

Cedar Riverside Community School
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Minutes
Board of Directors Meeting
March 14, 2018

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

Board Members Absent: Saynab Mohamed

Others in Attendance: Randy Vetsch, Brenda Kes, Ayan Jama

1. Call to Order
 - a. S Berven called the meeting to order at 3:02 PM

2. Reading of the Vision, Mission, & Values

3. Approval of the Agenda
 - a. M. Currie motions to approve the agenda
 - b. K. Britain seconds
 - c. Motion passes unanimously

4. Consent Agenda
 - a. Minutes--February 13, 2018
 - b. Recommendation for hire--Ashly Wunderlich, Sped TA
 - c. Recommendation for hire--Brian Stricker, Building substitute teacher
 - d. Recommendation for hire--Jennifer Barnes, Behavior TA
 - e. S. Berven motions to approve the consent agenda with the removal of the recommendation for hire of Ashly Wunderlich
 - f. M. Currie seconds
 - g. Motion passes unanimously
 - h. Discussion following approved motion notes recommendation for hire of Wunderlich, Stricker and Barnes
 - i. Wunderlich was unable to accept the position

5. Board Updates
 - a. Introduction of visitors interested in CRCS Board membership
 - i. Visitors who said they would attend did not attend meeting
 - b. Board documents monthly updates--attendance and training
 - i. No discussion

6. Committee Reports
 - a. ED Evaluation Committee--(M. Currie, K. Britain, M. Jacobs)
 - i. Report in closed session under New Business

- b. School Behavior Philosophy Committee--(M. Currie, K. Britain, M. Jacobs)
 - i. No report

7. Director's Report

- a. Strategic Plan
 - i. No work has been done on the strategic plan this year to date
- b. Authorizer Goals
 - i. S. Berven and Randy Vetsch to meet with PUC on March 15th for annual review
 - ii. No new data related to goals to report on until spring testing is complete
- c. Community Partnerships
 - i. February 2018 Community Partnership Coordinator's update presented for Board review
 - ii. CRCS 25th Anniversary list of dates
 - iii. Board recognizes these dates as significant to the long-standing history CRCS
- d. Striving Readers Comprehensive Literacy grant
 - i. Grant from MDE that was due March 7th
 - ii. Randy Vetsch completed the grant application
 - iii. Grant allows application for different grade bands
 - iv. Randy Vetsch applied for \$250,000 for grades K-5 and \$250,000 for grades 6-8
 - v. He would like to use the funds to hire more people, provide more materials, and literacy coaching
 - vi. If approved, grant would run from July 2018-September 2020
- e. Data Report
 - i. Data included: MCA Test Results (2016 & 2017), ACCESS Test Results (2016 & 2017), NWEA Test Results (2017), and monthly student enrollment (Jan. 2017-Dec, 2017)
 - ii. Randy Vetsch noted this is the same data that was presented to the Board in September 2017
 - iii. He was asked what the data tells him needs to be done for the next year
 - iv. Randy Vetsch said he was pleased with what is happening in reading and that he has seen good instruction there
 - v. He said he was concerned about math and would like to hire a math specialist or add Title I math for next year
- f. ED Professional Growth Plan
 - i. Report indicates work on strategic plan has stalled this year
 - ii. Initiative to have Coordinators meet and collaborate in providing student services has not happened
 - iii. Initiative to have Content Area Specialists lead curriculum development has also not happened
 - iv. Student enrollment has dropped significantly, particularly in middle school
 - v. Not meeting parent attendance goals for monthly school events, although there was 40% attendance on the first day of school event
 - vi. He is conducting mini observations of classrooms for new teachers and providing feedback
 - vii. Divisions met to review student data
 - viii. School is doing well financially

8. Old Business

a. 2018-2019 Calendar

- i. Randy Vetsch obtained staff feedback on school calendar
- ii. Many staff at the meeting indicated they wanted to keep the early release on Fridays
- iii. One division noted the Friday early release schedule does not work for them as they miss a significant amount of time for math instruction and request that the schedule be changed next year to eliminate this problem
- iv. Discussion regarding the Friday schedule change and seemingly conflicting feedback regarding the Friday early release time
- v. Due to the conflicting information regarding Friday early release, Board will need to come back to this discussion when there is more information
- vi. May 17th would be a day for staff to work from home but this day could be used to make up for any snow days if needed
- vii. K. Britain motions to approve the school calendar days, but not the Friday early release time
- viii. M. Jacobs seconds
- ix. Motion passes unanimously

9. New Business

a. Monthly Financials

- i. 17-18 Revision Change 111,363
- ii. K. Britain motions to approve Monthly Financials
- iii. M. Jacobs seconds
- iv. Motion passes unanimously
- v. M.. Currie motions to approve revised 2017-2018 budget
- vi. K. Britain seconds
- vii. Motion passes unanimously

b. 2018-2019 Budget proposal

- i. Proposes student enrollment of 184 ADM, which is 10 more students than we have now
- ii. Discussion regarding concerns about whether we can obtain and maintain this ADM for this budget
- iii. Randy Vetsch to bring an enrollment plan to the Board
- iv. Proposed budget builds in 2% increase in revenue
- v. Erate will decrease
- vi. Pathways grant will decrease from \$50,000 to \$37,500 which will lead to a deficit in PreK funding
- vii. Salaries and benefits will increase 2.5%
- viii. Some contracted services will decrease
- ix. Food Service Fund will have a smaller deficit than we have seen in the past (approximately \$13,200)
- x. 25.1% projected fund balance
- xi. Board would like to see list of recommended positions for this budget period and enrollment and recruiting plan

c. Recommendations for Termination

- i. M. Currie motions to approve the two recommended terminations
- ii. K. Britain seconds

iii. Motion passes unanimously

10. Public Comment

- a. No public present

11. Adjourn Meeting

- a. Our next regular scheduled board meeting will be Wednesday, April 11th, 2018 at 3:00 pm
- b. M. Currie motions to adjourn the meeting and continue the meeting for the Executive Director evaluation in New Business on March 21, 2018 at 3:00 in the school's office
- c. S Berven seconds
- d. Motion passes unanimously
- e. Meeting adjourned at 5:12 PM

MINUTES for CONTINUED BOARD MEETING MARCH 21, 2018

Board Members in attendance: Sonja Berven, Kia Britain, Malcolm Currie, Michelle Jacobs

Board Members absent: Saynab Mohamed

Others in Attendance: Randy Vetsch

9. S. Berven called ontinued meeting to order at 3:00 PM

10. New Business

- a. CLOSED SESSION--Executive Director Evaluation
- b. Randy Vetsch requests the session remain closed to the public
- c. K. Britain motions to return to open session and approve the recommendations discussed in closed session
- d. M. Jacobs seconds
- e. Motion passes unanimously

11. Public Comment

- a. No public present

12. Adjourn Meeting

- a. K. Britain motions to adjourn meeting
- b. M. Jacobs seconds
- c. Motion passes unanimously
- d. Meeting adjourned at 4:53 PM