

Three Rivers Montessori

Board Of Directors Regular Board Meeting- 7-21-20: 7pm

Location Zoom Call: US (Due to Covid) <https://us02web.zoom.us/j/7772582647>
<https://us02web.zoom.us/j/7772582647?pwd=NTdCc1J6eWpjRjRkd2x5dVV5L3pnZz09>

Meeting ID: 777 258 2647 pass k2CJdy

Sent to OW (Osprey Wilds) : 7/14/2020

Placed on Website: 7/17/2020

I. CALL TO ORDER was made by Chairperson Leah at 7:08 p.m.

II. ROLL CALL

- a. Board members present: Troy Hanson, Leah Studaker, Lisa Andrican, Chris Castagneri, Carlo Galeazzi
- b. Board members absent: None
- c. Other attendees: Nalani McCutcheon, Joe Aliperto, Hannah Sholten, Gwen Lyon, Jessica Anderson

III. REVIEW OF TRM MISSION & VISION STATEMENTS

Mission: "Empowering students to reach their full potential through authentic Montessori Learning"

Vision: Through the Montessori method of education and rich outdoor experiential education, Three Rivers Montessori School educates students to be curious and reflective, skilled and creative, empathetic and compassionate.

IV. APPROVAL OF MEETING AGENDA

Troy, moved to approve, Chris 2nd, Lisa yes, Carlo yes, Troy yes, Leah yes, unanimous approval, motion carried.

V. APPROVAL OF PAST MEETING MINUTES

- a. TRM Special Meeting Minutes 7-1-20
Troy made a motion to approve, Lisa 2nd the motion, Chris Yes, Carlo yes, Leah yes, Troy yes, Lisa Yes, unanimous approval, motion carried.
- b. TRM Emergency Meeting Minutes 7-15-20
Will present at the next meeting.

VI. DECLARATION OF CONFLICTS

Lisa, none declared, Carlo none declared, Chris none declared, Troy none declared, Leah none declared

VII. NEW BUSINESS

- a. Finance Committee- Troy & Joe
 - 1. Year End \$10,000 loss, relatively normal in startup mode since we have no student income coming in.
 - 2. Month End

3. Audit, Audit will be pre-operational, so confident in process to be smooth
4. Before & After School Registration
Lisa motioned to approve the before and after care form with the change noted, Leah 2nd, Carlo yes, Troy yes, Chris yes, Lisa yes, Leah yes, unanimous approval, motion carried.
5. Meal Charge Policy- Leah presented payment options and determined processes to ensure all families are taken care of. Joe mentioned that this will get done on an automatic payment process chosen one month in advance, taking care so that the school does not lose money. JMC has processes to take care of this. Alternative meals are included in case children forget lunches, depending on what our kitchen can take care of. Add to account for dropped trays, etc.
Carlo made the motion to approve the Meal Charging and Serving Procedures Policy, Leah 2nd, Troy Yes, Lisa Yes, Leah Yes, Carlo Yes unanimous approval, motion carried.

b. Academic Excellence Committee- Lisa

1. Before & After Registration policy, covered previously
2. Identification (ELL) Policy- Jessica
Lisa moved to approve the Initial Identification of English Language Learners (ELL) Policy, Leah 2nd, Troy Yes, Chris Yes, Carlo Yes, Leah Yes, Lisa Yes, unanimous approval, motion carried.

c. Building Update- Leah & Carlo

Timeline is tight, needing overtime to get it done. Fence and grading needs to be done, investigating on how to get it done. We may need to wait on cubby expenses to get fencing and grading done, and will know more later this week.

e. Enrollment- Jessica

1. Enrolled w/Packets
2. Waitlist
Lisa made a motion to change grade 4 to 12 students, and lower grade 6 to 5 students, Chris 2nd motion, Carlo Yes, Troy Yes, Leah Yes, Lisa Yes, Chris Yes, unanimous approval, motion carried.

f. Hiring- Chris/Lisa

1. Director overview that the executive director left, opportunity to learn and move forward.
2. Sped Paras, hiring moving forward with at least 2 para professionals.

g. Community Engagement/Activities- Jessica, nothing to update yet.

h. Board- Leah

1. Consider Any Application of Board Member- Leah
Leah motioned to have Hannah Scholten join the board, Chris 2nd, Chris Yes, Carlo Yes, Lisa Yes, Leah Yes, Troy Yes, unanimous approval, motion carried. for Hannah to join the board.
2. Executive Director recommendation- Chris/Lisa

Troy made a motion to offer employment to candidate A in an employment agreement for \$65,000 annualized, with health insurance under current health insurance policy, Leah

2nd, Chris Yes, Lisa Yes, Troy Yes, Carlo Yes, Leah Yes, unanimous approval, motion carried.

3. Office Manager salary renegotiation- Chris/Lisa

Lisa made a motion to increase the office manager salary to \$39,500 annualized, Troy 2nd, Carlo Yes, Leah Yes, Chris Yes, Troy Yes, Lisa Yes, unanimous approval, motion carried.

4. Exit Interview for Therese and Recommendations- Chris Tabled until next board meeting.

5. Ospring Wilds Leadership Leadership Training- Leah Zoom meetings for training, Embracing resilience, and other segments, for boards. August 1st, Keynote, required board training August 4 (Charter School Employment) & August 11 & 12, two a month coming through December, serializing typical conference materials over the next few months.

6. Board Training- Lisa Tabled.

i. Cleaning company (potential topic)

Nalani said we need to look at the MN dept of health on how to clean with Covid19 in mind. Far more expensive than a normal school year, and to prepare.

j. Elevator key (potential topic)

VIII. REVIEW OF NEXT MEETING AGENDA

a. Date, Time & Location of next Regular Board Meeting - Aug 18st, 2020, at 7pm

IX. MOTION TO ADJOURN by Chairperson Leah at 9:02 p.m, Lisa 2nd, unanimous approval, motion carried.

Board Approved: 8/18/20