

## Cannon River STEM School

Board of Directors Meeting

Thursday, August 17<sup>th</sup>, 2017 7:00 pm

Old Main, Den

I. Call to Order

Dante Hummel-Langerfeld called to order the Board of Directors meeting at 7:01 p.m.

Present – Nalani McCutcheon (Exofficio), Marilyn Bongers, Robin Finke, Dante Hummel-Langerfeld, Angela Rosendahl, Krista Ahlman

Missing – Deni Beundorf

Guests – Cheryl Wendt, Cora Packard, Kelly Rimpila (BKDA)

II. Approval of Agenda and June Minutes

Robin Finke motioned to approve the June Agenda, Angela Rosendahl seconded, all approved.

Angela Rosendahl motioned to approve the June Minutes, Robin Finke seconded, all approved.

III. Public Comment

No Public Comment

IV. Reports

a. Finance Committee Report (Nalani/BKDA reps) (See attached)

i. Fund Transfers as needed from Fund 01 to Fund 02 and Fund 04

b. Directors' Reports (Nalani & Cheryl) –

Nalani - Update of Facilities:

The kitchen floor tile has been removed, asbestos abated, so the floor was redone. The dishwasher is installed and ready to go.

Damian's space upstairs got a new air conditioner that is designed to run in 20 below weather.

The Chapel has a brand-new ramp.

The Middle School exterior block wall around the 5<sup>th</sup> grade classroom has fallen down and the fix has ended up being extensive and is in progress.

***At Cannon River STEM School, adults and children alike aspire to become excellent questioners, able to investigate the world with confidence and character. We are a K-8 public charter school in Faribault, MN with an emphasis on science, technology, engineering and math.***

***Cannon River STEM School's mission is to foster each student's innate curiosity and joy of discovery. We prepare students to become excellent questioners, scientific thinkers, and responsible citizens, who are able to contribute to the world with confidence and character. We achieve this through student-centered, collaborative and experiential learning, with an emphasis on the environment as an integrating context.***

Sound-absorbing tiles have been installed in the classrooms and the hallways in the middle school. They look great and make a huge difference.

We have a brand-new phone system. All of our extensions have four numbers rather than three.

We have a cafeteria compost facility fully constructed. We'll be composting a lot of our cafeteria waste. Stacey Sandler, Rick and Deb Scheil and Tess VanZuilen did a great job with the construction.

Parent Satisfaction Survey: (See Attached)

The Board talked about different times to have families fill out the survey, January conference times was suggested. We need to talk about this at the board meeting in December so this can be implemented at the January conferences.

Cheryl –

New Hires:

Ruth Lee, 2<sup>nd</sup> grade, was called to a different position in a different district, so she resigned. Caitlin Robertson moved to 2<sup>nd</sup> grade. Stephanie Hoeft replaced the 5<sup>th</sup> grade.

ELL position, Ben Rydberg joined us.

Larry Hoffer replaced Cassie Quammie.

Additional teacher for 7<sup>th</sup>/8<sup>th</sup> is Becca Batchelder.

Liz Nelson, our art teacher, resigned and Tiffany Wells replaced her.

Mr. Walters resigned and Kari Frankenberg replaced her.

Ms. Penning resigned and Cassie Spartz replaced her.

We're still looking for a behavior intervention specialist.

We posted for a paraprofessional position and a promise fellow.

***At Cannon River STEM School, adults and children alike aspire to become excellent questioners, able to investigate the world with confidence and character. We are a K-8 public charter school in Faribault, MN with an emphasis on science, technology, engineering and math.***

***Cannon River STEM School's mission is to foster each student's innate curiosity and joy of discovery. We prepare students to become excellent questioners, scientific thinkers, and responsible citizens, who are able to contribute to the world with confidence and character. We achieve this through student-centered, collaborative and experiential learning, with an emphasis on the environment as an integrating context.***

c. Curriculum Report (Cora) –

Working on math curriculum.

Blocked time for 5-8 math and Every Day Math is new version.

Math Corps is a new position. Nancy Bauer took the position.

Kathy Sandberg took the Reading Corps position.

Deb Scheil will train the Reading Corps position.

The staff did an amazing job this week helping with our new staff and teaching our philosophy.

d. Staff Report (Angela)

Stacey Sandler, Lauren Girard and Angela Rosendahl went to Audubon for 2 days this summer. They talked about the National Environmental Education Standards and how we can promote that with our staff and what we do here. We learned a lot about outdoor management and were excited to bring it back here to implement it.

