

Cannon River STEM School

Board of Directors Meeting

Thursday, August 9, 2018 7:00 pm

Old Main, Den

I. Call to Order

Dante called to order the Board of Directors meeting at 7:03 pm

Present – Cheryl Wendt (ex-officio), Dante Hummel-Langerfeld, Michael Cross, Robin Finke, Jessica Wiles, Deni Buendorf

Absent – Angela Rosendahl

Guests – Michael Pocrnich (TAG), Cora Packard

II. Approval of Agenda and June Minutes

Robin motioned to approve the agenda, Michael seconded, all approved.

Deni motioned to approve the June minutes, Robin seconded, all approved.

III. Public Comment

No Public Comment

IV. Reports

- a. Finance Committee Report (Cheryl/ Mike Pocrnich from The Anton Group) – Audit is next week, the 15th through the 17th.

June Financials - Mike walked the board through the June financials.

July Financials – Mike walked the board through the July financials.

- b. Director's Reports (Cheryl) - We're getting ready for the start of the school year. This is the first time we haven't had to hire a classroom teacher, so that's exciting.

Nancy Bauer will be our part-time math teacher and we're asking for your approval to hire her. She will do math corp and teach a geometry class. She was a licensed teacher a while back. She qualifies for a Tier 2 license for math only.

We have asked five of our teachers to be lead teachers. They're in different content areas: math, environmental education, responsive classroom, language arts and science. It's a way to empower more people in the leadership role. The idea is those committees would be across the grade levels.

I'm trying to do a job description for every role in our school. That way if we have to post a position, everyone understands what the roles are.

Cora is now the Assistant Director. She is going to oversee the lead teachers. What she was doing with her previous curriculum role will be filtered to those lead teachers.

Facilities – The hallways have been painted. The 4th grade classroom and first grade classrooms were painted. The chapel and the main wall in the cafeteria were also painted. The deep clean is almost done.

We have switched the location to our burger fry. It'll be at the American Legion on August 24th, 5:30 to 7:30. We don't have to do the kitchen work. We're just serving and cleanup.

We have a luncheon with our staff on the 27th and you're invited to that. We'd love to have you.

- c. Curriculum Committee Report (Cora) – Our two-day workshop will be focused on reading. We need to kind of dig in a little bit deeper into where we are struggling with our readers. We're still trying to get a Reading Corp tutor. That person will start in October. We need to get on the same page with our reading strategies. I'm impressed with our teachers with how they're communicating and working on this. Marcy and Melanie will do a Daily 5 Workshop during our two-day. We are improving, but we have spots we can work on. We need to tweak our school-wide goal. We'll start that earlier this year.

I'm super excited about our naturalist, Stephanie Rathsack, being here. Stephanie will be working with smaller groups and working with teachers on how to get the classes outside more.

- d. Staff Report – No Staff Report For August

V. Discussion Items

a. Policy 531: Pledge of Allegiance – The Board read through Policy 531 and discussed what those students do that don't participate in the allegiance. There were no edits to this policy from last year.

b. Policy 515: Protection and Privacy of Students - The Board read Policy 515 and discussed it briefly. There were no edits to this policy from last year.

c. Policy 404: Criminal Background Checks – The Board read Policy 404 and discussed it briefly. Any parent volunteer has to have a background check on file. If they don't have one, they can't be unsupervised while working with students.

d. Policy 516: Student Medication – There was a change to this policy. The doctor can write a note and fax it to our health aide and then the parent can sign it. We don't have a separate form from the school as we have in the past.

e. Policy 417: Chemical Use and Abuse – The board read Policy 417. This policy was revised. The definition of chemical abuse and chemical use were added.

Creating a Community Advisory was discussed and also bringing in a counselor. Angela was going to reach out to staff to see if anyone was interested. A parent could be involved in this as well, maybe starting with Grades 6 through 8. Dante will write a description and it'll be emailed to that group of parents. November 5th is the date for a meeting.

f. Policy 514: Bullying Prohibition – The board read Policy 514. Robin pointed out one correction that should be made to the policy. Under Definition III, Paragraph D, Number 2, it starts out "Under Minnesota common law...." Robin advised that the word "common" be omitted. An addition will be made to Definition IV, Paragraph A, Number 2. A couple examples of prevention programs will be added, such as Second Step and Olweus.

g. Open Board Position – We have 6 of our 7 seats filled. Dante had 3 individuals concerned on how this seat will be used, specifically if family members of the outgoing executive director can sit on the board, and if so, is that going to create a healthy situation. Is that appropriate is the question that was asked. Should the board potentially create a by-law stating that for the first 12 months of an outgoing executive director, family members can't participate in a board seat. This topic was discussed among the board members and an open discussion will take place at the September board meeting regarding this.

Recruitment for board members was also discussed. Recruitment needs to start earlier, at least by October or even before. The board needs to get the word out to parents and the CRSS Community that seats are open. We can target people that we think will be good and encourage them. We need to

be more proactive. We need to advertise it differently. It looks intimidating the way it's presented at this time.

Jesse will put a flyer together to pass out to families. Ashley could put something on Facebook. Robin will contact The Chamber to do a blast.

h. Board Governance – The board had discussed at previous meetings that they'd try to visit two schools in October. Dante will reach out to the schools by September to plan a visit.

Trainings – There have been no ongoing trainings necessarily for the board. We may want to have someone come in quarterly to do a workshop or training. It would help us understand board processes better.

VI. Action Items

a. Approve/Reject Policy 531: Pledge of Allegiance

Deni motioned to approve Policy 531, Robin seconded, all approved.

b. Approve/Reject Policy 515: Protection and Privacy of Students

Mike motioned to approve Policy 515, Jessica seconded, all approved.

c. Approve/Reject Policy 404: Criminal Background Checks

Robin motioned to approve Policy 404, Deni seconded, all approved.

d. Approve/Reject Policy 516: Student Medication

Jessica motioned to approve Policy 516, Deni seconded, all approved.

e. Approve/Reject Policy 417: Chemical Use and Abuse

Deni motioned to approve Policy 417, Michael seconded, all approved.

f. Approve/Reject Transfer from Fund 01 to Fund 02 for the FY18 Budget

Robin motioned to approve, Michael seconded, all approved.

g. Approve/Reject Finance Committee Report

Michael motioned to approve, Jessica seconded, all approved.

h. Approve/Reject the hire of Nancy Bauer (Part-Time Math Teacher)

Jessica motioned to approve, Robin seconded, all approved.

VII. Adjournment

Deni motioned to adjourn, Michael seconded, all approved.

Adjourned at 8:50 pm.