

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Minutes

Tuesday, January 18, 2022 at 7:00 p.m.

Zoom Meeting - Due to COVID

<https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMa1VjSVhLSGINYm9HQOT09>

Meeting ID: 852 5074 7687

Passcode: k2CJdy

One tap mobile

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Meeting ID: 852 5074 7687

Phone Passcode: 750431

Find your local number: <https://us02web.zoom.us/j/kdHMgZcn5b>

Sent to OW - 1/13/2022 | Placed on Website - 1/13/2022

I. CALL TO ORDER by Chairperson: Meeting called to order by Chris Castagneri at 7:04 pm.

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Hannah Scholten, Chris Castagneri, Lindsay Tilley, Amanda Johnston, and Andrea Cuellar
2. Board Members Absent:
3. Other Attendees: Rose Bringus, Liz Frink, Jackei Vorheis, Jonna Duke, Abbie Elrich Kristin Riter, and Joe Aliperto

III. REVIEW OF TRM MISSION & VISION STATEMENTS

Mission: Empowering students to reach their full potential through authentic Montessori learning.

Vision: Academic Excellence * Community Engagement * Environmental Stewardship

IV. APPROVAL OF MEETING AGENDA

1. **ACTION ITEMS:**
 - a. APPROVAL: Tonight's Meeting Agenda Motion to approve meeting agenda made by Hannah. Seconded by Lindsay. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)

V. CONSENT AGENDA

2. **ACTION ITEMS:**
 - a. APPROVAL: TRM Regular Board Meeting Minutes 12/21/21

VI. INFORMATION ITEMS

1. Environmental Learning Plan (ELP) Implementation (Hannah Scholten Presenting) ELP available on the school website and board meeting packet. ELP contains goals, benchmarks, and explanations of material to be implemented.
2. Board Observation Feedback from Osprey Wilds Board has been made aware that we need to follow the meeting agenda as closely as possible.
3. Sped Update: New Contract with Designs for Learning
 - a. **ACTION ITEM:** Contract Approval Motion made by Andrea to approve a vendor

contract for Designs for Learning for the rest of the 2021-2022 school year. Seconded by Amanda. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)

4. Hiring Approvals
 - a. **ACTION ITEM:** Makayla Akkerman: Special Education Para Motion made to approve makayla Akkerman at special education para made by Hannah. Seconded by Amanda. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)
5. Approval of Jonna Duke to IoWA (*FYI: Allows Jonna to access all reporting to MDE and grant access to individuals for reporting purposes (Finance, Sped, MARSS, Testing/Student Data)*)
 - a. **ACTION ITEM:** Approve Designation Motion to approve Jonna Duke as the IoWA made by Hannah. Seconded by Andrea. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)
6. Enrollment Update Currently there are 160 students enrolled with spaces available in all grades except for fourth and fifth. Discussion about exit questions for families to help space the development of the school.
7. Building & Playground Update Have received the certificate of occupancy. The playground has been finished.
8. Open Enrollment Beginning on February 21st. Asking for families to let us know before the lottery date if they would like to return the following year and how many students will be attending.
9. Open House To be held on March 1. Time TBD. Board members are asked to be there.
10. Lottery Lottery scheduled to occur after the March board meeting.

VII. REPORTS

1. Finance Committee
 - a. December Month End Financials Currently projected to have a fund balance for a little over 8%. Available cash balance is low due to reimbursement from the state for CSP funds. Hoping to not use the line of credit to avoid interest. Needing to move funds from the savings account to the account payable for the playground installment. Amanda is waiting for information required to access the account to move funds.
 - i. **ACTION ITEM:** Approve Prior Month Expenditures Motion to approve the prior month's expenditures made by Hannah. Seconded by Andrea. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)
 - ii. **ACTION ITEM:** Accept Prior Month Financial Report Motion to approve the prior month financial report made by Lindsay. Seconded by Andrea. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)
 - b. Revised Budget
 - i. **ACTION ITEM:** Approve Revised 2021-2022 Budget Motion to approve revised budget made by Amanda. Seconded by Lindsay. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)

VIII. PUBLIC COMMENTS

IX. DISCUSSION ITEMS

1. Executive Director Interim and Hiring Update Job posting out on various websites. Interview scheduled for later this week. Interview questions have been updated.
2. Covid Situation Update and Policies
 - a. **ACTION ITEM:** Consider Changes to Quarantine Policies Motion to shorten quarantine time from 10 days to 5 days as long as symptoms have regressed and no fever is present (with strong recommendation that a mask is worn for five days upon returning) made by Lindsay. Seconded by Andrea. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)
 - i. CDC recommends shortening quarantine to 5 days

1. Discussion of other recommendations
 - ii. Distance Learning Current concern about having a licensed teacher in the room during the instruction period. We are working to build our list licensed sub list.
 - iii. Attendance Policy Discussion about revising the attendance policy. Another meeting will need to occur to discuss this topic in depth.
3. School Board Official Election Nominations will occur in February. Reach out with nominations.
4. Designate Recurring Committee Meeting Times
 - a. Academic Excellence, Governance, Finance, Development, School Operations
 - b. Public Link
 - c. Meeting Records
5. Board Training
 - a. Opportunities

XI. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - February 15, 2022 7:00 p.m. Virtual Due to Covid
2. Agenda Items Request or Send to Board Chair

XII. ADJOURNMENT

1. Motion to adjourn meeting made by Lindsay. Seconded by Andrea. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)

Board Approved:(February 15, 2022 regular board meeting): Motion to approve minutes made by Hannah. Seconded by Amanda. Unanimous approval (Andrea, Amanda, Lindsay, Chris, and Hannah)