

Cedar Riverside Community School
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Minutes
Board of Directors Meeting
March 13, 2019

Board Members in Attendance: Abdullahi Alibarre, Sonja Berven, Malcolm Currie, Tracie Gillund, Michelle Jacobs, and Janet Youngers

Board Members Absent: None

Others in Attendance: Bert Strassburg, Brenda Kes (BerganKDV), Samantha Diaz (PUC), and John Edison (Rupp, Anderson, Squires, & Waldspurger, P.A.)

1. Call to Order
 - a. S. Berven called the meeting to order at 4:31 PM
 - b. S. Berven took role of Board members in attendance
2. Reading of the Vision, Mission, & Values
3. Approval of the Agenda
 - a. M. Jacobs motions to approve the agenda with the addition of a Closed Session for preliminary consideration of allegations against individuals subject to the Board's authority and an Open Session for possible action(s) related to the closed session
 - b. J. Youngers seconds
 - c. Motion passes unanimously
4. Consent Agenda
 - a. Minutes Board meeting 2.13.19
 - b. Employee resignation--Kristen Mandt (effective 3.11.19)
 - c. Employee resignation--Anne Pass (effective 3.25.19)
 - d. M. Currie motions to approve the consent agenda
 - e. T. Gillund seconds
 - f. Motion passes unanimously
5. Public Comment
 - a. Anne Pass read a prepared, written statement regarding her resignation
6. Old Business
 - a. Board committees
 - i. Tabled
 - b. FY 2019-2020 Budget preliminary presentation
 - i. Brenda Kes presented assumptions for next year's budget
 - ii. 2% increase in revenue and spending
 - iii. ADM 154
 - iv. \$138,000 decrease in compensatory funds due to low enrollment
 - v. Low enrollment will impact the FY 2020-2021 budget more than next year
 - vi. 2.5% increase in salaries according to approved salary schedule
 - vii. In order to get to a 15% fund balance next year, we will need to cut \$130,000
 - viii. If no cuts are made, there will be an projected 8% fund balance
7. New Business
 - a. (added agenda item) CLOSED SESSION for preliminary consideration of allegations against individuals subject to the Board's authority (Minn. Stat. § 13D.05, subd. 2(b))
 - i. One person, against whom allegations have been made, requested that the session remain closed

- ii. The other person, against whom allegations have also been made, requested that the session be open which will follow the closed session
 - iii. J. Youngers motions to go into closed session for preliminary consideration of allegations against individuals subject to the Board's authority
 - iv. M. Jacobs seconds
 - v. Motion passes unanimously
 - vi. J. Younger motions to return to open session
 - vii. A. Alibarre seconds
 - viii. Motion passes unanimously
 - ix. The person against whom allegations have been made and requested that the session be open, rescinded the request for an open session for preliminary consideration of allegations against him.
 - x. Allegations against him were considered in closed session.
- b. (added agenda item) OPEN SESSION for possible action(s) related to closed session
- i. J. Youngers motions to authorize S. Berven to take the actions discussed in closed session
 - ii. M. Jacobs seconds
 - iii. Motion passes unanimously
- c. Financial report through February 28, 2019
- i. Two-thirds of the way through the fiscal year
 - ii. Cash balance of \$757,888
 - iii. We are at 65% of budgeted revenue and 62% of expenditures
 - iv. Enrollment is at 144
 - v. 990 tax return is due May 15th
 - vi. Will look at other grant options for more revenue
 - vii. M. Jacobs makes a motion to approve the monthly financials
 - viii. J. Youngers seconds
 - ix. Motion passes unanimously
 - x. At 6:37 PM, M. Currie motions to extend the meeting to 7:00 PM
 - xi. M. Jacobs seconds
 - xii. Motion passes unanimously
- d. FY 2018-2019 Revised budget
- i. J. Youngers motions to approve the FY 2018-2019 revised budget
 - ii. A. Alibarre seconds
 - iii. Motion passes unanimously
- e. Violation of Code of Ethics for MN Teachers--former employee
- i. The former Executive Director, Randy Vetsch, wrote a letter of recommendation for a CRCS employee on CRCS letterhead and signed the letter as the Executive Director on June 25, 2018 which was two months after he resigned as an employee of CRCS
 - ii. Presented proposed letter to send to Mr. Vetsch informing him that this conduct is in violation of the Code of Ethics for MN Teachers and is unacceptable
 - iii. Discussed filing a complaint with the MN Board of Teaching
 - iv. M. Jacobs motions to send the proposed letter to Mr. Vetsch and to file a complaint with the MN Board of Teaching regarding his violation of the Code of Ethics
 - v. A. Alibarre seconds
 - vi. Motion passes unanimously
- f. CLOSED SESSION: Evaluation of performance of Executive Director, Bert Strassburg (Minn. Stat. § 13D.05, 3(a))
- i. J. Youngers motions to go into closed session for evaluation of performance of the Executive Director
 - ii. T. Gillund seconds

- iii. Motion passes unanimously
- iv. J. Youngers motions to return to open session
- v. M. Currie seconds
- vi. Motion passes unanimously

8. Board Updates

- a. Authorizer report
 - i. Tabled
- b. Board member updates
 - i. Tabled
- c. Board Training
 - i. Tabled
- d. Board Secretary appointment
 - i. Tabled

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. Tabled
- c. Policy & Personnel Committee (S. Berven, M. Currie, & Bert Strassburg)
 - i. Tabled
- d. Finance & Facilities Committee (M. Jacobs, Bert Strassburg, & Brenda Kes)
 - i. Tabled

10. Director's Report

- a. Enrollment
 - i. Tabled
- b. Professional Learning Communities (PLCs)
 - i. Tabled
- c. ADSIS Application
 - i. Tabled

11. Adjourn Meeting

- a. Next regular meeting is April 17, 2019 at 4:30 PM
- b. Will hold a special Board meeting on April 8, 2019 at 5:30 PM to work on the Executive Director evaluation and complete some of the agenda items not addressed in this meeting
- c. M. Jacobs motions to adjourn meeting
- d. J. Youngers seconds
- e. Motion passes unanimously
- f. Meeting adjourned at 7:29 PM