

Cedar Riverside Community School  
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**Minutes**  
**Board of Directors Meeting**  
**October 11, 2017**

**Board Members in Attendance:** Sonja Berven, Kia Britain, Malcolm Currie, and Michelle Jacobs

**Board Members Absent:** Saynab Mohamed, Nichole Buehler

**Others in Attendance:** Randy Vetsch, Brenda Kes

1. Call to Order
2. Reading of the Vision, Mission, & Values
3. Approval of the Agenda
  - a. K Britain motions to approve the agenda
  - b. M. Currie seconds
  - c. Motion passes unanimously
4. Consent Agenda
  - a. S Berven motions to approve the consent agenda with the removal of Zainab Alshayba hire and ProCare Therapy vendor contract
  - b. K Britain seconds
  - c. Motion passes unanimously
5. Board Updates
  - a. Parent member seat
    - i. Ayan. Jama recommended to fill parent seat with Ture Ahmed
    - ii. M Currie motions to appoint Ture Ahmed for parent seat
    - iii. K Britain seconds
    - iv. Motion passes unanimously
  - b. Board documents monthly updates
    - i. No discussion

## 6. Committee Reports

- a. Employee Exit Interview Committee
  - i. M. Currie presented draft of exit interview questions
  - ii. More time is needed to refine questions
  - iii. Questions will be in online format
  - iv. Purpose and procedures will aim to ascertain what the staff member feels about CRCS
  - v. Objective is to use the data to retain quality staff
- b. Annual Meeting Committee
  - i. Notices were sent out
  - ii. Chase House is reserved
  - iii. Notice of application sent to teachers
  - iv. Discussed procedures for tallying votes
  - v. Two teacher board seats open
  - vi. Randy to work with Ayan and Mecca to develop parent list

## 7. Director's Report

- a. Statement of Philosophy
  - i. R. Vetsch statement reflects that he believes we can close the achievement gap by a rigorous program and having high expectations with no excuses
  - ii. Believes in maintaining a caring staff and good professional relationships
  - iii. Behavior Management - he believes we owe everyone the opportunity to learn, but they need to be behaviorally ready
  - iv. Believes behavior management decisions are case-by-case but that the discipline policy should be followed
  - v. Believes he has two roles: Executive Director and Principal who is the Instructional leader
- b. Professional growth plan
  - i. Revised plan broke down into four areas
  - ii. Revised plan again does not contain SMART goals or monthly action plans
  - iii. Focus is on tasks
  - iv. Board asked what he wants to accomplish (big picture) for each of the four areas
  - v. Board also recommended he support new staff that are floundering and shorten 90 day review for new staff to 45 days or less
- c. Strategic Plan

- i. No updates
    - ii. Reported he plans to work with subject leads to develop further
  - d. Authorizer Goals
    - i. We will look at Fastbridge goals next month -- compare and analyze data - and rewrite authorizer goals based on our testing criteria
  - e. Community Partnerships
    - i. Received a handout from Jennifer Weber - Community Partnership Coordinator Report
    - ii. Discussion based on what direction from the board do we want to see our community partnership focus on. What are our priorities for the day school in particular. What is our focus and our needs - and how do we see these needs being met through our community partnerships?
    - iii. R. Vetsch is to develop process for how things get committed and implemented - and communicate that to Jennifer Weber
  - f. PUC Site Visit
    - i. A site visit to Erica Bentley's and Cortney Cegla's rooms went well and they seemed Impressed with CRCS.
    - ii. R Vetsch shared with them that our goals this year include working on developing the EL program to reflect state and federal changes and to develop school wide curriculum maps

## 8. Old Business

- a. None

## 9. New Business

### New Business

- a. Monthly Financials
  - i. Health Insurance rates will change December 1 - up 8.5%
  - ii. State Holdback payments on August 30, Sept. 30 and October 30
  - iii. The report on the after school deficit has now been fixed as the attendance sheets weren't turned in - money will be coming in at a later date
  - iv. Working budget column - based on projection of 185 will adjust to projection of 180 for next month

- v. General Ed formula went up after budget was adopted and is reflected in working budget - New salaries reflected here as well
  - vi. E-rate went up for servers and switches
  - vii. Changes in Expenditures - increased because of textbooks and curriculum \$23,000
  - viii. Revenue and expenditures \$224,850
  - ix. Cash balance \$683,144
  - x. Audited financial data is due in November to MDE
  - xi. Financial statements given in November is due December 31 to MDE
- b. Behavior
- i. Discussed the new discipline policy and how we are not really following it
  - ii. Grades 3-8 want teacher discretion to decide major or minor offenses
  - iii. Seems as if there are no consequences for behaviors now
- c. Proposed Amendments to Bylaws
- i. The board will address these amendments a little at a time by dividing it up in the future
  - ii. Tabled for later
- d. Non-teaching staff compensations
- i. Need to discuss in detail - and because of time it is decided to continue this discussion at an additional Board meeting on Tuesday, October 24th at 4:30 PM in the school's office.
  - ii. R. Vetsch will come with comparable salary ranges from other schools for non-teaching staff compensations
- e. Items from Consent Agenda
- i. Discussed salary of Zainab Alshayba
    - 1. S Berven motions to place Zainab on Step 2 Tier 1 BA at \$24,000
    - 2. K Britain seconds
    - 3. Motion passes unanimously
  - ii. Discussed ProCare Therapy vendor contract
    - 1. Noted that overtime will be limited and needs prior approval
    - 2. Noted that buy-out of contract would be \$18,500
    - 3. K Britain approves the ProCare Therapy contract
    - 4. M Currie seconds
    - 5. Motion passes unanimously

10. Public Comment

Ayan Jama brought up her concern regarding needing math support Grades 5-8.

11. Adjourn Meeting

- a. Our next regular scheduled board meeting will be Wednesday, November 8, 2017 at 4:30 pm
- b. M Currie motions to adjourn the meeting
- c. M Jacobs seconds
- d. Motion passes unanimously
- e. Meeting adjourned at 6:34 PM