

Cedar Riverside Community School
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Minutes
Board of Directors Meeting
April 8, 2014

Attendees: Kristen Mandt, Sonja Bervin, Becky Hamlin, Kara Gaffy, Walt Stull, Jennifer Weber, Abdirahman Alishire, Anaji Shuna

- I. Call to Order: S. Bervin called the meeting to order at 4:03
- II. Approval of the Agenda
 - A. J. Weber motions to accept the agenda with flexibility.
 - B. B. Hamlin Seconds
 - C. Motion passes.
- III. Approval of the Minutes:
 - A. J. Weber makes a motion to accept the minutes with the following noted changes.
 - i. B. Hamlin was not present.
 - ii. The meeting adjourned at 6:38, not 7:38.
 - iii. There was a second extension of the meeting. S. Bervin motioned to extend the meeting. A. Shuna seconded. Motion passed.
 - B. B. Hamline seconds
 - C. Motion carries
- IV. Board Update
 - A. Policy governance discussion is tabled to a later date.
- V. Committee reports:
 - A. Mission Committee (S. Bervin).
 - i. J. Weber and S. Bervin will put together a staff survey
 - ii. J. Weber and S. Bervin will come to the May board meeting with an action plan, including a time line.
 - B. PTO Policy Committee (K. Mandt and J. Weber)
 - i. J. Weber and K. Mandt reviewed the proposed PTO donation policy.
 - ii. Further discussion is needed and will take place at the next meeting.
 - C. Executive Director Selection Committee (S. Bervin and J. Weber)
 - i. See below, VIII F, G, and H.
 - ii. J. Weber motions to approve the reference check questions as presented.
 - iii. B. Hamlin seconds.
 - iv. Motion passes.
- VI. Director's Report
 - A. See handout.

VII. Old Business

A. Policy 5.5 update

- i. Proposed update is to remove the requirement for the employer to give the employee 30 days' notice for termination.
- ii. B. Hamlin motions to accept the proposed update.
- iii. J. Weber seconds the motion.
- iv. Motion passes

VIII. New Business

A. Monthly financial report for February 2015

- i. Preschool and food service programs are running at a loss.
- ii. General fund has a projected loss of \$65, 258.
- iii. We will renew our line of credit with Venture Bank for another year.
- iv. K. Mandt motions to accept the financial report for February, 2015
- v. B. Hamlin seconds the motion.
- vi. Motion passes.

B. SY 15-16 Budget

- i. K. Gaffy presented several budget proposals for the 2015-16 school year based on different enrollment projections.
- ii. The proposed budgets are deficit budgets, with fund balances less than 20%.
- iii. Suggestions were made to improve the finances for next year.
- iv. Other budgets will be proposed at the next board meeting.

C. SY 15-16 Transportation

- i. We are currently paying for 2 busses. Is it possible to eliminate a bus, and run only one bus?
- ii. Mr. Stull will investigate alternatives for one of the bus routes.

D. T-Mobile contract

- i. The T-Mobile contract is expensive. E-rate was paying for it this year, but E-rate will not be paying for it next year.
- ii. Mr. Stull will look into getting out of the contract.

E. Extra-curricular compensation and programming

- i. "Sports of all Sorts" is a popular after-school program. Last year, a grant paid for the staffing. This year, the staffing is on a volunteer basis. Mr. Stull would like to compensate afterschool program staff for next year.
- ii. There are other afterschool programs being offered as well, also on a volunteer basis.
- iii. Mr. Stull will propose a budget at next month's meeting to fund staffing for afterschool programs.

F. Recommendation for Executive Director hire

- i. The selection committee recommends Usman Hussain for the executive director position.
- ii. B. Hamlin motions to offer the executive director position to Usman Hussain.
- iii. K. Mandt seconds the motion.
- iv. Motion passes

G. Executive Director job description

- i. A description of the executive director's job will continue to be worked on.

H. Executive Director compensation and negotiation plan

- i. J. Weber motions for the board to authorize Sonja Bervin to offer Usman Hussain the Executive Director position and negotiate his salary within the guidelines set for her.

- ii. B. Hamlin seconds the motion.
- iii. Motion Passes.
- iv. K. Mandt motions that if Usman Hussain declines our offer, the selection committee shall restart the recruitment and hiring process.
- v. J. Weber seconds the motion.
- vi. Motion passes.

I. Recommendation for Mr. Stull's work plan

- i. See attached
- ii. B. Hamlin motions to approve Mr. Stull's work plan.
- iii. J. Weber seconds the motion.
- iv. Motion passes.

J. MDE secure websites user access authorization

- i. JW motions The Board of Directors of Cedar Riverside Community School give Walter J. Stull the authority to authorize user access to MDE secure websites for your local education agency.
- ii. S. Bervin seconds the motion.
- iii. Motion passes.

At 7:00 J. Weber motions to extend the meeting until 7:15. B. Hamlin seconds the motion. Motion passes.

K. Elect Board officer—vice chair

- i. This item is tabled until a later meeting.

IX. Public Comment Time

- A. No public are present.

X. Adjourned:

- A. J. Weber motions to adjourn the meeting at 7:22.
- B. A. Shuna seconds the motion.
- C. Motion passes.

The next board meeting is on Wednesday, May 6 at 4:00.