

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Minutes

Tuesday, February 15, 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/u/kdHMgZcn5b>

Sent to OW - 2/10/2022 | Placed on Website - 2/10/2022

I. CALL TO ORDER by Chairperson: Meeting called to order by Chris Castagneri at 7:00 pm.

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Hannah Scholten, Chris Castagneri, Amanda Johnston, and Andrea Cuellar
2. Board Members Absent: Lindsay Tilley
3. Other Attendees: Rose Bringus, Sara Maravelas, Jonna Duke, Shanny Snyder, 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 agenda with additional committee approval items made by Hannah. Seconded by Andrea. Unanimous approval (Amanda, Andrea, Chris, and Hannah)

V. CONSENT AGENDA

2. **ACTION ITEMS:**
 - a. APPROVAL: TRM Regular Board Meeting Minutes 1/18/22

VI. INFORMATION ITEMS

1. Sped Update Designs for Learning has been involved in continuing to develop the special education program. Marty, our coordinator from Designs for Learning, came and taught during the professional development day in January. Lese has been hired as a second special education teacher.
2. Hiring Approvals
 - a. **ACTION ITEM:** Lesa Peeler, Special Education Teacher Motion to approve Lesa Peeler as a special education teacher made by Hannah. Seconded by Andrea.

Unanimous approval (Amanda, Andrea, Chris, and Hannah)

3. Enrollment Update Currently at 157 students. Enrolment packets have been sent to a first, second, and third grade student.
4. Building Update Currently working on getting a variance for the PA system that was not installed in the lower level.
5. Rose Bringus Resigning Contract Rose's contracted position will be terminated Wednesday, February 16th.
6. Open Enrollment Feb. 21 through March 14 with the lottery being held on the 15. Talked about two different enrollment options. One would allow for one K-1 classroom, three 1-3 grade classrooms, and two 4-6 grade classrooms. The second would allow for 2 classrooms for K-1, two 2-3 classrooms, and two 4-6 grade classrooms. A special board member will need to be called after options are discussed by the finance committee.
7. Open House March 1 from 6-7:30 pm
8. Lottery Seats to be opened depending on the option selected for 2022-2023 class sizes.

VII. REPORTS

1. Finance Committee
 - a. January Month End Financials Currently waiting on CPS and reimbursement from the state. See financial report for additional details. Budget currently adjusted for 160 students, however this will need to be adjusted to 157.
 - i. **ACTION ITEM:** Approve Prior Month Expenditures Motion to approve made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)
 - ii. **ACTION ITEM:** Accept Prior Month Financial Report Motion to approve made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)
 - b. Lease Aid
 - c. Strategic Planning: Building Operations & Future Needs Took a look at growth and cost to the school for lease aid. Due to the 3% interest increase to the lease cost concerns were brought up about the high cost to school in the coming years. Conversation about lease aid increasing if the number of students goes up. Talked about expansion options. Will continue to discuss and plan out over the next coming board meetings.
 - d. Storage Facility Selling Storage Items A large amount of storage items are not being used. Consideration of selling the items to make space or pay for a smaller unit. Will need to talk to Joe about the best process for selling these items.
 - i. **ACTION ITEM:** Consider Approving Motion to approve made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)

VIII. PUBLIC COMMENTS

IX. DISCUSSION ITEMS

1. Executive Director Interim and Hiring Update Two interviews will occur in the next week. Thinking about other avenues for hiring a director and finding applicants. A head hunter has been considered. Rose and Debbie would be willing to join the hiring committee. Motion to approve made by amanda. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)
2. Consider Additions of Leah Studaker to the development committee. Motion to approve made by Amanda. Seconded by Hannah. Unanimous approval (Amanda, Chris, and Hannah)
3. Student Handbook Approval
 - a. **ACTION ITEM:** Consider Approve Motion to approve made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)

4. TSES Approval
 - a. **ACTION ITEM:** Consider Approve Plan Motion to approve made by Amanda. Seconded by Hannah. Unanimous approval (Amanda, Chris, and Hannah)
5. Policy Approval Addition of clarification on excused and unexcused. Tardies equivalent to one absence changed from three to six.
 - a. **ACTION ITEM:** Consider Approval Revised Attendance Policy Motion to approve attendance policy updates with conditional changes from the title of school leader to executive director made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)
6. Policy Approval
 - a. **ACTION ITEM:** Consider Approval ELL Identification Policy Motion to approve made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)
7. Policy Approval
 - a. **ACTION ITEM:** Consider Approval Employee Professional Development Policy Motion to approve made by Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris, and Hannah)
8. Covid Situation Update and Policies
 - a. **ACTION ITEM:** Consider Approval Covid Addendum Motion to approve made by Amanda. Seconded by Hannah. Unanimous approval (Amanda, Chris, and Hannah)
9. School Board Official Election Update
10. Consider Moving Regular Board Meeting Time Earlier to be moved to future meetings when additional board members are present.
11. Update: Designating Recurring Committee Meeting Times
 - a. Public Link
 - b. Meeting Records
12. Board Training
 - a. Report on Training
 - b. Strategic Planning

XI. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - March 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 Hannah. Seconded by Amanda. Unanimous approval (Amanda, Chris and Hannah).

Board Approved: Motion made at the March regular board meeting to approve meeting minutes made by Shanny. Seconded by Amanda. Unanimous approval (Shanny, Chirs and Amanda)