

# THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, November 15, 2022 at 6:00 p.m.

Zoom Meeting - Due to COVID

<https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMa1VjSVhLSGINYm9HQOT09>

Meeting ID: 852 5074 7687

Passcode: k2CJdy

One tap mobile

+1 312 626 6799 US (Chicago) +1 929 436 2866 US (New York)

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Phone Passcode: 750431

Find your local number: <https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMa1VjSVhLSGINYm9HQOT09>

Sent to OW - 11/10/2022 | Placed on Website - 11/10/2022

**Board Approved on 12/20/2022**

**I. CALL TO ORDER** by Chairperson:

**II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST**

1. Board Members Present + Declarations: [Shanny Snyder](#), [Amanda Johnston](#), [Tim Eilrich](#), [Angie Johnson](#), [Chris Castagneri](#) + No Conflicts to Declare by any board members.
2. Board Members Absent: [None](#)
3. Other Attendees: [Antonio Kuklok](#), [Debbie Hutton](#) + spectators.

**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
- b. [Tim requested to add a discussion item for HR Discussion.](#)
  - i. [Motion to Approve - Tim](#), To approve the Meeting Agenda
  - ii. [Motion Seconded - Angie](#)
  - iii. [Discussion - None](#)
  - iv. [Vote - Shanny, Amanda, Tim, Angie, Chris - Unanimous Vote](#)
  - v. [Motion - Carried](#)

**V. PUBLIC COMMENTS**

**VI. CONSENT AGENDA**

1. **ACTION ITEMS:**

- a. **APPROVAL:** TRM Regular Board Meeting Minutes 10/18/2022
  - i. [Motion to Approve -Shanny made a motion to approve the board meeting minutes from 10/18/2022](#)
  - ii. [Motion Seconded - Tim](#)
  - iii. [Discussion - None](#)
  - iv. [Vote - Shanny, Amanda, Tim, Angie, Chris - Unanimous Vote](#)

- v. Motion - Carried
- b. **APPROVAL:** Paraprofessional Wage Increase
  - i. Discussion:
    - 1. Antonio stated that our paraprofessionals are paid \$18.00, 728 District is paying around \$21.00 per hour. Requesting that we raise the pay scale to \$22.00 per hour.
    - 2. Tim discussed that losing staff, open head counts currently with our para, and to remain competitive. Therefore suggested to go above 728 wage and increase to \$22.00
    - 3. Chris and Antonio discussed how Special Education was an essential area for the school. We have a great team and we want to retain.
    - 4. Shanny agrees that paras are essential. Concerned that staff sometimes start as para, then becomes an assistant etc...will make it difficult to motivate individuals to walk that path if there is a wage loss as an assistant.
    - 5. Antonio clarified that moving from para to educational assistant is not lateral. Paras have less hours then an EA and covers very different duties.
    - 6. Chris and Antonio clarified that all areas we will be looked at for increases in wages.
  - 7. Motion to Approve -Shanny made a motion to approve the increase in paraprofessional wage increase to \$22.00
  - 8. Motion Seconded - Angie
  - 9. Discussion - None
  - 10. Vote - Shanny, Amanda, Tim, Angie, Chris - Unanimous Vote
  - 11. Motion - Carried

## **VII. REPORTS**

- 1. Environmental Learning Plan
  - a. Debbie presenting on the ELP from 20-21 school year.
- 2. Classroom Update
  - a. Debbie presenting on the classroom experience.
    - i. Teachers are trained or in training on the Montessori philosophy
    - ii. Less behaviors from the students
    - iii. The decision to not bring in new 5th and 6th graders has been instrumental in helping the classroom become normalized. Not asking them to learn how to function in the montessori classroom at the end of the elementary school career
    - iv. Having a school social worke and behavior interventionist on staff supporting our student body.
    - v. This has all allowed us to be on the offense and preparing for our students.
- 3. Finance Committee
  - a. October Month End Financials
    - i. Presented by Antonio and Tim
      - 1. Switch to KDV Bergen then look at possibly revising the budget to account for the ADM projected at 173 while being paid on ADM of 166.
    - ii. **APPROVAL:** Prior Month Expenditures
      - 1. Motion to Approve -Tim made a motion to approve the October Monthly expenditures
      - 2. Motion Seconded - Amanda
      - 3. Discussion - None
      - 4. Vote - Shanny, Amanda, Tim, Angie, Chris - Unanimous Vote
      - 5. Motion - Carried

- iii. **APPROVAL:** Prior Month Financial Report
  - 1. Motion to Approve -Tim made a motion to approve the October Financials Report
  - 2. Motion Seconded - Amanda
  - 3. Discussion - None
  - 4. Vote - Shanny, Amanda, Tim, Angie, Chris - Unanimous Vote
  - 5. Motion - Carried
- b. Line of Credit Renewal Update
  - i. Antonio is working with the bank to obtain this update.

