

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday December 15, 2020 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/u/kdHMgZcn5b>

Sent to OW - 12/10/2020 | Placed on Website - 12/10/2020

I. CALL TO ORDER by Chairperson: __Chris Castagneri__ at __7:04 am__

II. ROLL CALL

- a. Board members present: Lisa Anderson, Chris Castagneri, Jonna Duke, Jaclyn Jones, Troy Hanson, Hannah Scholten
- b. Board members absent: None
- c. Other attendees: Joe Aliperto, Rose Bringus, and Daniel Jett

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

Troy motion to approve, Jonna seconds, Unanimous vote

V. APPROVAL OF PAST MEETING MINUTES

- a. TRM Regular Board Meeting Minutes 11-17-20

Hannah motion to approve, Lisa second, Unanimous Approval (Chris, Hannah, Jaclyn, Jonna, Troy and Lisa)

VI. DECLARATION OF CONFLICTS

Lisa, Chris, Jonna, Jaclyn, Hannah, and Troy no conflicts to declare

VII. NEW BUSINESS

- a. Finance Committee

- 1. November Month End (Troy & Joe): Currently at 86 student (above goal student requirements. \$38,000 will be given back from the state. Projected to make our financial commitments to Osprey Wilds. We were approved for a lease aid of \$150,000. Needs to be paid off by October 30 of 2021. Need to increase the fund balance from a negative amount to 5%. Currently in the process of qualifying as a free and reduced lunch school to receive higher reimbursements of food service funds.

a. Consider accepting financial package and expenditures

Hannah motion to approve, Troy second, Unanimous Approval (Chris, Hannah, Jaclyn, Jonna, Lisa, and Troy)

2. COVID Funds/CARES Act and Classroom Aides (Rose): We will look to see if we can continue to pay aides after covid release finds ends on December 31st.
3. Lease Aid Update (Troy & Joe): Approved Today
4. CSP Grant Updates (Troy & Joe)
5. Consider teacher gifts/bonuses for the holidays (Rose) Cannot gift/ give bonuses with public dollars. Rose will make a decision going forward.
6. Consider Authorizing Walmart Grant Application (Jaclyn) Elk River Walmart does not have the funds available for the 2020 year. Will apply for the Elk River Walmart 2021 grant in February.

Troy motion to approve Jaclyn to pursue of grant for 2021, Lisa second, Unanimous Approval (Hannah, Jaclyn, Jonna, Chris, Lisa, and Troy)

b. Academic Excellence Committee

1. Classroom and Remote Learning Situation Update s (Rose & Jonna):
 - a. Incorporating Montessori; Learning/adjusting with parent feedback Rose and Deb will be coordinating a series of videos to educate parents on the Montessori philosophy and educational practices. Jonna Duke gave positive remarks on the parent meetings occurring on Tuesday evening.
2. FAST Testing - commences in January with small groups (Rose): Students will be coming into the school in small groups.
3. OW Environmental Learning Plan - See OW approved ELP (Rose): Currently available and being used by teachers.
4. Teacher Evaluation Rubric
 - a. Evaluations conducted in December 2020 (Rose): Rubric available in board meeting packet
5. Enrollment at 86 Students for the 2020-2021 school year
 - a. Using waitlist to add an additional 1st grade (Rose)
6. Lottery for 2021-2022 (Rose)
 - a. Available when we have a better understanding of seats available for next year - based on lower level tenants and building construction options
 - b. Rose will incorporate discussions with Osprey Wilds (authorizer) this week regarding lottery opening date and length of time.

c. Operations Update

1. TRM has applied to participate in the National School Lunch Program
 - a. Now accepting bids for vendors (Rose)
2. Building Construction/Expansion Options and Tenants (Rose & Chris) Need to reach a high enrollment before expansion can be pursued.
3. Parent Volunteers
 - a. New Parent Support Group (Jonna) Teacher or staff member invited to join the meeting to take note and provide assistance.
 - b. Playground Development (Rose): Currently waiting for funds

d. Hiring Committee

1. Consider: Updated Executive Director Job Description (Chris)

Lisa motion to approve new job description for Executive Director, Jonna second, Unanimous Approval (Hannah, Jaclyn, Jonna, Chris, Lisa, and Troy)

2. Update Status on Executive Director Search (Chris) Job will be posted soon and applicants will be reviewed
3. Consider: Updated TRM Employee Handbook -Time Off/Leave (Rose) Discussion will be had to determine what other schools are using as their policy. Tabled to next meeting

f. Board

1. Consider 2021 Board Committees & Members (Chris)
 - a. Finance Committee Chris and Troy
 - b. Governance Committee Jonna and Chris
 - c. Academic Excellence Committee Rose, Lisa and Jaclyn
 - d. Development Committee Jaclyn
 - e. Additional Committees Needed
 - f. Committees to review their descriptions and propose any updates at the January board meeting

Lisa motion to approve committee establishment and committee members, Jonna second, Unanimous Approval (Hannah, Jaclyn, Jonna, Chris, Lisa, and Troy)

2. Consider the date for the Board Strategic Planning Meeting (Chris) Postponed to a later date.

g. Public Comment Invitation

VIII. REVIEW OF NEXT MEETING AGENDA

- a. Date, Time & Location of Next Regular Board Meeting - Jan. 19th, 2021, at 7:00 p.m.
- b. Discussion of Agenda Items

IX. MOTION TO ADJOURN by Chairperson: ___Chris Castagneri___ at ___8:44 pm___

Board Approved: Motion to approve previous board meeting minutes for December made by Hannah, seconded by Lisa, Unanimous Approval (Hannah, Jaclyn, Jonna, Chris, Lisa, and Troy)