

Cedar Riverside Community School  
1610 S. 6th Street, Suite 100  
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**Minutes**  
**Board of Directors Meeting**  
**August 8, 2018**

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

**Board Members Absent:** Fadumo Abdullahi, Mohamed Khayre, Michelle Jacobs

**Others in Attendance:** Bert Strassburg

1. Call to Order
  - a. S. Berven called the meeting to order at 4:35 PM
2. Reading of the Vision, Mission, & Values
3. Approval of the Agenda
  - a. M. Currie motions to approve the agenda with the addition of open positions to new business
  - b. E. Bentley seconds
  - c. Motion passes unanimously
4. Consent Agenda
  - a. Minutes Board meeting 7.11.18
  - b. Minutes Special Board meeting 7.12.18
  - c. Minutes Special Board meeting 7.17.18
  - d. Minutes Special Board meeting 7.23.18
  - e. Minutes Special Board meeting 7.25.18
  - f. Minutes Special Board meeting 7.30.18
  - g. Minutes Special Board meeting 8.1.18
  - h. Minutes Special Board meeting 8.6.18
  - i. Recommendation for changes to Policy 2.4.2--Prohibition of Sexual, Religious, and Racial Harassment and Violence
  - j. Recommendation for changes to Policy 4.5.3--Employee Ethics & Conflicts of Interest
  - k. Recommendation for changes to Policy 4.6.1--Health and Safety Including Employee Right to Know
  - l. Recommendation for addition of Policy Employee Disability Nondiscrimination
  - m. Recommendation for addition of Policy Employee Sex Nondiscrimination
  - n. E. Bentley motions to approve the consent agenda
  - o. K. Britain Seconds
  - p. Motion passes unanimously
5. Public Comment
  - a. None
6. Old Business

- a. Employee handbook
  - i. Chapters 1-6
  - ii. Chapters 10-11
    - 1. Discussed legal counsel's recommendations for revisions and noted additional revisions to make
    - 2. E. Bentley makes motion to approve the following: Title IX coordinator: Marie Gateley, Human Rights officer: Marie Gateley, and 504 Coordinator Ayan Jama
    - 3. K. Britain seconds
    - 4. Motion passes unanimously

7. New Business

- a. Financial Report through July, 2018
  - i. No full financial report for July
  - ii. Very little activity at this time
  - iii. July financials will be included with August financial report
  - iv. Will look at Cadan contract
  - v. E. Bentley motions to approve Supplemental Financial Data report
  - vi. K. Britain seconds
  - vii. Motion passes unanimously
- b. Recommendation for hire--Bert Strassburg, Executive Director
  - i. E. Bentley makes a motion to approve Bert Strassburg as the CRCS Executive Director under the terms of the at-will employment agreement discussed previously
  - ii. K. Britain seconds
  - iii. Motion passes unanimously
- c. Addition of signer to bank accounts
  - i. E. Bentley motions to add Bert Strassburg and Malcolm Currie as signers to all CRCS bank and financial accounts
  - ii. K. Britain seconds
  - iii. Motion passes unanimously
- d. E. Bentley motions to approve **Designation of Identified Official with Authority for the MDE External User Access Recertification System** The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Bert Strassburg to act as the Identified Official with Authority (IOwA) and Val Peterson to act as the IOwA to add and remove names only for the Cedar Riverside Community School 4004-07.
  - i. K. Britain seconds
  - ii. Motion passes unanimously
- e. PTO requests
  - i. Bert Strassburg will handle employee PTO requests, including request submitted to Board
- f. Salary increase
  - i. Table

- g. Added agenda item: Open positions
  - i. Discussion regarding positions to be filled

## 8. Board Updates

- a. Annual meeting
  - i. S. Berven makes a motion to create Annual Meeting committee
  - li. M. Currie Seconds
  - lii. Motion passes unanimously
  - lv. K. Britain and M. Jacobs will serve on the committee
- b. Future Board meeting date
  - i. Special meeting August 13, 2018 at 2:00 PM
  - li. Regular meeting September er, 2018 at 4:30 PM

## 9. Committee Reports

- a. Behavior Philosophy Committee (M. Currie, K. Britain, & M. Jacobs)
  - i. Shared history of student behavior trends and rationale for committee
  - li. E. Bentley makes motion to disband committee
  - lii. K. Britain seconds
  - lv. Motion passes unanimously
- b. Website Committee (M. Jacobs & E. Bentley)
  - i. Discussed need for website to be multilingua
  - li. Need a parent portal
  - lii. Need teacher website
  - lv. Committee will talk to staff and will work with Bert Strassburg

## 10. Director's Report

- a. No report

## 8. Adjourn Meeting

- a. Next regular Board meeting is September 12th, 2018 at 4:30 PM
- b. E. Bentley motions to adjourn meeting
- c. K. Britain seconds
- d. Motion passes unanimously
- e. Meeting adjourned at 6:50 PM