

Cannon River STEM School

Minutes of the Board Meeting: June 9, 2009

| | Name | Responsibility |
|---|-------------------|-----------------------|
| P | Chris Broden | Director |
| P | Gary Engstrom | Secretary |
| P | Rob Hardy | Director |
| P | Penny Kelly | Treasurer |
| P | Erica Zweifel | Chair |
| P | Nalani McCutcheon | Ex-officio |

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|---|---------------|---------------|
| A | Katie Kleese | Sponsor Rep |
| A | Mike Pocrnich | Vendor - BKDA |

Call to order, 12:00 p.m. by Erica Zweifel

Agenda

1. **Approve minutes from May 31:** Penny Kelly moved and Rob Hardy second: To approve minutes as amended.
2. **Approve Agenda:** Rob Hardy moved and Penny Kelly second to approve the agenda. Motion passed.
3. **Public comment period** – Attendee supported the need for transportation between Northfield and Faribault.
4. **Board:**
 - a. Board/Sponsor Report: Ready to Open Meeting June 23rd at 3:00 PM in St Paul
 - b. Start Nominating process for Deb Scheil
5. **Committee Reports:**
 - a. Facilities: Chris Broden –
 - b. Budget: Penny Kelly –
 - 1) Recommendations for school year 2009-2010.
 - 2) Budget report June deadline.
 - 3) CSP Grant modification has been approved.
 - 4) CSP Implementation Grant application due July 21, 2009 – Erica will check in with Chris Broden and Nalani McCutcheon as the deadline approaches.
6. **Director Reports:** Nalani McCutcheon –
 - a. Director training schedule, June 15-19, 2009 – Nalani will attend all sessions with appropriate representation from CRSS.
 - b. Special Education Director.
 - c. Office Manager – Four candidates have been interviewed and prioritized. Hiring will be delayed until the budget has been approved.
7. Roles and responsibilities of Director, Curriculum Coordinator and Lead Teacher – Nalani will provide.
8. School lunch – Nalani McCutcheon: Additional bids expected.
9. Recruitment plans – There are two openings in second grade. Will use existing networks to get the word out.
10. **Enrolment update:** -
 - a. We now have 60-65% of enrolment paper work completed with many parents promising to complete the paperwork soon.
 - b. Projections due June 11, 2009 – we will use 138 as the projected enrolment.
11. **Transportation Report:** Chris Broden provided a written report.
 - a. EcoTran provided a bid of \$18,920 inclusive for transportation between Northfield and Faribault for one school year. They would provide a 30-passenger vehicle. **Motion:** Penny

- Kelly moved and Rob Hardy second (Chris Broden voted against, by proxy): To accept the EcoTran bid. Motion passed.
- b. The transportation fee structure as follows was proposed: free lunch, no cost; reduced lunch, \$10 per month for 9 months; non-reduced, \$60 per month for 9 months. There is a \$80 per month cap per family. **Motion:** Gary moved and Penny Kelly second: To accept the fee structure.
 - c. Transportation survey due July 1: Nalani McCutcheon will provide.
12. **501(3)(c) status:** Rob Hardy – They are now processing January 2009 submissions.
 13. **Other Business:**
 - a. We will need to pay for another year of web hosting. Rob Hardy will work with Open Door Nursery to share this cost, which should be about \$53.73 each.
 - b. **Motion:** Penny Kelly moved and Rob Hardy second: To accept Nalani McCutcheon's expense report related to a mailing she paid for. Motion passed.
 14. **Next Meeting:**
 - a. Regular Meeting: July 14, 2009, at 12:00 p.m. at the school site – 1800 14th Street NE, Faribault, MN.
 15. **Motion:** Gary Engstrom moved and Penny Kelly second: To adjourn meeting. Motion passed.

Respectfully submitted,
Gary Engstrom