

Cannon River STEM School  
Board of Directors Special Meeting  
Tuesday, February 19, 2013 7:00 pm  
School Cafeteria

- I. Call to Order  
Teri called to order the Board of Directors meeting at 7:00 pm  
Attendance  
Present: Teri Menard (Chairperson), Caren Putrah (Secretary), Jen Walls, Shelly Cole, Marilyn Bongers, Jane Jirik, and Nalani McCutcheon (Executive Director, ex officio)  
Absent: Todd Rost  
Guests: None
  
- II. Approval of Agenda and Minutes
  - a. January and February minutes will both be approved in March
  - b. Shelly motioned to approve the February agenda, Jen seconded, all approved
  
- III. Public Comment
  - a. None in attendance
  
- IV. Reports
  - a. Financial Committee Report (Nalani)
    - i. Review of financial statement. Addressed general questions.
  - b. Board Education Chapter 1 (Teri)
    - i. History of Charter Schools overview
    - ii. Review Chapters 2 and 3 for the March board meeting by Jen, Review Chapter 4 for the April board meeting by Caren, Review Chapters 5 and 6 for the May board meeting by Marilyn
  - c. Board Training debrief from new board members
    - i. Shelly, Marilyn and Jane – Informative, interesting and educational
  - d. Staff Report (Jen)
    - i. Some board members did not receive the document that was submitted prior to the meeting therefore a brief overview of the document that was given.
  - e. Executive Director's Report (Nalani)
    - i. Staff development overview
    - ii. The re-application process for Ameri Corps volunteers has begun

- iii. The re-application process for a visiting Chinese teacher has begun
- iv. Working to establish a relationship with Carleton College to utilize the Zebra Fish curriculum that they developed
- v. Retired professor from Carleton College, STEM consultant for Mein mare, Asia
- vi. St. Olaf College Chemistry Department would like to begin working with us in circuitry and wind power
- vii. Elaine will be working with some 1<sup>st</sup> and 2<sup>nd</sup> grade students that excel in math, science and reading to further engage in gainful projects. For example, how can we implement a weather station on our campus?

V. Action Items

- a. Election of Officers (Feb 2013 – Feb 2014)
  - i. Chair – Teri Menard
  - ii. Vice Chair – Caren Putrah
  - iii. Treasurer – Todd Rost
  - iv. Secretary - Jen Walls
  - v. Caren motioned to appoint the officers as stated, Shelly seconded, all approved

VI. Discussion Items

- a. Raptor League Update (Shelly)
  - i. Working to finalize bylaws
  - ii. Planning a kick off meeting on 3/21
  - iii. Beginning in April, Raptor League will meet once month
- b. 2013-2014 School Calendar (Nalani)
  - i. Presented for review this month and approval at the March board meeting
- c. Lottery and Board Meeting
  - i. Continue to follow same format used last March

VII. Adjournment

- a. Jen motioned to adjourn, Marilyn seconded, all approved