

1610 S. 6TH STREET
MINNEAPOLIS, MN 55454



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Minutes
Board of Directors Meeting
October 9, 2019

Board Members in Attendance: Sonja Berven, Roshin Gelle, Jennifer Van Haften, and Janet Youngers

Board Members Absent: Abdullahi Alibarre

Others in Attendance: Bert Strassburg and Fadli Mohamed

1. Call to Order
 - a. S. Berven called the meeting to order at 5:36 PM
2. Reading of the Vision, Mission, and Values
 - a. Read aloud by J. Youngers
3. Approval of the Agenda
 - a. J. Youngers motioned to approve the agenda
 - b. J. Van Haften seconded
 - c. Motion passed unanimously
4. Consent Agenda
 - a. Minutes Board meeting 9.11.19
 - b. Vendor contract--Strategic Staffing Solutions
 - i. J. Van Haften motioned to approve the consent agenda
 - ii. R. Gelle seconded
 - iii. Motion passed unanimously
5. Public Comment
 - a. None
6. Old Business
 - a. CRCS Bylaws--Article 4, Sections 2 and 3
 - i. Tabled
 - b. Strategic Planning
 - i. MN School Boards' Association (MSBA) has a strategic planning division that may be a good resource during the process
 - ii. Propel Nonprofits may be another option as well
 - iii. Mr. Strassburg is working on getting more information
 - iv. The aim is to have strategic focus areas in place by March in order to drive next year's decision-making
 - v. Board committee could work on the planning process
 - vi. S. Berven motioned to form a Strategic Planning Committee
 - vii. J. Youngers seconded
 - viii. Motion passed unanimously
 - ix. J. Youngers motioned to appoint S. Berven, Ms. Jama, Mr. Strassburg, J. Van Haften, and J. Youngers as members of the Strategic Planning Committee
 - x. R. Gelle seconded
 - xi. Motion passed unanimously
7. New Business
 - a. Financial report through September 30, 2019

- i. Mr. Strassburg provided the financial report
 - ii. Budgeted for 154 ADM
 - iii. Assets:
 - 1. Cash \$834,373
 - 2. State receivables \$64,049
 - iv. Liabilities:
 - 1. Accounts payable \$25
 - 2. Salary payable \$0
 - v. Revenue:
 - 1. General fund \$562,845
 - 2. Food service fund \$0
 - 3. Community service fund \$0
 - vi. Expenses:
 - 1. General fund \$438,314
 - 2. Food service fund \$3,217
 - 3. Community service fund \$0
 - vii. Received 20% of adopted budget, spent 15% of adopted budget, and we have completed 25% of the FY
 - viii. FY 2019 audit is almost complete
 - ix. R. Gelle motioned to approve the financial report
 - x. J. Van Haften seconded
 - xi. Motion passed unanimously
- b. Middle School Programming
- i. As the school moves forward and develops the best program for the students served, need to address the questions: “What is the best structure for our school? Are we preparing students for high school? What is best for students?”
 - ii. Historically, CRCS has had lower enrollment in middle school than in elementary grades
 - iii. As a small school, CRCS has also not been able to provide the kinds of programs other middle schools have such as elective classes, choices, and diversity of learning experiences
 - iv. Financially, middle school students generate more revenue but programming costs are greater than elementary programs
 - v. Would CRCS be more effective as a PreK-5th grade school? Is that fiscally more sustainable than being a PreK-8th grade school?
 - vi. If CRCS were to eliminate the middle school program, what would be the impact on the families and the community? Registration for Minneapolis Public Schools is in January so a decision would need to be made prior to that to ensure families have enough time to find alternative schools for students in middle school next year
 - vii. Mr. Strassburg and S. Berven will work to generate a report that will outline the pros and cons of middle school programming at CRCS looking at the financial impact, competition, middle school options available to the community, space and facilities, and options for phasing in expanded elementary program
8. Board Updates
- a. Authorizer report
 - i. Annual formal site visit with PUC is on October 30th
 - ii. Continued discussion from previous month’s Board meeting regarding authorizer role and oversight process
 - iii. PUC contacted Mr. Strassburg to arrange a meeting with the staff to present information from their conference, however the Board was not included in the communication or invited to receive the same information

