

Cedar Riverside Community School
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Minutes
Board of Directors Meeting
June 11, 2018

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

Board Members Absent: Mohamed Khayre

Others in Attendance: None

1. Call to Order
 - a. S Berven called the meeting to order at 12:07 PM

2. Reading of the Vision, Mission, & Values

3. Approval of the Agenda
 - a. E. Bentley motions to approve the agenda
 - b. K. Britain seconds
 - c. Motion passes unanimously
4. Consent Agenda
 - a. No consent agenda
5. New Business
 - a. Daily Operations
 - i. Summer School
 1. Concerns raised about the viability of the summer school program as enrollment was low when Jennifer Weber presented at the last meeting
 2. Will ask Jennifer Weber for an enrollment update and to possibly present on Wed. June 13th board meeting on viability for summer school
 - ii. Summer Maintenance
 1. Large amount of damages to the middle school math room
 2. Treasurer emailed Bergen KDV in regards to extra money for a stipend for Pedro to pay for extra work above and beyond the normal scope of his job to make the repairs this summer
 3. They said that there is money in this year's budget for a stipend
 4. E. Bentley makes a motion to approve a stipend of \$500.00 for Pedro Eumana-Olivera for additional work to repair damages from the 2017-2018 budget
 5. M. Currie seconds
 6. Motion passes unanimously
 - b. Communication
 - i. IOwA update

1. M. Currie is working with Val and MDE to fix any problems
- ii. Future board meeting dates
 1. June 21st at 8:00 am
- iii. Board member seat
 1. M. Jacobs makes a motion to approve Fadumo Abdullahi to a parent seat
 2. E. Bentley seconds
 3. Motion passes unanimously
- iv. Officers
 1. M. Currie makes a motion to nominate S. Berven as Chair, M. Currie as Vice Chair, M. Jacobs as treasurer, and K. Britain as secretary
 2. E. Bentley seconds
 3. Motion passes unanimously
- c. Student and Parent support
 - i. Nothing to report
- d. Staff Support
 - i. Staff end of year checkout went well
- e. Finances
 - i. Signer on financial accounts
 1. S. Berven makes a motion to add M. Currie as a signer on all financial accounts and remove Randy Vetsch on any accounts he may still be listed on
 2. K. Britain seconds
 3. Motion passes unanimously
 - ii. 2018-2019 revised budget draft
 1. Added in lunch coordinator position and increase in food expenditures for new caterer for next year
 2. Fund balance would be at 20%, within the fund balance policy
 3. The following year could see the fund balance go below the 20% outlined in the policy
 4. Will discuss in more depth with Bergan KDV at next meeting
- f. Calendar
 - i. Discussed timelines and dates for interviewing for Executive Director and open staff positions
 - ii. Executive Director interview committee will review applicants and develop interview questions early next week
 - iii. Interviews for elementary and EL positions will begin the end of this week
- g. '18-'19 planning
 - i. Executive Director hiring
 1. Applicants
 - a. 19 applicants at this time
 2. Interview committee appointment
 - a. 3 board members Kia Britain, Erica Bentley, Malcolm Currie
 - b. 2 parent members Shukri Bihi and Yusur Mohamed
 - c. 3 staff members Ayan Jama, Khadijah Wilson, Fadli Mohamed
 - d. 1 community member: will contact Augsburg representative
 - e. Alternate staff member if needed Brianna Lee

3. Candidate profile

- a. Complied staff survey data
- b. Identified preferred traits and skills as well as high priority projects and areas of the Executive Director job description the ideal candidate would possess and be skilled in
- c. Will use this profile to develop a checklist to be used when reviewing applicants and developing interview questions

ii. Staff hiring

1. Interviews for Elementary positions and EL position will happen on the 14th, 15th and 21st.
2. K. Britain is leading hiring committee

6. Public Comment

- a. None present

7. Adjourn Meeting

- a. M. Jacobs makes a motion to adjourn
- b. K. Britain seconds
- c. Motion passes unanimously
- d. Meeting adjourned at 5:01 PM