

Cannon River STEM School  
Board of Directors  
Thursday, May 12, 2011 7:00 PM  
School Cafeteria

- I. Call to Order *Called to order at 7:13pm*
  - a. *Present: Teri Menard (Chair), Rob Hardy (Vice-Chair), Deb Scheil, Chris Broden (CSP Grant Manager), Nalani McCutcheon (Executive Director, ex officio)*
  - b. *Absent: Cheryl Freund, Caren Putrah (Secretary), Julie Finnesgard (Treasurer)*
  - c. *Guests: Ginger Kranz (Curriculum Development Coordinator), Sara Duchene (parent), Heather Carlin (parent)*
- II. Approval of Agenda and Minutes – *Deb moved to approve the agenda, Rob seconded and all approved. Chris moved to approve the minutes, Deb seconded and all approved.*
- III. Public Comment *No public comment was given*
- IV. Reports
  - a. Finance Committee Report (Mike/Julie) *Finances are in good shape with a zero balance on our line of credit.*
  - b. Staff Report (Deb) **Kindergarten** – *studying plants, measuring and dissecting plants/seeds, creating poetry video project with their older grade buddies. 1<sup>st</sup> – students are the teachers during calendar time, working in their STEM journals, took a trip to the MN Zoo, using their classroom pets as a base for their reading, writing, decision making and mathematics, learned the cha cha slide with their 4<sup>th</sup> grade buddies. 2<sup>nd</sup> – working on an art project called “Ideal Island” a 3D paper mache island with 3 natural and 3 man made features, created a wildflower field guide. 3<sup>rd</sup> – working on a solar sytem research project, discussing utilization of multiple sources of information. 4<sup>th</sup> – class took a field trip to the State Capitol where they watched their classmate Owen Williamson read his award winning paper on the Capitol steps. 5<sup>th</sup> – Reading books focusing on environmental issues. 5<sup>th</sup>-7<sup>th</sup> – involved in the Rice County Chemical Health Coalition’s “Most Students” program*
  - c. Executive Director’s Report (Nalani) *We had a 4<sup>th</sup> grader (Owen Williamson) receive a 2<sup>nd</sup> place award in the MN Charter School Writing Contest. The spring music concert was conducted. The MCA testing period has been completed and we are now starting the NWEA MAP tests. Staff professional development is being planned for the summer with the College of St Catherine’s National Center for STEM Elementary Education. We received an additional amount of CSP grant funds. We are in the process of reviewing over 70 applications for next year’s teaching positions. We have entered into an agreement with Artech to provide us with a .5 FTE art teacher for next year. We will be planning for a board retreat sometime in June/July.*
- V. Discussion Items
  - a. Procurement Policy 1<sup>st</sup> Review *Policy was reviewed and will be brought to the board for approval at the June board meeting.*
  - b. Science Curriculum 2<sup>nd</sup> Review *Science Curriculum had it’s second review and Chris moved to approve the Science Curriculum and Rob seconded, all approved.*

VI. Action Items

- a. 2011-14 Lease Review & Approval *The lease was reviewed and Chris moved to approve the lease with discussed changes. Deb seconded and all approved.*
- b. Conflict of Interest Policy Approval *Rob moved for approval, Chris seconded, all approved.*
- c. Special Education Director Contract Approval *Deb moved to approve, Rob seconded, all approved.*
- d. MACS membership Approval (requires a Board resolution) *Chris moved to approve the resolution to approve the MACS membership. Deb seconded and all approved.*
- e. Approve a resolution for the following: *Deb moved to approve the resolution, Chris seconded and all approved.*
  - i. Designation of Depository (approving Faribault State Bank as the school's bank)
  - ii. Electronic Funds Transfer
    1. Delegation of authority to make electronic funds transfers to a designated business administrator
    2. Delegation of authority to make electronic funds transfers to make payments (payroll, taxes, etc.) (This would cover BKDA responsibilities)
- f. Chapter 4 Charter School Board Book Discussion (time permitting) *This was tabled until the June meeting*

VII. Adjournment *Chris moved to adjourn, Deb seconded and all approved*