

Cedar Riverside Community School  
1610 South 6th Street, Suite 100  
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**Minutes**  
**Board of Directors' Meeting**  
**January 11, 2017**

**Board Members in Attendance:** Sonja Berven, Jennifer Weber, Malcolm Currie, Anne Weber, Hassan Liban

**Board Members Absent:** None

**Others in Attendance:** Randy Vetsch

**Others Absent:** Kara Schneeberger (BKDA)

I. Call to Order

- a. S Berven called the meeting to order at 4:37

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

III. Approval of the Agenda

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

IV. Consent Agenda

- a. Minutes from December 14, 2016
- b. Policy 5.6.3 - Removal of Students with IEPs
- c. Policy 5.7.1 - Tennesen Warning
- d. Policy 5.7.2 - School Lockers
- e. Policy 5.8.1 - Cyber Bullying/Prohibited use of Technology
- f. Policy - 5.8.3 - Use of Social Media in School
- g. J Weber motions to accept the Consent Agenda
- h. M Currie seconds
- i. Motion passes unanimously

V. Board Updates

- a. Community member
  - J Weber motions to remove Ali Bulhan from the CRCS Board of Directors as a community member due to non-attendance
  - S Berven seconds
  - Motion passes unanimously
  - J Weber will reach out to Nichole Buehler (who previously ran for the seat) to join next month - she will need to complete orientation first
- b. Parent member
  - The board will ask Ayan to reach out to a parent who has a child in 3rd grade and if he is interested, extend an invitation to visit the next board meeting
- c. Board member training plan for PUC - no revisions are needed

- d. Board documents & monthly updates - attendance & training, policy review record
  - Included in board packet

#### VI. Committee Reports

- a. Board note-taker committee - (A Weber, M Currie)
  - A Weber recommended the board reconsider adding this position as it is difficult to find a person with the right background knowledge and skill to do the work
  - Board agrees with the recommendation
- b. Hiring Protocol Committee - (S Berven , A Weber & J Weber)
  - tabled because the committee was unable to meet
  - will meet and will bring draft to the next board meeting for review
  - may need to call a special board meeting if a new special education teacher is needed

#### VII. Director's Report

- a. Strategic Plan - tabled until February meeting
- b. Student Teachers
  - We have 2 student teachers from Augsburg who started on 1-4-17 - one in kindergarten and one in 4th grade
  - Ryan Moran, our current employee, will begin his EL student teaching beginning on 1-30-17
- c. Pre-K Funding
  - CRCS received \$190,000.00 with the voluntary Pre-K funding, we will automatically receive that money for the next school year too
  - For the Think Small grant, we will receive \$60,000.00 which will automatically go into our general fund.
- d. Teacher Re-Licensure Trainings
  - To address one of the difficult teacher relicensure requirements (and costly to bring in a speaker) of Early Identification of Mental Health, R Vetsch found a \$29.00, 3 hour webinar for staff to take to meet the mental health requirement; it is 2 clock hours.
  - Teachers who are up for relicensure, will be able to check in with R Vetsch; CRCS will pay for it so teachers can then take the course on their own timeline.

#### VIII. Old Business

- a. Policy 4.1.2 - At-Will-Employment - tabled
- b. Policy 1.1.1 - draft - tabled
- c. Executive Director mid-year check-in/evaluation
  - Data Review - R Vetsch reviewed the student enrollment, MCA data, the Access for ELLs data and our PBIS data
  - Behavior is moving in the right direction; the PBIS committee is developing a behavior policy draft for recommendation to the board
  - Professional Growth Plan - R Vetsch reviewed his professional growth plan, what he has accomplished and what he continues to work on for this school year
  - H Liban asked what parents can do to help their children achieve at home - we discussed the importance of reading at home
  - S Berven motions to accept R Vetsch's mid-year ED evaluation report
  - J Weber seconds
  - Motion passes unanimously
- d. Q-Comp - tabled

- e. At 6:35 A Weber motions to extend the meeting by 10 minutes
- f. J weber seconds
- g. motion passes unanimously

#### IX. New Business

- a. Quarterly financial authorizer report through December, 2016 – (J Weber)
  - CRCS is at a 22.9% fund balance
  - Our expenditures are in line with where we are in the school year
  - R Vetsch found an error that we were charged for lunches on a day that we didn't have school - will get credited
  - There were changes in the Title budget and Title grants
  - We are watching the field trip & transportation budget - it seems low at \$2,500.00 - it may need to be adjusted
  - After School Program budget is currently being completed
  - The substitute line and benefits line has been adjusted
  - S Berven motions to accept the quarterly financial authorizer report through December 2016
  - A Weber seconds
  - Motion passes unanimously
- b. Policy 4.3.1 - Employee Benefits
  - We cannot grandfather employees as an exception to the policy (revised Jul. 2016) which states that part-time employees hired after 7-13-16 will not be eligible for employer paid benefits
  - Discussed reinstating employer paid benefits for all full-time and part-time employees
  - Employees must work a minimum of 20 hours or more per week to receive benefits
  - M Currie motions to maintain the minimum 20 hours per week to receive benefits and premiums will be prorated to FTE for less than full-time employees
  - J Weber seconds
  - Motion passes unanimously
- c. English Language Teacher Position - Job Share
  - A proposal was made to move Ryan Moran (currently a TA) into a job share position with Laura Krause
  - R Vetsch has obtained a variance for him from MDE
  - This position would remain only through the remainder of the year
  - S Berven motions to approve the job share with L Krause and R Moran only through the remainder of the 2016-2017 school year.
  - A Weber seconds
  - Motion passes unanimously
- d. Recommendation for Hire - Ryan Moran, English Language teacher
  - J Weber motions to hire R Moran as a .4 English Language teacher through the end of the 2016-2017 school year
  - A Weber seconds
  - Motion passes unanimously

#### X. Public Comment

- a. No public present

#### XI. Adjourn Meeting

a. Next board meeting is set for February 8, 2017 at 4:30 pm

- J Weber motions to adjourn
- M Currie seconds
- Motion passes unanimously
- Meeting adjourned at 6:45 pm