

Cedar Riverside Community School
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Minutes
Board of Directors' Meeting
October 12th, 2016

Board Members in Attendance: Sonja Berven, Jennifer Weber, Malcolm Currie, Anne Weber
Others in Attendance: Randy Vetsch, Kara Schneeberger (BKDA)

I. Call to Order

- a. S Berven called the meeting to order at 4:39

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

III. Approval of the Agenda

- A Weber motions to accept the agenda with flexibility.
- M Currie seconds
- Motion passes unanimously

IV. Consent Agenda

- a. Minutes from September 14th, 2016 - remove
- b. Policy 2.7 - Executive Director (Principal) Hiring, Supervision & Evaluation - remove
- c. Policy 4.8.2 - Employee Use of Social Media
- d. Policy 4.9 - Employee's Rights Regarding Termination
- e. Recommendation for employee hire - Ali Omisaye, general education TA - remove
- f. Recommendation for employee hire - Sahur Alibarre, Special Education TA
- g. Recommendation for employee hire - Faiza Alabo, Pre-K TA
- h. J Weber motions to accept the consent agenda with the removal of the minutes, Policy 2.7, and new hire Ali Omisaye
- i. M Currie seconds
- j. Motion passes unanimously
- k. Discussion about 3 changes needed in the minutes
- l. S Berven motions to accept the minutes from September 14th with the 3 changes
- m. M Currie seconds
- n. Motion passes unanimously
- o. Discussion to clarify Ali Omisaye's job duties in the new TA position
- p. J Weber motions to accept the new hire of Ali Omisaye
- q. S Berven seconds
- r. Motion passes unanimously

V. Board Updates

- a. Board member attendance & training - All members have completed training & new parent will begin in November 2016.
- b. Annual meeting date - the board selected Wednesday, October 26th at 7:30 for our annual meeting but an error was made in sending out the notification. In order to comply with CRCS policy of the annual meeting being held in October and to comply with 30 days notification of membership, the date and time was changed to Thursday, October 27th at 7:00 pm.

- c. PUC - Letter of concern - PUC sent us a follow-up letter stating that CRCS addressed the issue stated in the previous letter regarding website compliance and that CRCS has corrected the issues and is in compliance at this time.
- d. Board Minutes note-taking - MACS strongly recommends that CRCS hire someone to be in charge of the board minutes
 - A committee was formed to write the job description, determine the hiring process and compensation
 - A Weber & M Currie will serve on the committee and present at the next board meeting
 - S Berven motions to form the board note-taker hiring committee
 - M Currie seconds
 - Motion passes unanimously

VI. Committee Reports

- a. Annual Meeting Committee - (J Weber, A Weber, M Currie)
 - State statute 317A.432 Subdivision 4(2) requires a report of activities and a financial report
 - Notices of the annual meeting were sent out
 - Applications for board are due on 10/24/16 by 4:30pm
 - Ballot will be printed after all applications are received
 - Meeting will be held in the Chase House

VII. Director's Report

- a. 2016-2017 Enrollment
 - Current enrollment is at 200
 - Goal is to stay above 190
 - October MARSS Report - 176.87 ADM which does not include Pre-K
- b. Strategic Plan
 - Committee has postponed the second meeting to allow staff more time to complete the staff survey
 - Our authorizer goals are required to be in our strategic plan
 - The strategic plan is of great importance as it will allow CRCS to develop its culture as well as its academic goals over the next 5-10 years
- c. Mission: Character Development
 - The PBIS team met and discussed issues that CRCS is facing
 - A small portion of students struggle with their behavior and learning
 - As noted on the staff survey last year, behavior needs to be addressed and changed
 - As noted with the PBIS committee which extends to all committees - we need to define the purpose and role of all committees at CRCS including PBIS
- d. EL Leadership Institute
 - the EL leadership team (R Vetsch, A weber, S Berven, C Cegla, E Bentley)
 - Began the process to evaluate CRCS' EL program needs
 - How will we implement the MN LEAPS Act?

VIII. Old Business

- a. None at this time

IX. New Business

- a. Monthly financial report through September, 2016 – (J Weber)
 - Currently our fund balance is at 26%
 - After adjustments, the fund balance will go down to 25.7%
 - Pre-K is no longer a separate part of our budget
 - We made adjustments in the technology budget and increased the substitute budget as needs arose
 - CRCS adjusted our ADM in the budget from 160 to 190
 - We have a projected ending fund balance that went up from \$635,000 to \$683,000
 - A Weber motions to accept the monthly financial report for September, 2016
 - S Berven seconds
 - Motion passes unanimously
- b. Professional Development for staff
 - Clarification of ENVoY and CPI training
 - Professional development scheduled outside of the regular scheduled staff duty days and not included on CRCS' board approved professional development plan is optional for staff to attend
 - Communication to staff needs to clearly define what is optional and what is required professional development
 - R Vetsch to communicate the clarification to staff
- c. Communication Plan - tabled
- d. Policy 2.1 - Board Election Process with Resources - tabled
- e. Policy 4.1.2 - At Will Employment - tabled

X. Public Comment

- a. No public present

XI. Adjourn Meeting

- a. Next board meeting is set November 9th at 4:30 pm
 - J Weber motions to adjourn
 - A Weber seconds
 - Motion passes unanimously
 - Meeting adjourned at 6:40 pm