

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, October 22, 2024 at 6:00 p.m.

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

Sent to OW - 10/16/2024 | Placed on Website – 10/16/2024

Approved on:

I. CALL MEETING TO ORDER

A. Pledge of Allegiance

B. Roll Call and Declaration of Conflict of Interest

a. Board Members Present + Declarations:

- i. Brooke Blomker, Tim Eilrich, Nikki Patterson, Patrick Locken - 6:05 PM;
- ii. Lydia Skadberg - 6:10 PM
- iii. Jenny Hepokoski - 6:40 PM

b. Board Members Absent: Jenny Hepokoski, Jan Creed, and Lydia Skadberg

c. Other Attendees: Paula Henry, Sara Roell, Connie Wrightsman, Pat Hartman

C. Review of TRM Mission and Vision Statements

Mission: Empowering students to reach their full potential through authentic Montessori learning.

Vision: Academic Excellence * Community Engagement * Environmental Stewardship

D. APPROVAL OF MEETING AGENDA

a. Voting

- i. Motioned - Brooke
- ii. Seconded - Tim
- iii. Opposed - None
- iv. Motion carried

II. PUBLIC COMMENTS

III. GENERAL REPORTS

A. Executive Director Report

a. Monthly Report

- i. Staff getting in the swing of things for the school year
- ii. Raccoons read initiative - students excited to report
- iii. Recent data day reviewing Fastbridge results; reviewing for possible early interventions for students. Reading Corps and Title I coordinator will begin helping with interventions soon.
- iv. MTSS data being reviewed soon, grouping students for interventions.
- v. Osprey Wilds site visit went well, students engaged in the materials and doing practical life work. Recommendations made for teacher evaluation updates.
- vi. STAR Report completed
- vii. Staff goal setting coming up
- viii. December budget analysis upcoming
- ix. Environmental Education update from Lydia Skadberg

- x. Community conversations in the area about possibly leasing space or partnering in some way
 - b. Executive Director Goals Update
 - i. Staff development - Data day with staff, positive climate
 - ii. Community Engagement - Community Conversations with Spectrum about possibly leasing space or merging in the future.
 - iii. Budget analysis
- B. Director of Operations Report
 - a. Enrollment
 - i. Currently at 118 ADM; will be down to 116 by the end of the week (relocating)
 - ii. Waiting on an enrollment packet this week
 - iii. Goal to keep enrollment at 120 ADM for the year
- C. Finance Report
 - a. Review Financial Executive Summary and questions
 - i. Fund balance projected to be 9% of expenditures by EOY
 - ii. Much work was done to cut expenditures this year, will finish the school year in the black
 - b. Review Audit Video - Will be reviewing at the November meeting
 - c. Finance consultant will be preparing a new quarterly report to be shared with Osprey Wilds

IV. GOVERNANCE

- A. Policies: The School Board will be asked to review as a first reading the following policies as part of the annual review cycle.
 - a. 211 Public Participation in School Board Meetings - New
 - i. Discussion
 - b. 212 Board Data and Privacy Policy - New
 - i. Discussion
 - c. 213 Open and Closed Meetings – New
 - i. Discussion
 - d. 214 School Board Meeting Minutes – New
 - i. Discussion
 - e. 407 Nepotism Policy – Review with changes
 - i. Discussion
 - f. 502 Student Discipline and Behavior Policy - Review with Changes
 - i. Discussion
 - g. Delete prior 501 Behavior Policy
 - i. Discussion
 - h. 511 Bullying Prohibition - New
 - i. Discussion
- B. Policies: The School board will be asked to approve these policies:
 - a. 403 Dress Code Policy – Final Review and approval
 - i. Discussion
 - ii. Voting
 - 1. Motioned - Lydia Skadberg
 - 2. Seconded - Nikki
 - 3. Opposed - None
 - 4. Motion carried

V. Action Items

- A. Approve TRM Regular Board Meeting Minutes 9/17/2024
 - a. Voting

- i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- B. Approve Prior Month Financial Report
 - a. Voting
 - i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- C. Approve Prior Month Expenditures
 - a. Voting
 - i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- D. Approve Designs for Learning Services Contract for 2024-2025
 - a. Voting
 - i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- E. Approve the World's Best WorkForce Plan 2023-2024 now called the CACR (Comprehensive Achievement and Civic Readiness)
 - a. Voting
 - i. Motioned - Brooke Blomker
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- F. Approve Personnel
 - a. Permission to hire a Special Education Paraprofessional
 - i. Discussion
 - 1. Paula - would be a SPED position, 95% reimbursed by the state
 - 2. Cash flow would cover the position until we are reimbursed by the state
 - 3. Discussion with SPED Director has been had; need is justified by increased number of SPED students so far this school year
 - ii. Voting
 - 1. Motioned - Lydia Skadberg
 - 2. Seconded - Tim Eilrich
 - 3. Opposed - None
 - 4. Motion carried
- G. Approvals
 - a. Financial – Approve a Teacher/Paraprofessional Substitute Daily and Half Day Rate of Pay
 - i. Discussion
 - 1. Teacher: From 26.00 an hour to (28.00) 210.00 daily rate of pay (daily average in State)
 - 2. Teacher: Half day daily rate is 105.00
 - 3. Paraprofessional: From 21.00 an hour to 22.00 an hour which is a daily rate of 165.00
 - 4. Paraprofessional: Half day rate is 82.50
 - ii. Voting
 - 1. Motioned - Lydia Skadberg
 - 2. Seconded - Nikki Patterson
 - 3. Opposed - None

4. Motion carried
- b. Approval of donations – None at this time

VI. INFORMATION

- A. Upcoming Dates of Importance:
 - a. November 4th and 5th – Teacher Workshop/Staff Development

VII. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, November 19th, 2024 **6:00 p.m.** Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair, Jenny Hepokoski

VIII. ADJOURNMENT

- c. Voting
 - i. Motioned - Lydia Skadberg
 - ii. Seconded - Brooke Blomker
 - iii. Opposed - None
 - iv. Motion carried

Meeting ended at: 7:01 PM