

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, September 19th, 2023 at 6:00 p.m.

Approved on 10/16/2023

Meeting held at Three Rivers Montessori: 17267 Yale St NW, Elk River MN 55330

Sent to OW - 09/14/2023 | Placed on Website - 09/14/2023

I. CALL TO ORDER by Chairperson: Chris Castagneri at 6:04pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Tim Eilrich, no conflicts, Brooke Blomker, no conflicts, Josh Green, no conflicts, Lydia Skadberg, no conflicts, Chris Castagneri, no conflicts
2. Board Members Absent: None
3. Other Attendees: Antonio Kuklok, Ex-Officio;

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
 - i. Motion to Approve- Tim Eilrich
 - ii. Motion Seconded- Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, motion carried

V. CONSENT AGENDA

1. **ACTION ITEMS:**
 - a. APPROVAL: Board Application from Cassie Zezulka
 - i. Motion to Approve- Tim Eilrich
 - ii. Motion Seconded- Josh Green
 - iii. Discussion: Tim notes it is great more teachers are getting involved with the board
 - iv. Vote: Unanimous, motion carried
 - b. APPROVAL: Board Application from Nikki Patterson
 - i. Motion to Approve- Josh Green
 - ii. Motion Seconded- Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, motion carried
 - c. APPROVAL: Board Application from Brooke Blomker (moving from parent of community member)
 - i. Motion to Approve- Tim Eilrich
 - ii. Motion Seconded- Lydia Skadberg
 - iii. Discussion: Lydia asks what is Brooke's motivation for remaining on the board after pulling her child, she says she had only a positive experience but an opportunity came up at a private school, however, she wants to continue to contribute to TRM and be a part of it; Staff are asking this

question as well so ED recommends a statement to harbor some good will from Brooke

- iv. Vote: Unanimous, motion carried
- d. APPROVAL: Board Resignation from Rose Bleymeyer
 - i. Motion to Approve- Tim Eilrich
 - ii. Motion Seconded- Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, motion carried
 - v. Board thanks Rose for her service and dedication of TRM, we thank her for everything she has done
- e. APPROVAL: TRM Regular Board Meeting Minutes 08/15/23
 - i. Motion to Approve- Lydia Skadberg
 - ii. Motion Seconded- Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, motion carried
- f. APPROVAL: Student Withdrawal Policy
 - i. Motion to Approve-
 - ii. Motion Seconded-
 - iii. Discussion: Specify modes of communication (email, mail, phone call); Add in 15 day rule language from MDE; table and bring back at October meeting
 - iv. Vote: None, tabled for further updates

VI. PUBLIC COMMENTS

VI. FINANCE COMMITTEE

- a. August Month End Financials
 - i. **ACTION ITEM:** Approve Prior Month Expenditures
 - 1. Motion to Approve- Lydia Skadberg
 - 2. Motion Seconded- Tim Eilrich
 - 3. Discussion: None
 - 4. Vote: Unanimous, motion carried
 - ii. **ACTION ITEM:** Accept Prior Month Financial Report
 - 1. Motion to Approve- Lydia Skadberg
 - 2. Motion Seconded- Tim Eilrich
 - 3. Discussion: None
 - 4. Vote: Unanimous, motion carried

VII. INFORMATION ITEMS

1. Enrollment Update
2. Staffing Update
3. MCA Update for Spring of 2023 data release
4. School Opening Report
5. Hubbli Metrics
6. ELP report

IX. DISCUSSION ITEMS

1. Policy Reviews
 - a. Internal Controls Policy
 - i. Run this by Finance team for updates
 - b. Non-discrimination Policy

- i. Run by HR
 - ii. Update discrimination categories
 - iii. Add pregnancy discrimination act language to start of paragraph 2
2. Add Employee Survey and Parent Survey to Board Calendar
 - a. Add to board calendar for Fall and Spring (get at conferences)

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, October 17th, 2023 **6:00 p.m.** Location: At Three Rivers Montessori (note conflict w/parent teacher conferences, propose move to Monday, October 16th)
 - a. **ACTION ITEM:** Motion to move board meeting to Monday, October 16th, 2023 6:00 at Three Rivers Montessori
 - i. Motion to Approve- Brooke Blomker
 - ii. Motion Seconded- Josh Green
 - iii. Discussion: None
 - iv. Vote: Unanimous, motion carried
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

1. **ACTION ITEM:**
 - a. Motion to Adjourn- Brooke Blomker
 - b. Motion Seconded- Chris Castagneri
 - c. Discussion: None
 - d. Vote: Unanimous, motion carried

Board Approved: 8:16 pm Meeting adjourned