

## Cannon River STEM School

Board of Directors Meeting

Thursday, November 8<sup>th</sup>, 2018 7:00 pm

Old Main, Den

I. Call to Order

Dante called to order the Board of Directors meeting at 7:01 pm

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

Absent – Deni Buendorf

Guests – Cora Packard, Mike Pocrnich

II. Approval of Agenda and October Minutes

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

Robin motioned to approve the October minutes, Michael seconded, all approved.

III. Public Comment – No Comment

IV. Reports

a. Finance Committee Report (Cheryl/ Mike Pocrnich from The Anton Group)

Please See Attached Report

The audit is complete. We have a surplus. The numbers haven't shifted. We'll see that come through in December.

The key theme is there is nothing exciting in there. We're 33% through the fiscal year. We ended with 1.4 million in the bank. We're very healthy. So far we have 1.1 million in the general fund. Food Service is at \$20,000, primarily student receipts. Community Service Fund is \$141. We haven't pulled any federal funds yet. We'll draw those probably in December. Expense side, 25% of our expenditure budget. Revenue, everything is coming in as planned. Off to a good start for the first 1/3 of the fiscal year.

I'll go through expenditures soon with Cheryl to look at the remainder of the year.

It's pretty boring, but that's the way I like it.

b. Director's Reports (Cheryl)

Please See Attached Report.

Our Office Manager, Ashley Ringlien, has resigned. Her last day will be December 7<sup>th</sup>. We're currently advertising for an office coordinator.

October we had conferences as well as the Scholastic Book Fair.

We were represented at the Faribault's Future Class and also had an article featured in the Fleur-de-lis Magazine to promote our school. The magazine will reference the lottery, which will take place in March.

We're looking into where we could have a fundraiser possibly after the holidays, January or early February. We didn't do as well at the burger fry. Sundays seems to be the best attended ones. The Moose may be an option.

Give To The Max is next Thursday, the 15<sup>th</sup>. In the past we've had a matching grant. I'd like the boards help in spreading the word.

The STAR report is complete. It was due earlier based on the changes that are happening with teacher licensure. It was much easier this year since we didn't have a lot of staff turnover.

Audubon Retreat is this weekend.

Veteran's Day Program is on Monday, the 12<sup>th</sup>. It's facilitated mostly by an elective of 7<sup>th</sup> and 8<sup>th</sup> graders.

End of trimester is Tuesday, November 20<sup>th</sup>.

We are in the process of completing the necessary paperwork to get a SHIP grant for cross country skis. Our naturalist, Stephanie, has been working on the project to get funding sources and community involvement.

- c. Curriculum Committee Report (Cora)  
Please See Attached Report

You'll see the conference attendance numbers here. Conference attendance is down just a little bit. Teachers were asked to make phone calls and we can add those as well. These are the ones that showed up on campus.

In looking at the Projected Proficiency Summary for MCA III, if our kids, based on what they scored this fall tested in the spring, this is what we'd expect they'd score. We always talk about bubble kids and how can we nudge them up to the next bump up. This gives a pulse of what we're looking at and moving towards.

Student Growth Summary – you want to look at the diamond shape. That is what was projected for our students to grow. The blue is what we actually achieved. We didn't quite make it in math but in other areas we did. They closed the gap in reading. I printed off what we did last year and compared it to our fall scores. We are starting to meet our growth. It's a step in the right direction. We're making gains.

Sherry Benson, our reading tutor started November 6<sup>th</sup>. We're asking our teachers to send students in groups of 1, 2 and 3 for a 6-week period. After that 6-week period, we'll maybe put a different set of students in there. We're excited to have Sherry here to give our kids the extra help they need.

November workshop went really well. Amanda, Melissa, Angela, Cheryl and I worked together talking about discipline and being a little more aware of our responsive classroom practices. We brought up punishment versus consequences. We provided sessions that focused on being consistent with consequences and how to reframe discipline through the lens of teaching students a skill or strategy versus the effects of using punishments. It was scraping the surface of the topic but good discussion.

Teachers talked about using yoga breathing techniques and poses during reading time to get those wiggles out.

Curriculum Committees presented and we could see where our groups are going and the fantastic things they are doing.

In November the ELA will challenge the students and staff with a reading challenge and it will have a migration-type theme.

Environmental Ed has provided multiple lessons, ideas/resources and has set up a training with Jeffer's Foundation for this coming February.

Responsive Classroom will begin doing peer observations and providing feedback to teachers to strengthen their RC practices as well as provide us a growth mindset approach to classroom management.

Angela Rosendahl and Jason Soltis will be attending the Responsive Classroom Conference this next week on Monday and Tuesday.

