

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

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

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

Sent to OW - 12/14/2023 | Placed on Website - 12/14/2023

Recorded Minutes Approved On: 01/16/2024

I. CALL TO ORDER by Chairperson: Chris Castagneri at 6:03pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Tim Eilrich, no conflicts; Josh Green, no conflicts; Lydia Skadberg, no conflicts; Chris Castagneri, no conflicts
2. Board Members Absent: Nikki Patterson and Brook Blomker (late, arrived at 6:05) 3. Other Attendees: Antonio Kuklok, Ex Officio; Jenny Hepokoski, parent; Anna Nation, Dir of T&L

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 - Tim motions to move the Capital Investments discussion to the finance section as item b
 - i. Motion to Approve: Lydia Skadberg Motions to approve with Tim's amendment
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, motion carried

V. CONSENT AGENDA

1. ACTION ITEMS:

- a. APPROVAL: TRM Regular Board Meeting Minutes 11/21/23
 - i. Motion to Approve: Brooke Blomker
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
- b. APPROVAL: TRM Emergency Board Meeting Minutes 12/07/23
 - i. Motion to Approve: Brooke Blomker
 - ii. Motion Seconded: Tim Eilrich
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion Carried
- c. APPROVAL: Chemical Use and Abuse Policy (Updated w/board recommended edits)
 - i. Motion to Approve: Brooke Blomker
 - ii. Motion Seconded: Tim Eilrich

- iii. Discussion: None
- iv. Vote: Unanimous, Motion Carried

VI. PUBLIC COMMENTS

None

VI. FINANCE COMMITTEE

- a. November 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
 - 2. Motion Seconded: Josh
 - 3. Discussion: None
 - 4. Vote: Unanimous, Motion carried
- b. Capital Investments - Discussion around creation of a subcommittee to vette out capital projects to draw in more students. Creation of a survey to get stakeholder feedback will go out. Talk of getting parents to come in and donate time and labor with specific projects.

VII. INFORMATION ITEMS

- 1. Enrollment Update
- 2. Staffing Update
- 3. Building Update
- 4. Advertising Campaign Update
- 5. ELP Plan Feedback from Osprey Wilds
- 6. Osprey Wilds Notice of Deficiency Closeout

IX. DISCUSSION ITEMS

- 1. APPROVAL: Children's House Employee Discount Program - Brooke recommends first come first served from an equity standpoint. Chris recommends we wait and have Mindy come up with the number for capacity or a threshold before we start losing money on the program, will present the number at the January board meeting.
 - a. Motion to Approve: Tabled to January
 - b. Motion Seconded:
 - c. Discussion:
 - d. Vote:
- 2. Review Articles of Incorporation
- 3. Review Board of Director's Bylaws - Will get description of the Advisory committee and then vote on all ratifications at the January board meeting
- 4. Policy Reviews
 - a. Nepotism Policy (Update)
 - i. Motion to Approve: Lydia Skadberg
 - ii. Motion Seconded: Josh Green
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion carried
 - b. Purchase of Group Health Insurance Policy (Update)

- i. Motion to Approve: Brooke Blomker
 - ii. Motion Seconded: Lydia Skadberg
 - iii. Discussion: None
 - iv. Vote: Unanimous, Motion approved
- c. Grade Level Enrollment Policy (Update)
- 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, January 16th, 2024 **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: Josh Green
3. Discussion: None
4. Vote: Unanimous, Motion carried

Meeting ended at 7:20pm