

Cedar Riverside Community School
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Minutes
Board of Directors Meeting
December 3, 2014

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

- Call to Order: Ms. Berven called the meeting to order at 4:06 PM.
- Approval of the Agenda:
 - Ms. Mandt motions to approve the agenda and add an item about employee donation of PTO to the agenda.
 - Ms. Weber seconds.
 - Motion unanimously carried.
- Approval of the Minutes
 - All in attendance read minutes from 11/5/2014
 - Ms. Weber motions to approve the minutes.
 - Ms. Berven seconds.
 - Motion unanimously carried.
- Director's Report:
 - Enrollment is in the high 130's for K-8; with Pre-K, enrollment is approximately 155.
 - Recruitment update:
 - Our attorney advises against paying families to recruit students.
 - Mr. Stull is looking for other options; discussed putting out fliers and brochures in the plaza and buildings as well as giving brochures to current parents to hand out to families they know.
 - Discussion of staff concerns that we only attract younger students, as families like sending their younger students to our school because it is close to their homes, but as they get older, families send students to other schools on the bus.
 - Many options regarding how to recruit new families were discussed and will be followed up on at a later date.
 - Mr. Stull has not been as visible as he'd like because of factors such as very cold weather and completing formal observations for classroom teachers.

- Mr. Stull has approached Sherman and Associates regarding new school signage. Sherman replied and Walt will be having a meeting with people from Sherman to discuss what they can do about the signage.
- The new website for the school is very close to being put up.
- Board Updates:
 - Ms. Berven introduced Anaji Shuna, new parent member on the CRCS board.
 - Mr. Stull gave parent members Audited financial statements
 - A binder will be put together for each board member which will include copies of all policies, charter school statutes, non-profit statutes, and the open meeting law statute and brief.
 - Ms. Berven reminded members that new members need to complete board training within their first year; this must start within the first six months of their term
 - Ms. Berven handed out schedules for board training.
 - Ms. Berven passed around contact information so that members could edit or add to the contact list.
 - All in attendance agree that the first Wednesday of the month at 4:00 works for a regular meeting time.
 - Discussion that the application for a community board member be two pages with more space for replies and should include information about board member duties and time commitment.
 - Deadline for community board members to submit their applications to Ms. Berven is January 5, 2015. Board members will review the applications at the next board meeting.
- Old Business:
 - Discussed the second half of the raises that were approved at the April 23, 2013 board meeting.
 - Mr. Stull would like to see us do more recruiting of new families and said that we could hire someone to recruit new families for us, but he is confident we can do the recruiting ourselves.
 - Mr. Stull recommends that we table the vote until we see how recruitment goes.
 - Business item tabled
 - Discussion of special committee for community communication
 - Suggested that the community grievance policy should be written out instead of having a special committee for community communication. Mr. Stull agrees to write the policy out.
 - Ms. Mandt motions to discontinue the special committee for community communication and charge Mr. Stull with writing out the process to address community and family concerns.
 - Ms. Weber seconds.
 - Motion unanimously carried.
- New Business:
 - Financials:

- We have a healthy cash balance
 - We are 4 months through the year, ahead on expenses and behind on revenues, which is normal for this time of year.
 - We have not collected all preschool scholarships.
 - Ms. Mandt motions to accept the financial report for October 2014
 - Ms. Hamlin seconds.
 - Motion unanimously carried.
- Approval of Ms. Rachel Weber for TA position
 - Mr. Stull recommended the hire of Ms. Rachel Weber for a Teacher Assistant position.
 - Ms. Mandt motions to approve the hire of Ms. Rachel Weber for a Teacher Assistant position.
 - Ms. Berven seconds.
 - Motion carried unanimously with Ms. Jennifer Weber abstaining because Ms. Rachel Weber is a family member.
- Approval of Ms. Sarah Jordan for a long-term substitute teacher position
 - Mr. Stull recommends the hire of Ms. Sarah Jordan for a long-term substitute teacher position.
 - Ms. Weber motions to approve the hire of Ms. Sarah Jordan for the long-term substitute teacher position.
 - Ms. Mandt seconds.
 - Motion carries unanimously.
- Request for leave of absence for Ms. Brittney Hynes
 - Ms. Weber motions to approve the request for a leave of absence for the 2015-16 school year.
 - Ms. Hamlin seconds.
 - Motion carries unanimously.
- Request of use of school facilities
 - Mr. Stull informed the board that a local mosque affected by a fire last January has requested to use school facilities for an adult Dugsi class.
 - This class would be for 20 adults
 - The class would take place on Saturdays and Sundays from 8:00 AM- 12:00 PM
 - Ms. Ruqia Abdi would oversee on these days and stay for the whole time.
 - There would be no charge to the Mosque for the use of school facilities through February. After this, the Mosque will be charged \$150 per day.
 - Ms. Weber motions to approve the use of the Title I room in the 3-8 building for adult Dugsi classes.
 - Ms. Hamlin seconds.
 - Motion carries unanimously.
- Approve Resolutions of Distinguished Service for outgoing school board members.

- Ms. Weber motions to approve Resolutions of Distinguished Service to Mr. Malcolm Currie, Mr. Abdirahman Dhunkal, and Mr. Spencer Peck.
- Ms. Hamlin seconds.
- Motion carries unanimously.

Adjourned:

- Ms. Weber motions to adjourn the meeting
- Ms. Mandt seconds.
- Motion carried unanimously and meeting was adjourned at 6:10 pm.
- Next meeting: January 5, 2015 at 4:00 pm