

Cedar Riverside Community School  
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Minutes  
Board of Directors' Meeting  
September 14<sup>th</sup>, 2016

Attendees: S. Berven, J. Weber, M. Currie, A. Weber, R. Vetsch, Abdirahman Alishire, Kara Schneeberger (BKDA)

I. Call to Order

- a. S Berven called the meeting to order at 4:30

II. Approval of the Agenda

- M Currie motions to accept the agenda with the addition of 2 resignation letters and with flexibility.
- J Weber seconds
- Motion passes unanimously

III. Consent Agenda

- a. Minutes from July 10th, 2016
- b. Policy 2.3 - Board Committees
- c. Policy 2.4.1 - Conflict of Interest - Board of Directors
- d. Policy 4.4.2 - Prohibition of Sexual, Religious, and Racial Harassment and Violence
- e. Recommendation for employee hire - Kim Strandemo, 2nd grade teacher
- f. Recommendation for employee hire - Shane Nelson, 5th-8th grade math teacher
- g. Recommendation for employee hire - Anita Jarvis, Special Education teacher
- h. J Weber motions to accept the consent agenda with the removal of new hire Sahra Kassim from the agenda
- i. A Weber seconds
- j. Motion passes unanimously

IV. Board Updates

- a. Board member attendance was included in the board packet; no discussion
- b. Annual meeting date is set for Wednesday, October 26th, 2016 at 7:30 pm.
  - Food will be served at 6:30
  - Daycare will be provided
- c. Annual meeting committee - planning members are J Weber, M Currie & A Weber
  - We must send out notice of annual board meeting 30 days in advance.
- d. PUC website compliance
  - PUC informed CRCS that our website was out of compliance
  - R Vetsch worked with our tech coordinator to add all PUC requested documents to the website
- e. Parent member
  - Yassin Isse is unable to attend the board meetings from September through November
  - A Weber motions to accept Clarissa Herrera as the new parent board member
  - M Currie seconds

- Motion passes unanimously

#### V. Committee Reports

- Executive Director Evaluation Committee (S Berven, M Currie, A Weber)
  - The committee presented R Vetsch with his addendum to his employment agreement
- WAS THERE A MOTION TO PASS THIS?\*\*\*\*\*
- Policy 4.1.3 Criminal Background Checks Committee - J Weber & R Vetsch
  - J Weber motions to accept Policy 4.1.3 with the addition of board member background checks to be completed after the election but before the appointment.
  - A Alishire seconds
  - Motion passes

#### VI. Director's Report

- 2016-2017 Enrollment
  - Current enrollment is 204 which includes Pre-K
- Pre-K
  - Voluntary funding from MDE - \$180,000.00
  - Think Small; Pathways I - \$105,000.00
  - Pathways II - \$37,000.00
- Hiring Update
  - R Vetsch is still working on 2 additional new hires; we still need 2 TAs
- Strategic Plan
  - R Vetsch has formed a Strategic Planning Committee with volunteers from staff
  - Staff include: R Vetsch, Kim Strandemos, Kia Britain, Cosmos Onyambu, Sonja Berven, Malcolm Currie and Laurie Aaronson
  - The committee will report monthly with a goal to complete the work by February 1st, 2017 and to present the final document at the February 8th, 2017 board meeting.
- Professional Development Goals
  - R Vetsch presented to the board his professional development goals for the 2016-2017 school year
- PUC Performance Framework/authorizer goals
  - PUC will evaluate CRCS through the use of NWEA and MCA scores to measure if we met our growth goals
  - PUC holds all schools accountable to the same standards - what % are proficient?

#### VII. Old Business

- Policy 4.6.1 - Health and Safety Including Employee Right to Know
  - CRCS is establishing a Health, Wellness and Safety Committee
  - M Currie makes a motion to leave the policy as is with the understanding that CRCS will take volunteers to work on the committee
  - S Berven seconds
  - Motion passes unanimously
- Organizational Chart
  - The social worker and custodial staff were omitted from the chart
  - S Berven motions to approve the organizational chart with the 2 additions
  - A Weber seconds
  - Motion passes unanimously
- Executive Director employment agreement addendum

- J Weber motioned to approve the attorney's suggestion that we add finances and personal growth to the ED's employment agreement
- M Currie seconds
- Motion passes unanimously

#### VIII. New Business

- Monthly financial report through August, 2016 – (J Weber)
  - Currently our ADM is budgeted for around 160 students
  - However, our current enrollment is 204
  - Per our account's suggestion, we will leave out 7.5% initially and then adjust as the year moves forward
  - M Currie motions to accept the monthly financial report for August 2016
  - A Alishire seconds
  - Motion passes unanimously
- School Wide Professional Development Plan
  - Our school wide professional development plan is required by PUC and is centered around behavior and literacy
  - M Currie motions to approve CRCS' school wide professional development plan as required by PUC
  - S Berven seconds
  - Motion passes unanimously
- Purchase of group health insurance policy
  - At least once every two (2) years, Cedar Riverside Community School will issue a Request for Proposal (RFP) from at least three (3) different group health insurance sources or issuers. In consultation with its agent of record, the School will determine (1) from which insurance carriers to request proposals, (2) whether to request proposals from more than three carriers, and (3) evaluate a self-funded coverage option, if appropriate.
  - M Currie motions to approve the purchase of group health insurance policy
  - J Weber seconds
  - Motion passes
- Employee resignation on 9-14-16
  - A weber motions to approve the resignation of Muna Yusef our pre-k para
  - M Currie seconds
  - Motion passes unanimously

#### IX. Public Comment

- No public present

#### X. Adjourn Meeting

- Next board meeting is set October 12<sup>th</sup> at 4:30 pm
  - A Weber motions to adjourn
  - M Currie seconds
  - Motion passes unanimously
  - Meeting adjourned at 6:20 pm

