

**Cannon River STEM School**  
Board of Directors Meeting  
Thursday, October 8, 2009, 7:00 PM  
CRSS Cafeteria

MINUTES

- I. Call to Order: 7:05  
Present: Erica Zweifel, Chris Broden, Rob Hardy, Caren Putrah, Teri Menard, Deb Scheil, Cheryl Freund, Gary Engstrom. Guests: Sara DuChene (parent); Mark Beltz (BKDA), Mike Pocrnich (BKDA).  
Absent: Nalani McCutcheon
- II. Changes to Agenda/Approval of Agenda. Deb Scheil requested that the agenda include a faculty report. This was added to the end of the agenda ahead of “future meetings.”
- III. Public Comment – Sara DuChene asked for agendas to be posted on website prior to each meeting
- IV. Teri Menard moved to approve the September 10<sup>th</sup> Minutes. Chris Broden seconded. Motion passed.
- V. Executive Director Report
  - a. The director is absent: Deb Scheil represented the director
- VI. Board Reports
  1. Finance Committee Report – We are in a good situation for a first year school - Belz, Kes, Darling & Associates (BKDA)
    - a. Review of Monthly Financial Report for September 2009
    - b. BKDA explained a new method for financing the holdback through Charter School Capital Corporation. They will purchase your state receivables (the 27% holdback). Then the state will owe them (not you). This program gives the school a better interest rate (opposed to a bank line of credit) and lower costs. BKDA recommends that we get the initial paperwork done. They require a two-year contract.
    - c. BKDA raised a need to look at long-range budget model and sustainable enrollment. The Finance Committee will take this on.
    - d. UFARS – BKDA apologized for the failure to meeting the UFARS deadline. (This prevented CRSS from getting the state Finance Award and is a violation of Minnesota State statutes.) And stated that the lack of responsiveness following the event is inexcusable. Customer support is of prime importance to BKDA. They assured us that systems and procedures are in place to prevent this from happening again. They have assigned a new liaison and agreed to forgive a one-months payment to help regain our confidence.
    - e. Board treasurer recruitment – The Board discussed the need for recruiting someone to fill the Treasure slot. Names will be given to Catherine McBride or Erica Zweifel for consideration by the Board.
  2. MACS membership resolution. Voting on the resolution is tabled until next meeting so that Nalani McCutcheon can explain the importance of this membership to the school.
  3. Teri Menard moved to approve Policies 406 (approve records release form) and 407 as revised. Second was by Chris Broden. Motion passed.

4. After an explanation by Rob Hardy, Erica Zweifel moved that we adopt the resolution to adopt the Minnesota School Board Association (MSBA) School Board Standards. Second was by Teri Menard. The motion passed.
5. Attendance at ACNW Board Training Retreat, Friday evening through Saturday, Nov. 20-21. Teri Menard Rob Hardy, Caren Putrah and Cheryl Freund are all interested in going. Rob Hardy will get cost and other information to the Board.

VI. Faculty report.

VII. Future meetings

Thursday, November 12, 7:00 p.m., in the CRSS cafeteria (Caren Putrah will not be able to attend).

Thursday, December 10, 7:00 p.m., in the CRSS cafeteria

VIII. Erica Zweifel moved to adjourn. Second by Chris Broden. Motion passed.

*Our mission is to foster each student's innate curiosity and joy of discovery and to address the growing need for improved science, technology, engineering, and mathematics education, locally, in Minnesota, and nationally.*

*Our vision is to be the preeminent leader in Science, Technology, Engineering, and Mathematics education in Minnesota by combining academic rigor with social responsibility and mastery of the process of scientific inquiry.*