The CRSS Newsletter went out November 1<sup>st</sup>. We're trying to make it more engaging for our readers. We want to give our families a bigger scope of what's going on around here.

d. Staff Report (Angela)

Please See Attached Report

Project Learning Tree has a lot of environmental activities and lesson plans in it. In order to get the books you have to go to training. We have several of the books here on campus. It's a great resource.

Ben Rydberg is excited about the integration process. He's talking a lot about home languages and real world vocabulary.

V. Discussion Items

a. FY18 Annual Report

Cheryl - Nalani did a lot of the Annual Report before she left so that was helpful. I'll be anxious next time to start from scratch. It was submitted through Audubon. Audubon pushed everything back. We should have approved it in September and submitted it in October.

Dante expressed that it's a broad reminder of what goes on throughout the year.

b. Board Development /Recruitment

Regarding recruitment, Dante sent out a letter in the board packet. It's the more in-depth letter that we use every year, but it's information that does need to go out. We need to get this out to families. We will need a subcommittee to vet the applicants prior to the actual election. If there are any thoughts or suggestions of the letter let me know.

Dante thinks our efforts of advertising earlier with less information has been helpful. There have been a couple of people who have reached out with questions. She had someone submit an application already and she is hopeful to get another.

Thinking forward to January, we have one seat that is open.

c. Board Election Process, Timeline & Information Letter

We'll need to decide at the next meeting who wants to be on the subcommittee.

d. Board Governance

Dante said this has been a long process for the board. She thought the board had a list of potential goals or we were going to pick three goals. We're not ready to hand anything over because we haven't gotten that far. That's where we need to focus our efforts is the strategic goals for the school. We were going to focus on math and reading scores. That's how we got on the topic of visiting other schools, so we didn't get back to our goals. We need to come up with what we think would be good ones and go from there. We were particularly wanting to look at the kids who might typically struggle, the lower economic group, and see how these other schools were seeming to work through this challenge. We need to look at our community population. We are becoming more diverse, so it would be good if we could get ahead of the curve. Ben may be a good resource for us. He has done a lot of outreach. That long-term outlook, what does it look like. Angela can talk to him about it.

Dante likes the idea of our strategic goals lining up with what the community needs and do we maybe have an edge over the other educational establishments.

Let's take time to review the first four chapters and then look at the potential goals. If they still seem to fit and align, we'll move forward. It'll be beneficial to review the first few chapters.

e. School Leader Job Description

Dante said this was sent out a week or two ago and asked for some suggestions. She had one change from Deni and she made that; other than that, she didn't have any suggestions.

Dante talked about not having to have an administrative licensure at a charter school to be an executive director.

Do we feel it's valuable enough to make it a requirement for us? Angela thought that's what could get charter schools in trouble not having that particular leadership experience so she's totally behind making it required. Dante feels the same way. We can always review it if we'd have a hard time finding a director. Some people have started schools because they want to focus on a particular passion, but board members think it's important to have an administrative license, set the bar a little higher.

f. Chemical Health Community Advisory Committee – January 2019

We have moved the meeting to January. It'll be quarterly and the first Tuesday of the month.

If any board member has anyone interested in being on this committee, please let Dante know. We do have two people that have agreed to be on it, one is a parent and one is a community member. They are both great candidates for the board. We're looking to get someone that's involved in law enforcement, hospital setting, social services, teacher or a community member.

Dante wants to be careful and respect when someone says no to volunteering for these positions.

It may be a small committee to start but it can grow.

g. Athletics Participation Agreement

Cheryl – In the past we have completed agreements for each sport. Now we have all of the possible sports listed so that's nice. It's a convenience thing. The other change is it's a 3-year agreement. They will invoice us six times throughout the 3-year period instead of a lump sum in July. It still falls within the fiscal year. That's nice because you're not paying it all at once. There was a discussion amongst the board members about what the fee is used for. Cheryl stressed that if we don't approve this then our kids can't participate in the Faribault athletics. The question was brought up about our kids participating in their theatre program as well, is it even a possibility.

VI. Action Items

a. Approve/Reject FY18 Annual Report

Angela motioned to approve FY18 Annual Report, Robin seconded, all approved.

b. Approve/Reject Board Election Process, Timeline & Information Letter

Mike motioned to approve Board Election Process, Jessi seconded, all approved.

c. Approve Finance Committee Report

Robin motioned to approve Finance Committee Report, Angela seconded, all approved.

d. Approve/Reject Athletics Participation Agreement

Jessi motioned to approve Athletics Participation Agreement, Robin seconded, all approved.

VII. Adjournment

Angela motioned to adjourn, Mike seconded, all approved.

Adjourned at 8:17 pm.