- iv. Concerns raised about the side-stepping of the Board and the authorizer working directly with staff, contrary to the protocol of having the relationship between authorizer and Board
- v. Historically, this exclusion of the Board by PUC has been detrimental to the school and the working relationship between the Board and PUC
- vi. Discussed and delegated to S. Berven to draft a letter to PUC explaining these concerns and the Board's request that they go through the Board and not directly to staff

b. Training: State Data Practices Law

- i. Mr. Strassburg presented information regarding Minnesota's data practices laws
- ii. He discussed the statement of assurances that stipulates the school is preserving a separation of church (religion) and state (school); definitions of public and private data; and the importance and parameters regarding confidentiality throughout the school, including the Board of Directors

9. Committee Reports

a. Annual Meeting Committee (*inactive until January 2020*)

- i. No report

b. Executive Director Evaluation Committee (S. Berven & J. Youngers--inactive until September 2019)

- i. Met in September to review the action steps the Board requested of Mr. Strassburg at the conclusion of his evaluation last spring
- ii. The only adjustments the committee recommends to these action steps is the timeline for reporting to the Board
- iii. Next, the committee will work on revising the Executive Director evaluation tool

c. Policy & Personnel Committee (S. Berven, Bert Strassburg, & J. Youngers)

- i. Committee is still working on the Behavior/Discipline Policy and Succession Plan
- ii. Committee will also work on a Board business calendar, Executive Director reporting calendar, administrative job descriptions, and Board officer descriptions

d. Finance & Facilities Committee (J. Youngers & Bert Strassburg)

- i. The landlord, Sherman & Associates, will tour the facilities to better understand our requests in the lease renewal process and assess the state of the spaces we lease
- ii. Our lease agreement expires June 30, 2020

e. Parent Partnership Committee (A. Alibarre, S. Berven, & Bert Strassburg)

- i. First Parent Partnership meeting took place on September 18th
- ii. Committee explained our purpose and expressed the Board's desire to foster a better and closer partnership with families in order to better understand families' needs and how the school can better serve the students and community
- iii. Parents were very receptive and happy to share their thoughts
- iv. Parents expressed they want more communication--from the Board, Executive Director, and classrooms and in both digital and paper forms
- v. Parents are excited about the changes taking place, but feel they need to have a better understanding about how the processes change for them as well, such as how they will be getting the information they need and who to go to for what information

10. Director's Report

a. SY 2019-2020 updates

- i. Mr. Strassburg reported that he is implementing Responsive Classroom as a more positive and effective classroom and expectation management system
- ii. There have been some challenges for staff, students, and families as this is a new system for all and many staff are new and are still early in the process of developing relationships with students
- iii. Staff will be taking time to conference with students and parents to help foster relationships and partnerships and discuss the challenges

- iv. Mr. Strassburg reported that more support is needed and recommends adding hall monitors, lunchroom and playground supervision, an additional behavior interventionist, and additional administrative support
- v. Policy & Personnel Committee delegated the task of looking at ways to support the administration and leadership so students and staff get the support they need

b. Enrollment

- i. Mr. Strassburg reported that enrollment is currently 153 students
- ii. He also reported that enrollment will fluctuate a bit, particularly early in the year as families search for a school that meets their needs
- iii. October's enrollment will be reported to MDE and will be used for future funding

c. After School Programming

- i. Mr. Strassburg reported that the school is no longer partnering with Mind Foundry as they were unable to provide the programming and staffing promised
- ii. We will be taking on the after school programming internally
- iii. Staff are already beginning to start some after school clubs for students

11. Adjourn Meeting

- a. Next Board meeting will be on November 13, 2019 at 5:30 PM in the school's office
- b. J. Van Haften motioned to adjourn
- c. J. Yungers seconded
- d. Motion passed unanimously
- e. Meeting adjourned at 8:07 PM