

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, November 21st, 2023 at 6:00 p.m.

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

Sent to OW - 11/16/2023 | Placed on Website - 11/16/2023

Approved On: 12/19/2023

I. CALL TO ORDER by Chairperson: Called to order by Chris Castagneri at 6:02pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Tim Eilrich, no conflicts, Lydia Skadberg, no conflicts, Brook Blomker, no conflicts, Chris Castagneri, no conflicts
2. Board Members Absent: Nikki Patterson and Josh Green
3. Other Attendees: Antonio Kuklok, ex officio; Anna Nation Director of Teaching and Learning; Addie Washington from Osprey Wilds (arrived at 6:12pm)

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: Time Eilrich
 - ii. Seconded: Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried

V. CONSENT AGENDA

1. ACTION ITEMS:

- a. APPROVAL: TRM Regular Board Meeting Minutes 10/16/23
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
- b. APPROVAL: Accept resignation of Cassie Zezulka as a TRM board member
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
- c. APPROVAL: Non-Discrimination Policy (Updated to include pregnancy language)
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
- d. APPROVAL: Board Member Code of Ethics Policy (Updated to include core values language)
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Tim Eilrich

- iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
- e. APPROVAL: Board Reflection Policy: (Updated to include core values language)
- i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried

VI. PUBLIC COMMENTS

None

VI. FINANCE COMMITTEE

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

VII. INFORMATION ITEMS

- 1. Montessori Training with Anna Nation
 - a. Discussion around training requirements. The Director of Teaching and Learning recommends keeping this discussion ongoing and asserts that full AMI/AMS training while teaching is not sustainable and should not be a requirement. She is looking at options and resources to support non-trained teachers in the interim and leaning into connections she has with the Montessori Center of Minnesota and the conversation will be ongoing. The board states their appreciation for the information and for the open communication on this topic.
- 2. Enrollment Update
- 3. Staffing Update
- 4. Building Update including Fire Marshal Inspection Report and MDH Food Inspection Report
- 5. Fall Family Survey Results
- 6. Fall Staff Survey Results

IX. DISCUSSION ITEMS

- 1. APPROVAL: Increase in line of credit from \$75,000.00 to \$200,000.00 with the Bank of Elk River
 - a. Motion to Approve: Tim Eilrich
 - b. Motion Seconded: Lydia Skadberg
 - c. Discussion: None
 - d. Vote: Unanimous, Motion Carried
- 2. APPROVAL: CSDC Lease Amendment
 - a. Motion to Approve: Lydia Skadberg
 - b. Motion Seconded: Brooke Blomker
 - c. Discussion: None

- d. Vote: Unanimous, Motion Carried
- 3. OW Site Visit Report
- 4. OW Board Observation Feedback
- 5. Policy Reviews
 - a. Credit Card Policy (update)
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
 - b. Consent Agenda Policy (New Policy)
 - i. Motion to Approve: Tim Eilrich
 - ii. Motion Seconded: Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
 - c. Use of Peace Officers and Crisis Teams to Remove Students With IEP's From School Grounds Policy (New Policy, State Mandated; TRM's legal team at Ratwik, Roszak, & Maloney wrote this policy, should go unchanged)
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Brooke Blomker
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
 - d. Student Data Privacy Policy(New Policy, Authorizer Mandated; TRM's legal team at Ratwik, Roszak, & Maloney wrote this policy, should go unchanged)
 - i. Motion to Approve: Tim Eilrich
 - ii. Motion Seconded: Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
 - e. Malicious and Sadistic Conduct Policy (New Policy, State Mandated; HR reviewed draft policy and as far as we know, no one has had this policy previously)
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Brooke Blomker
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, December 19th, 2023 **6:00 p.m.** Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

1. Motion to Adjourn: Brooke Blomker
2. Motion Seconded: Lydia Skadberg
3. Discussion: None
4. Vote: Unanimous, Motion Carried meeting ended at 7:12pm