

1610 S. 6TH STREET
MINNEAPOLIS, MN 55454



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Minutes
Board of Directors Meeting
January 15, 2020

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

Board Members Absent: None

Others in Attendance: Bert Strassburg and Fadli Mohamed

1. Call to Order
 - a. S. Berven called the meeting to order at 5:30 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. A. Alibarre seconded
 - c. Motion passed unanimously
4. Consent Agenda
 - a. Minutes Board meeting 12.11.19
 - b. 2018-2019 Annual Report
 - c. Strategic Planning Committee charge statement
 - d. Vendor contract--Strategic Staffing Solutions, Special Education DCD consultant
 - i. S. Berven motioned to approve the consent agenda with the removal of the 12.11.19 Minutes
 - ii. J. Youngers seconded
 - iii. Motion passed unanimously
 - iv. S. Berven motioned to approve Minutes Board meeting 12.11.19
 - v. H. Lodge seconded
 - vi. Motion passed with S. Berven, R. Gelle, H. Lodge, J. Van Haften, and J. Youngers voting in favor of the motion and A. Alibarre abstained from voting since he was not present for the 12.11.19 Board meeting
5. Public Comment
 - a. A parent commented that he wanted to see the school improve its academic program and wants to know what is going on academically.
6. Old Business
 - a. Consideration of change in Board governance structure (CRCS Bylaws Article 4, section 3)
 - i. Discussed the information that came out of the Community Comment session at the special Board meeting on January 9, 2020
 - ii. Overwhelmingly, parents expressed they desired for parents to have an equal voice on the Board and support a change from a teacher-majority to a Board with no clear majority
 - iii. Discussed a comment made that the community member should come from the culture in the community and the value a community member brings to the Board such as specific expertise that benefits the school or a community connection
 - iv. Suggested that a Board composition could consist of two parents, two teachers, two community members, and one non-specified member

- v. Board could set recruiting goals that would aim to attract at least one community member from the immediate community to reflect the culture and the other could bring specific expertise the Board needs either from the immediate or greater Minneapolis area
- vi. The non-specified member could come from any of the three categories
- vii. J. Youngers motioned to approve a change in the Board's governance structure from a teacher-majority Board to a Board with no clear majority
- viii. J. Van Haften seconded
- ix. Motion passes unanimously
- x. J. Youngers will present the potential change to staff and facilitate a teacher vote on the proposal on Friday January 17, 2020

7. New Business

a. Financial report through December 31, 2019

- i. Budgeted for 154 ADM
- ii. Assets:
 - 1. Cash \$631,432
 - 2. State receivables \$110,192
- iii. Liabilities:
 - 1. Accounts payable \$42,058
 - 2. Salary payable \$62,451
- iv. Revenue:
 - 1. General fund \$1,061,124
 - 2. Food service fund \$48,053
 - 3. Community service fund \$15,175
- v. Expenses:
 - 1. General fund \$1,185,286
 - 2. Food service fund \$65,353
 - 3. Community service fund \$24,215
- vi. Received 39% of adopted budget, spent 44% of adopted budget, and we have completed 50% of the FY
- vii. FY 2020 lease aid is still not approved for CRCS and needs to be completed in January
- viii. J. Van Haften motioned to approve the financial report
- ix. A. Alibarre seconded
- x. Motion passed unanimously

b. Consideration of change in CRCS banking institution

- i. In December, the banking institution CRCS uses forgot to run payroll and staff were not paid on-time
- ii. The issue was eventually resolved, but it was an egregious error on the bank's part
- iii. TAG recommends looking for a different institution and will recommend banks that have worked with charter schools and will most likely not be a large bank
- iv. J. Youngers motioned to authorize Bert Strassburg to work with TAG to seek a different banking institution
- v. H. Lodge seconded
- vi. Motion passed unanimously

c. Budgeting process and timeline

- i. Mr. Strassburg will work with TAG to look at the current budget and see how they can budget and code items more efficiently
- ii. He will bring a preliminary draft of next year's budget to the meeting in February
- iii. In March or April he will bring a second draft
- iv. Hope to have final approval of a budget in May

d. Lease negotiations with Sherman Associates

- i. The process is moving forward. Lease is up at the end of June 2020.
- ii. Sherman Associates has offered us a 10-year lease.
- iii. They will also replace carpeting and paint
- iv. Working on securing a student drop-off/pick-up space
- v. They also seem open to additional signage
- vi. They said they would not pay for a keyless entry security system, but CRCS could install one at our expense
- vii. Hope to wrap-up negotiations in February or March.

8. Director's Report

- a. SY 2019-2020 updates
 - i. Mr. Strassburg reported he held Coffee with the Administrator today where they discussed Class Dojo (which is required for all teachers to use) to communicate with parents, establishing a PTA, the need for parent support with end-of-the-day dismissal, internet and technology safety, and holding an information session about vaping.
- b. Enrollment
 - i. Enrollment is currently at 141
- c. UW Eau Claire student visitors
 - i. 5 UW Eau Claire students participated in their Cultural Immersion program which includes volunteering at CRCS for a week
 - ii. This is a continuation of a great partnership that we have had for several years
- d. All-school marble competition
 - i. Classes earned marbles from other classes for positive behavior
 - ii. They met a school-wide goal and it built a sense of community

9. Committee Reports

- a. Annual Meeting Committee (H. Lodge & R. Gelle)
 - i. Working on a committee charge statement
- b. Executive Director Evaluation Committee (S. Berven & J. Youngers--inactive until September 2019)
 - i. No report
- c. Policy & Personnel Committee (S. Berven, Bert Strassburg, & J. Youngers)
 - i. Committee has been working on a new organizational chart and administration structure
 - ii. Some of this work will overlap with the Strategic Planning Committee's work
- d. Finance & Facilities Committee (J. Youngers & Bert Strassburg)
 - i. No report
- e. Parent Partnership Committee (A. Alibarre, S. Berven, & Bert Strassburg)
 - i. Parents have expressed that they would like a connection with the Board and would like a morning and evening meeting option
 - ii. Committee will host the next meeting with parents on January 28, 2020 at 6:00 PM
- f. Strategic Planning Committee (S. Berven, Ayan Jama, Bert Strassburg, J. Van Haften, & J. Youngers)
 - i. Committee will work on a process for engaging in strategic planning in the next couple of weeks

10. Board Updates

- a. Authorizer Report
 - i. No discussion
- b. Board officers election (CRCS Bylaws Article 5, sections 1-11_)
 - i. J. Van Haften motioned to elect Sonja Berven as Chair, Janet Youngers as Vice Chair, and Hannah Lodge as Treasurer
 - ii. R. Gelle seconded
 - iii. Motion passes unanimously
 - iv. Board will re-elect officers in July 2020 when new Board members are seated

11. Adjourn Meeting

- a. Next Board meeting will be on February 12, 2020 at 5:30 PM in the school's office

- b. J. Youngers motioned to adjourn
- c. H. Lodge seconded
- d. Motion passed unanimously
- e. Meeting adjourned at 7:06 PM