

Cedar Riverside Community School
1610 S. 6th Street, Suite 100
Minneapolis, MN 55454
Phone: 612-339-5767
Fax: 612-339-2951

Minutes
Board of Directors Meeting
January 16, 2019

Board Members in Attendance: Abdullahi Alibarre, Sonja Berven, Kia Britain, Malcolm Currie, Michelle Jacobs, and Julie Landswerk

Board Members Absent: Fadumo Abdullahi

Others in Attendance: Bert Strassburg and Brenda Kes (Bergan KDV)

1. Call to Order
 - a. S. Berven called the meeting to order at 4:32 PM
2. Reading of the Vision, Mission, & Values
3. Approval of the Agenda
 - a. M. Jacobs motions to approve the agenda with the addition of item under New Business: Board Member Resignation
 - b. J. Landswerk seconds
 - c. Motion passes unanimously
4. Public Comment
 - a. None
5. Consent Agenda
 - a. Minutes Board meeting 12.12.18
 - b. Recommendation for hire--Michelle Buresch, Special Education Teacher
 - c. Recommendation for hire--Amina Abdullahi, PreK Cultural Liaison Assistant
 - d. Recommendation for hire--Faisa Nur, Food Service Assistant
 - e. M. Currie motions to approve the consent agenda
 - f. K. Britain seconds
 - g. Motion passes unanimously
6. Old Business
 - a. Vendor Contract--Cadan Technologies
 - i. Finance Committee met with Charlie from Cadan Technologies and discussed the services they provide for CRCS
 - ii. There are many supports they provide that are not visible to staff on a regular basis such as technology security, server support, data backup, systems updates, routine maintenance, and systems support including all operating components
 - iii. They also provide website support under a separate contract
 - iv. Finance Committee determined that for the cost of the Cadan Technologies contract, CRCS receives a great deal of support and assistance and it is the most efficient and cost effective way to keep our technological infrastructure operating smoothly
 - v. Cadan Technologies will come to present to the staff the services and supports they can provide to them directly and as a school
 - vi. M. Currie motions to extend the Cadan Technologies contract through June 30, 2019
 - vii. J. Landswerk seconds
 - viii. Motion passes unanimously
7. New Business
 - a. Financial report through December 31, 2018

- i. We are 50% through the FY, we have received 49% of revenues and spent 42% of expenditures
 - ii. Enrollment is at 143 students
 - iii. Cash balance is high because enrollment was adjusted with MDE in December and it is not yet reflected in the financial report, but the cash balance will start to decrease
 - iv. Bergen KDV is currently working on the 990 tax filing which is due May 15th
 - v. They will also begin working on a budget proposal for FY 2020
 - vi. M. Currie makes a motion to approve the monthly financials
 - vii. M. Jacobs seconds
 - viii. Motion passes unanimously
- b. Policy 2.3 Board Committees and CRCS Bylaws Article 4 Section 13
- i. CRCS policy requires that the Board approve the membership and charge of all Board committees
 - ii. This past fall the Board approved the creation of four standing Board committees to facilitate Board work and approved their current membership, but did not create and approve charges for each committee
 - iii. Recommendation to establish a Chairperson for each committee and they work together to develop proposed committee charges to bring back to the Board for review
 - iv. Chairperson for the Annual Meeting Committee can be established at a later date when the work will commence for the 2019 Annual Meeting
 - v. S. Berven motions to approve M. Jacobs as Chair of the Finance and Facilities Committee, M. Currie as Chair of the Executive Director Evaluation Committee, and S. Berven as Chair of the Policy and Personnel Committee and to charge these Chairs with drafting charge statements for each of the Board committees for full Board review and approval
 - vi. M. Currie seconds
 - vii. Motion passes unanimously
- c. Hennepin County licensed school nurse consultation agreement
- i. It is not required to have a licensed school nurse
 - ii. However, this agreement can provide services that the school could use such as hearing and vision screening (particularly for students undergoing assessment for Special Education services), support for health programming, file reviews, professional development and support for the Health Coordinator, and education and classes for staff
 - iii. M. Currie motions to approve the consultation agreement
 - iv. J. Landswerk seconds
 - v. Motion passes unanimously
- d. Transportation
- i. CRCS has used Monarch Bus Company for 13 years
 - ii. This year there are a number of issues with the busses including inconsistent arrival times, long waits at bus stops, no consistent vehicles (busses and vans) or drivers
 - iii. Mr. Strassburg has talked to the bus company a number of times throughout the year and the issues continue to be unresolved
 - iv. Mr. Strassburg met with them again and clearly told them that families need consistency and they are not following through on their contract and may cause us to lose families because of the ongoing issues
 - v. For December, Monarch gave a \$2,000 credit as compensation for the problems they have caused
 - vi. Monarch recommended CRCS give them 30-days notice of dissolution of the contract as they are unable to resolve the issues as this is an ongoing problem they are having with multiple schools

