

Cedar Riverside Community School
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Minutes
Board of Directors Special Meeting
April 30, 2018

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

Board Members Absent: None

Others in Attendance: Ayan Jama, Nasteeha Jama, Mike Nelson, Kristin Mandt, Ryan Moran, Maxwell Donsker, Barbara Carter, Jennifer Barnes

1. Call to Order
 - a. S Berven called the meeting to order at 2:49 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--April 18, 2018
 - b. Discussion regarding minutes
 - c. M. Jacobs makes a motion to approve the consent agenda
 - d. K. Britain seconds
 - e. Motion passes unanimously

5. New business
 - a. Daily Operations
 - i. Fire and lockdown drills
 1. We have one more fire drill to do
 2. We will do the fire drill at 1:15 on May 9th
 3. M. Jacobs will talk to Mr. Flees regarding process for fire drills in the Brian Coyle Center
 - ii. Food Service Compliance
 1. M. Jacobs will ask Marlene to come in as a food consultant in order to get the papers in order
 2. S. Berven will help Amina get certified as soon as possible
 - iii. Parking Passes
 1. We need 3 more
 2. S. Berven will talk to Sherman and Associates about getting more
 3. K. Britain volunteers to offer up her parking pass if needed
 - iv. Friday staff meetings

1. Next week is Augsburg meeting presentation about partnership
 2. K. Britain will ask staff what they want in meetings
- b. Communication
- i. Notification of resignation letters
 1. M. Jacobs and S. Berven drafted a letter
 2. Were sent out to state and local institutions and community partners.
 - ii. Staff meetings
 1. Were held on Thursday April 26 before school and Friday April 27 after school
 - iii. Parent meeting
 1. Planned for Tuesday May 1 at 2:30
 2. Interpreters set up
 3. Childcare set up
 4. Open for questions and discussion
 - iv. Eagle weekly
 1. Jen Weber and Natalie Heggen volunteer to help with this
- c. Student and Parent support
- i. Meeting regularly with Ms. Jama and Barbara
- d. Staff Support
- i. Sunshine Committee cards K. Britain
 - ii. K. Britain to send out all staff email with staff absences each day
- e. Finances
- i. Bank accounts \
 1. Removed Randy Vestch from school credit card, bank accounts, and line of credit
 - ii. Credit card
 1. New card needs to be issued
 2. Will have S. Berven's name on it as she is a signer on the school accounts
 3. Will take 7-10 business days
 - iii. Striving Readers Comprehensive Literacy Grant
 1. Jennifer Weber was the author
 2. Should hear back from them in mid May
- f. Calendar
- i. Student of the Month Lunches (May 9th, May 30)
 1. Val will order pizzas
 - ii. 8th grade breakfast (May 11)
 1. Early due to Ramadan
 2. Ms. Jama and M. Currie will attend and organize
 - iii. Guest Reader Picnic (May 10)
 - iv. Pre K-2 Children's Museum field trip(May 17th)
 - v. Field trips (Valleyfair May 31 others June 6th)
 - vi. Track and field (June 1)
 1. Jennifer Weber and Bruce Flees will organize
 - vii. Graduation(June 7)
 1. During the day
 2. PreK-2nd Outside in the Plaza as a venue if the weather cooperates

3. 3rd-8th grade at Augsburg

g. '18-'19 planning

i. 2018 Summer School(June 18-Aug 2)

1. S. Berven makes a motion to open summer school enrollment to community after CRCS students register
2. M. Currie Seconds
3. Motion passes unanimously

ii. Offer letters

1. M. Jacobs makes a motion to leave letters as is and give out as soon as possible
2. K. Britain Seconds
3. Motion passes unanimously

iii. Prioritizing projects

1. Table

iv. Vendor contracts

1. Monarch Bus Co.
 - a. S. Berven to meet with them this week
 - b. Check prices
2. TST food service
 - a. S. Berven to meet with them this week to discuss quality
3. Building Lease
 - a. Coming up
4. Brian Coyle
 - a. Coming up
 - b. School day schedule needs to be completed first
5. CaDan
 - a. Coming up
6. Outside service providers (SPED, SPED Dir., O.T.)

v. Cushman & Wakefield

1. Helped with building before and during renovation
2. Will set up date for meeting

6. Public Comment

- a. None

7. Adjourn Meeting

- a. M. Currie makes a motion to adjourn 5:10
- b. M. Jacobs seconds
- c. Motion passes unanimously
- d. Meeting adjourned at 4:19.