

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tues. Sept. 15, 2020 at 7:00 p.m.

Join Zoom Meeting- Due to Covid

<https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMaTVjSVhLSGlnYm9HQT09>

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 - 9/8/2020

Placed on Website - 9/8/2020

I. CALL TO ORDER by Chairperson Leah Studaker at 7:12 p.m. Zoom call due to Covid-19

II. ROLL CALL

- a. Board members present: Lisa Andrican, Chris Castagneri, Hannah Scholten, Troy Hanson, Leah Studaker
- b. Board members absent: Carlo Galeazzi
- c. Other attendees: Rose Bringus, Joe Aliperto, Jen Heuer, Jessica Anderson, Erin 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, Hannah 2nd In favor: Lisa, Troy, Chris, Hannah, Leah, Unanimous Approval

V. APPROVAL OF PAST MEETING MINUTES

- a. TRM Regular Board Meeting Minutes 8-18-20

Hannah Moved to approve, Leah 2nd In favor: Lisa, Troy, Chris, Hannah, Leah, Unanimous Approval

VI. DECLARATION OF CONFLICTS

No conflicts declared by: Lisa, Troy, Chris, Hannah, Leah

VII. NEW BUSINESS

- a. Finance Committee

1. August Month End Update by Joe Aliperto, not a lot of activity, budgeted for 83 students, have 85 students and have above that with more coming in and growing. Will need a line of credit in excess of \$100,000, discussions ongoing for best route to secure this line. Goal for fund balance of 5% or more at the end of this year, so monitoring; will have \$17,000 for corona relief fund used for things regarding this issue, will continue to watch and submit working with Rose. Will be working with Rose to make sure we spend the first phase of the CSP grant. 2. Audit Update, final likely next month

3. Before & After School Program started with 3, now 7 kids so far, average of 10 or so likely, next step will be to hire and lead the program, as well as lock up the building reliably. Now Rose has been staying. We will likely need a program director and an assistant. Cost would be covered by care fees.

b. Academic Excellence Committee

1. Goals have been Gwen, Lisa and Rose so far, looking to possibly add another member.

c. Building Update

1. Certificate of Occupancy Leah Updated: Received last week, everything looks good, few minor details on the punch list, bigger gate on fence, mailbox, and building signs.
2. Playground, Rose talked about: Need to find out the budget and talk to teachers about what they want, Leah added there is some money left in the building budget per Sean.

e. Enrollment- Rose

1. Enrollment Currently at 85, Kindergarten has room to grow, anticipate some will be added, still fielding new calls, larger room; E1 has 29 room feels full, Rose recommends no more than 30, Hannah's room feels full also, 30 top recommendation, using hallways creatively to serve range of student's needs. Distance learners are that model until further notice.
2. Waitlist Noted above.

f. Hiring- Rose/Chris/Lisa

1. Office Manager Jen Heuer was hired and started on the first day of school. At will employee at 220 days. Hannah moved to approve, Lisa 2nd In favor: Lisa, Troy, Chris, Hannah, Leah, Unanimous Approval
2. Sped Paras Hired two new, Kristen Ennis working in Mrs. Scolten's classroom; Jessica Palmer is in Gwen Lyons room and helps where needed, will need more but waited to see specifically what classroom needs are. Chris moved to approve, Lisa 2nd In favor: Lisa, Troy, Chris, Hannah, Leah, Unanimous Approval
3. Teachers Assistants, currently budget does not allow one for each, but considering a float for all classrooms, interviewed a candidate today as a possibility.
4. Consider Grievance Policy Tabled to the next board meeting to add additional language for items discussed.
5. Consider Updated TRM Employee Handbook
6. Exit Interviews Chris reviewed that we did two exit interviews to solicit input on how schools can learn from their experiences and improve any items from their constructive feedback.

g. Board

1. OW Letter
Chris reviewed notice of deficiency response, board agreed upon the actions outlined in the plan
2. OW- Sounding Board- Board Chair Role
3. Need for additional Board Members
Leah discussed the possibility of doing a search, discussions ongoing.

VIII. REVIEW OF NEXT MEETING AGENDA

- a. Date, Time & Location of next Regular Board Meeting - Oct. 20, 2020, at 7pm
- b. Discussion of Agenda Items

1. PTA Need- Fundraisers

IX. MOTION TO ADJOURN by Chairperson Leah Studaker at 9:07 p.m. Leah moved to adjourn, Lisa 2nd, unanimous approval.

Board Approved: 10/20/2020