- vii. We will look for other transportation solutions and when we are able to find a suitable replacement we will submit the notice to end the contract with Monarch
- e. Added agenda item: Board Member Resignation
 - i. Kia Britain submitted her resignation from the Board effective immediately
 - ii. The CRCS Board of Directors thanks Ms. Britain for her service to the school
 - iii. M. Currie motions to approve Kia Britain's resignation from the Board
 - iv. J. Landswerk seconds
 - v. Motion passes unanimously
- 8. Board Updates
 - a. Authorizer report
 - i. No discussion
 - b. MACS Training
 - i. S. Berven has not received a response to her multiple requests regarding training for the Board
 - ii. She will continue to reach out to MACS to set up a time to provide training
 - c. Board Member Update
 - i. Parent Board Member, F. Abdullahi, has become ineligible to serve on the Board since she did not begin New Member Training within the first six months of being seated on the Board as required by statute
 - ii. There is now a Parent and Teacher member vacancy
- 9. Committee Reports
 - a. Annual Meeting Committee
 - i. No report
 - ii. Inactive committee until July 2019
 - b. Executive Director Evaluation Committee (S. Berven, M. Currie, & M. Jacobs)
 - i. No report
 - c. Policy & Personnel Committee (S. Berven, M. Currie, & Bert Strassburg)
 - i. No report
 - d. Finance & Facilities Committee (M. Jacobs, Bert Strassburg, & Brenda Kes)
 - i. Current catering service (student breakfast and lunch) owes CRCS some money and this is getting worked out by Mr. Strassburg, Office Manager, and Bergan KDV
- 10. Director's Report
 - a. Enrollment
 - i. Enrollment has increased 6 students (to 150 students) since last month
 - ii. However, enrollment is down 9 students since June 2018 (at 159 students) and is 25 fewer students than anticipated to enroll (175) at the beginning of the current school year.
 - iii. We are keeping the budget based on 143 ADM in order to be conservative
 - b. Data Report
 - i. Mr. Strassburg presented MCA reading, math, and science data (2014-2018) provided by MDE which shows how CRCS scores compare to the state average as well as other schools (Twin Cities International, Dugsi Academy, and Anne Sullivan--MPS)
 - ii. CRCS' scores fall below the state average and Twin Cities International, but are comparable or slightly above those of Dugsi Academy and Anne Sullivan
 - c. School Leadership Team
 - i. Mr. Strassburg assembled a School Leadership Team to help advise him and move the school forward
 - ii. Team is a representative cross-section of areas in the school
 - iii. Team met for the first time on January 14th
 - iv. Mr. Strassburg has developed a set of core questions to help guide their focus and their work
 - d. University of WI Eau Claire students

- i. Students visited CRCS January 7th-11th and worked in the classrooms as part of a cultural immersion field experience in the community
- ii. This is an annual partnership between CRCS and UW Eau Claire
- iii. Very positive experience for both schools
- iv. CRCS looks forward to continuing the partnership in the future

11. Adjourn Meeting

- a. Next meeting February 13, 2019 at 4:30 PM
- b. M. Jacobs motions to adjourn meeting
- c. K. Britain seconds
- d. Motion passes unanimously
- e. Meeting adjourned at 6:16 PM