## **VIII. INFORMATION ITEMS**

- 1. Enrollment and Waitlist Update
  - a. Antonio Presented: Denoted that there was an error in the open seat numbers. 4th grade should be showing that we over enrolled by 8 seats.
  - b. Tim asked are the students leaving longer term students? Antonio said it is about 50/50 mix.
  - c. Chris asked if we should discussed this at the strategic planning session. Antonio agreed we should.
  - d. Chris asked if families are asking to tour the school. Antonio stated that Debbie is providing the tour and having a discussion about is this school the right fit for your students. Letting them make an educated decisions.
  - e. Tim asked what reasons are families not joining? Antonio suggested that some families that are not joining are because they have special education students and we are not as robust as a traditional district school. Also that some families are not wanting to transfer their students to TRM mid-year.
  - f. Chris encouraged the board to also voice the wins the school is experiencing and allowing those voices rise to the top. The board is not allowing misinformation to be unchecked. Antonio suggested that those that are are unsatisfied with TRM to spend time at the school and see what is transpiring
- 2. Pathfinders Before and Aftercare Update
  - a. Antonio presented: We are starting to see a projected net even though we are using staff that may be dipping into overtime.
  - b. Tim who is our staffing pool? Antonio stated that we want the program to be an extension of our montessori method, this makes the program a more normalized environment therefore we try to utilize staff.
- 3. Building Update: Projects and facilities update
  - a. Presented by Antonio: Roof is an ongoing issue. Glass for the lower door was not installed by 11/15, hopeful it will be completed by the end of the week.
- 4. Staffing Update: Current open positions and newly filled positions
  - a. Antonio presented: Hopeful with the increased pay that we will get more applications. Also the new sped coordinator will provide some additional hiring avenues.

## **IX. DISCUSSION ITEMS**

- 1. Strategic Planning Session
  - a. Antonio presented: 6 hour discussion that will be held at the Elk River Library. They will help facilitate the session and make sure it is meaningful.
  - b. Chris asked the board to make suggestions for the session.
  - c. Antonio has sent out a family and student survey to gather information.
- 2. HR Discussion (ADDED to the Agenda 11/15/22)
  - a. Chris said do we or do we not have a Personel Committee. Begin this right after Strategic Planning meeting and provide Antonio with some feedback.
  - b. Antonio suggested that we table the Personel Committee until we discuss committees in the strategic planning sessoin.

- c. Antonio is scrubbing board policies, and creating new policies that are missing, updating those that existing and then we will build from there.
- d. Tim requested that the before and after of the policy changes be presented.
- e. Tim discussed the need for a Safety Committee, Antonio stated that it is the front office and it is part of the employee handbook.
- f. Chris asked if Kara should come up with a one pager for the board book for new members ie how to handle complaints, best practices etc.. Antonio, Amand and Tim agreed that would be helpful. Chris is going to reach out to work with Kara on this request.
- g. Tim asked how do we handle complaints? Antonio said he uses Chris as his first point of contact. Then will add following up with the board members to let them know what was done, denote the policies and procedures then that can be used to craft the message. How do we handle social media complaints. Chris suggested that we counter the negative comments with lots of positive comments on our social media feeds and other avenues to show a truer landscape. Begin asking our supporters to make a review. Then we do not need to engage on negative social media posts. Chris had drafted some responses. Amanda suggested that we at least respond. Chris will reply to all board message complaints and BCC in the board. Amanda asked how to handle the complaints made. Chris said that there is a complaint policy on the website and to refer to that.
- h. Chris asked if we bid for health insurance. Antonio said this occurred this summer.

## **X. REVIEW OF NEXT MEETING DATE**

1. Date, Time, Location of Next Regular Board Meeting - December 20, 2022 6:00 p.m.
2. Agenda Items Request or Send to Board Chair

## **XI. ADJOURNMENT**

1. Motion to Approve -Amanda made a motion to adjoure the meeting
2. Motion Seconded - Tim
3. Discussion - None
4. Vote - Shanny, Amanda, Tim, Angie, Chris - Unanimous Vote
5. Motion - Carried

Board Approved: