

Cedar Riverside Community School  
1610 S. 6th Street, Suite 100  
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**Minutes**  
**Special Board of Directors Meeting**  
**July 30, 2018**

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

**Board Members Absent:** Fadumo Abdullahi and Mohamed Khayre

**Others in Attendance:** None

1. Call to Order
  - a. S Berven called the meeting to order at 1:45 PM
  
2. Reading of the Vision, Mission, & Values
  
3. Approval of the Agenda
  - a. M. Currie motions to approve the agenda
  - b. E. Bentley seconds
  - c. Motion passes unanimously
  
4. Public Comment
  - a. No public comment
  
5. Consent Agenda
  - a. No consent agenda
  
6. New Business
  - a. '18- '19 Planning
    - i. Employee handbook
      1. Discussed legal counsel's recommendations
      2. Some policies will need to be revised
      3. S. Berven to ask counsel for clarification
    - ii. Identified Action Steps in response to Notice of Deficiency
      1. Include TA training, review of policies related to discrimination, complaints, and grievances, and review the role of the Board with staff
  - b. Daily Operations
    - i. New Staff Orientation
      1. Discussed and began outline of orientation training
      2. Will need to be further developed
    - ii. Staff Development Week
      1. Discussed and outlined training for the week
      2. Designated people to provide training
      3. Will need to be finalized with new Executive Director
  - c. Board Policies

- i. Policy 2.4.2--Prohibition of Sexual, Religious, and Racial Harassment and Violence
- ii. Policy 4.1.1--Equal Educational and Employment Opportunity
- iii. Policy 4.5.1--Prohibition Against Unfair Discriminatory Practices in Employment & Grievance Procedures
- iv. Policy 6.4.1--Release Time for Religious Events and Religious Accommodation
- v. Policy 8.2--Complaint Process
  - 1. These policies are related to discrimination and complaint/grievance procedures for employees
  - 2. Some policies have already been reviewed by legal counsel and recommendations for changes have been made when Employee Handbook was reviewed
  - 3. These recommendations will be brought to the Board at a later date for review
  - 4. The other policies need to be reviewed by legal counsel

d. Communication

- i. Upcoming schedules and events
  - 1. Wait until a new Executive Director is on board if possible
- ii. Policies
  - 1. Include policies related to discrimination and complaint/grievance procedures for employees in the Employee Handbook and review during staff development
- iii. Pillsbury United Communities
  - 1. Epicenter Information dated 7/27/18
    - a. Letter included in packet
  - 2. Letter of Concern--website compliance dated 7/30/18
    - a. Letter included in packet
    - b. Testing calendar needs to be developed
    - c. S. Berven is researching the health care application link the letter refers to

7. Board Updates

- a. No updates

8. Adjourn Meeting

- a. K. Britain motions to adjourn
- b. M. Jacobs seconds
- c. Motion passes unanimously
- d. Meeting adjourned at 4:08 PM