew Burns after reviewing job description at continuation of meeting on May 22nd, 2017

X. Public Comment

- a. No public present

XI. Adjourn Meeting

- a. Next board meeting is set for June 14, 2017 at 4:30 pml.
- J Weber motions to adjourn
 - A Weber seconds
 - Motion passes unanimously
 - Meeting adjourned at 7:06 pm

May 22, 2017--Continuation of May 10, 2017 Board Meeting

1. S Berven called continued meeting to order at 5:32 pm
2. Teacher Compensation
 - R Vetsch suggested it may be necessary to pay more in salary to teachers licensed in high-need content areas such as math
 - Discussion of potential math candidates for 2017-2018 SY
 - Recommendation for hire of 5-8 math teacher to be brought to June board meeting
3. Policy 5.4.4--Student Discipline REVISION DRAFT
 - Lawyer recommends legal review of policy before approval
 - S Berven will send to lawyer for review and bring to June board meeting
4. CLOSED SESSION--Executive Director evaluation
 - N Buehler motions to close meeting for the purposes of evaluating the Executive Director
 - M Currie seconds
 - Motion passes unanimously
 - At 5:59 pm, J Weber motions to return to open meeting
 - N Buehler seconds
 - Motion passes unanimously
 - M Currie motions to accept the recommendations as presented by the ED Evaluation Committee and as discussed in closed session and to extend an at-will agreement to Randy Vetsch for the position of Executive Director for July 1, 2017-June 30, 2018
 - J Weber seconds
 - Motion passes unanimously

5. Public Comment
 - No public present
6. Adjourn Meeting
 - J Weber motions to adjourn
 - N Buehler seconds
 - Motion passes unanimously
 - Meeting adjourned at 6:02 pm