V. Discussion Items

- a. Policy 531: Pledge of Allegiance
- b. Policy 515: Protection and Privacy of Student Records
- c. Policy 404: Criminal Background Checks Policy
- d. In absence of the Executive Director, authorize Assistant Director to sign timesheets, PTO forms, purchase orders, credit card purchases and initiate payroll.
- e. Board Governance
- f. Open Board Position

VI. Action Items

- a. Approve/Reject Policy 531: Pledge of Allegiance  
Marilyn motioned to approve Policy 531, Krista seconded, all approved.

***At Cannon River STEM School, adults and children alike aspire to become excellent questioners, able to investigate the world with confidence and character. We are a K-8 public charter school in Faribault, MN with an emphasis on science, technology, engineering and math.***

***Cannon River STEM School's mission is to foster each student's innate curiosity and joy of discovery. We prepare students to become excellent questioners, scientific thinkers, and responsible citizens, who are able to contribute to the world with confidence and character. We achieve this through student-centered, collaborative and experiential learning, with an emphasis on the environment as an integrating context.***

- b. Approve/Reject Policy 515: Protection and Privacy of Student Records  
Robin motioned to approve Policy 515, Angela seconded, all approved.
- c. Consider in the absence of the Executive Director, to authorize Assistant Director to sign timesheets, PTO forms, purchase orders, credit card purchases and initiate payroll  
Angela motioned to consider the authorization to Assistant Director to sign timesheets, PTO forms, purchase orders, credit card purchases and initiate payroll, Marilyn seconded, all approved.
- d. Approve New Hires: Rebecca Batchelder, Stephanie Hoeft, Larry Hoffer, Kari Frankenberg, Benjamin Rydberg, Cassie Spartz, Tiffany Wells  
Krista motioned to approve new hires, Robin seconded, all approved.
- e. Authorize Fund Transfer from Fund 01 to Fund 02  
Marilyn motioned to approve Fund Transfer from Fund 01 to Fund 02, Krista seconded, all approved.
- f. Annual Designations – State Bank of Faribault, ACH Transfer authority
  - i. Designate The State Bank of Faribault as our bank
  - ii. Collateralize Funds in Excess of FDIC insurance (currently at \$250,000) – need 110% of excess amount. We currently have coverage for \$2,025,000.
  - iii. Authorized signers at banks – Board Chair, Board Treasurer, and Executive Director
  - iv. Delegation of Authority to Make Electronic Funds Transfers
    - 1. Executive Director, Assistant Director (if approved above) and Kelly Rimpila or her designee at Beltz, Kes, Darling and Associates.  
Electronic Funds Transfers can be made for:
      - a. Payment of employee payroll direct deposits
      - b. Payment of federal, state, and unemployment taxes (deductions and/or benefits)
      - c. Payment of contributions to the Teachers Retirement Association (TRA) and to the Public Employee Retirement Association (PERA) (deductions and benefits)
      - d. Payment of other payroll related deductions and benefits (when appropriate)
      - e. Vendor payments (when necessary)
      - f. Other payments as approved by Board of Directors

Robin motioned to Approve Annual Designations, Angela seconded, all approved.

***At Cannon River STEM School, adults and children alike aspire to become excellent questioners, able to investigate the world with confidence and character. We are a K-8 public charter school in Faribault, MN with an emphasis on science, technology, engineering and math.***

***Cannon River STEM School's mission is to foster each student's innate curiosity and joy of discovery. We prepare students to become excellent questioners, scientific thinkers, and responsible citizens, who are able to contribute to the world with confidence and character. We achieve this through student-centered, collaborative and experiential learning, with an emphasis on the environment as an integrating context.***

g. Approve finance report

Marilyn motioned to approve finance report, Robin seconded, all approved.

VII. Adjournment

Adjourned at 8:36 p.m.

***At Cannon River STEM School, adults and children alike aspire to become excellent questioners, able to investigate the world with confidence and character. We are a K-8 public charter school in Faribault, MN with an emphasis on science, technology, engineering and math.***

***Cannon River STEM School's mission is to foster each student's innate curiosity and joy of discovery. We prepare students to become excellent questioners, scientific thinkers, and responsible citizens, who are able to contribute to the world with confidence and character. We achieve this through student-centered, collaborative and experiential learning, with an emphasis on the environment as an integrating context.***