

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, December 20, 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)

Meeting ID: 852 5074 7687

Phone Passcode: 750431

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

Sent to OW - 12/15/2022 | Placed on Website - 12/15/2022

I. CALL TO ORDER by Chairperson:

Chris Castagneri called to order at 6:02 pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Shanny Snyder, Amanda Johnston, Chris Castagneri + No Conflicts to Declare by any board members.
2. Board Members Absent: Angie Johnson, Tim Eilirch
3. Other Attendees: Antonio Kuklok, Erin Anderson (Osprey Wilds), Kelly Lewis (SPED Coordinator), Rose Bley Meyer

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 - Amanda , To approve the Meeting Agenda
 - ii. Motion Seconded - Shanny
 - iii. Discussion - None
 - iv. Vote - Shanny Amanda, Chris - Unanimous Vote
 - v. Motion - Carried

V. PUBLIC COMMENTS

VI. CONSENT AGENDA

1. ACTION ITEMS:

- a. APPROVAL: TRM Regular Board Meeting Minutes 11/15/2022
 - i. Motion to Approve -Shanny made a motion to approve the board meeting minutes from 11/15/2022
 - ii. Motion Seconded - Amanda
 - iii. Discussion - None
 - iv. Vote - Shanny, Amanda, Chris - Unanimous Vote

- v. Motion - Carried
- b. **APPROVAL:** Student Data Privacy Policy
 - i. Antonio presented the policy.
 - ii. Erin Anderson requested clarification on our data policy status. She is willing to provide a list of required policies. The data policies must be updated by August 1st of each year and recommends adding this to the board calendar.
 - iii. Motion to Approve - Amanda made a motion to approve the Student Data Privacy Policy
 - iv. Motion Seconded - Shanny
 - v. Discussion - None
 - vi. Vote - Shanny, Amanda, Chris - Unanimous Vote
 - vii. Motion - Carried
- c. **APPROVAL:** Application, Enrollment, and Lottery Policy (Updated and combined)
 - i. Antonio presented the policy
 - ii. Erin Anderson asked for a copy of the policy to add it into the contract.
 - iii. Shanny Snyder asked if there was an order for Staff student preference or sibling preference.
 - iv. Erin Anderson denoted that it has been interpreted by MDE as Sibling preference must go first and then Staff Student preference.
 - v. Motion to Approve - Shanny made a motion to approve the Application, Enrollment and Lottery Policy
 - vi. Motion Seconded - Amanda
 - vii. Discussion - None
 - viii. Vote - Shanny, Amanda, Chris - Unanimous Vote
 - ix. Motion - Carried
- d. **APPROVAL:** Osprey Wilds Amended Contract Documents
 - i. Antonio presented the amendments, noting the most significant change was modifying the grades from K-8 to Preschool - 8.
 - ii. Erin Anderson commented on the historical creation of TRM and how the contract had been adjusted previously, denoting that we had three pre-operational years.
 - iii. Shanny asked if it is OK that the contracts still state Audubon Center of the North Woods.
 - iv. Erin Anderson stated that the prior contracts will list Audubon, yet they legally changed their name to Osprey Wilds and the courts, MDE etc will recognize them as Osprey Wilds.
 - v. Motion to Approve - Amanda made a motion to approve the Osprey Wilds Amended Contract Documents.
 - vi. Motion Seconded - Shanny
 - vii. Discussion - None
 - viii. Vote - Shanny, Amanda, Chris - Unanimous Vote
 - ix. Motion - Carried
- e. **APPROVAL:** Rose Bleymeyer as new board member
 - i. Motion to Approve - Shanny made a motion to approve tRose Bleymeyer as a new board member.
 - ii. Motion Seconded - Amanda
 - iii. Discussion - None
 - iv. Vote - Shanny, Amanda, Chris - Unanimous Vote
 - v. Motion - Carried

VII. REPORTS

1. SPED Report: Update on Program w/new Coordinator, Kelly Lewis
 - a. Introduction and Sped Report Presented by Kelly Lewis. We are on track with due process, student assessments, our SpEd Teacher Ali Belford has returned from leave, Special Education Counsel is an annual meeting, update the website to include more information to provide a bridge and connection with families. Weekly meetings with the Sped staff has been conducted.
 - b. Erin Anderson asked how large our case load was.
 - c. Kelly reported 44 including speech/language, plus evaluations. The evaluations are being streamlined to run efficiently. The SAT (student assistance team) team brings evidence based interventions and the use of that data to determine if SPED evaluations should be conducted. We are in need of reading interventionist to support the student body.
 - d. Erin asked what the SPED staffing was
 - e. Kelly reported 9 paraprofessionals with many dedicated to specific students, 1 SpEd Director, 1 SpEd Coordinator, 1 SpEd Teacher.
 - f. Chris asked what support the Board could be providing
 - g. Kelly said that Paula and Antonio are wonderful supports.
2. Finance Committee
 - a. November Month End Financials
 - i. **APPROVAL:** Prior Month Expenditures
 1. Motion to Approve - Amanda made a motion to approve November 2022 Expenditures.
 2. Motion Seconded - Shanny
 3. Discussion - None
 4. Vote - Shanny, Amanda, Rose, Chris - Unanimous Vote
 5. Motion - Carried
 - ii. **APPROVAL:** Prior Month Financial Report
 1. Antonio presented the report. Our budget is based on 166 and our actual ADM is under and we have yet to determine how this will impact the budget.
 2. Erin Anderson is asking is the cash balance without a line of credit?
 3. Antonio reported yes.
 4. Motion to Approve - Shanny made a motion to approve November 2022 prior month's financial report.
 5. Motion Seconded - Amanda
 6. Discussion - None
 7. Vote - Shanny, Amanda, Rose, Chris - Unanimous Vote
 8. Motion - Carried
 - b. Line of Credit Renewal Update
 - c. Financial Services Update
 - i. Board members are encouraged to join the Finance Committee meetings.

VIII. INFORMATION ITEMS

1. Enrollment and Waitlist Update
 - i. Antonio presented, noting ADM is low and it is not expected significantly pick up before the end of the year.
 - ii. Chris asked about the exit surveys
 - iii. Antonio responded that families have reported leaving because Montessori was not the right fit for their families.
 - iv. Rose asked what the -7 was on the Open Seat chart.
 - v. Jonna replied that it is because we are over enrolled this year by our goal of 20 students for that grade and therefore we have 7 less spots for future

- enrollment.
 - vi. Chris asked about family survey results
 - vii. Rose commented that families are noticing that those with SpEd needs are receiving less supported than needed. Also that the student's with higher needs are requiring more of the support of the General Education support and then that is less support for the whole classroom.
 - viii. Antonio commented that Kelly will be assessing the SpEd needs and allocating our para's time adequate.
 - ix. Erin Anderson was asking about the amount of ADM we are currently being paid on?
 - x. Antonio responded 166.
 - xi. Erin commented that we are being significantly overpaid.
 - xii. Chris commented that we have updated Bergen KDV on the ADM issue.
 - xiii. Amanda has nothing to add
 - xiv. Shanny commented she had previously been worried but she is no longer due to the increased communication.
 - xv. Chris commented that building up from Pre-K relationships will help stabilize the school.
2. Building Update
 - i. Antonio presented. CDSC proposed rolling the roof repair into the existing loan.
 3. Staffing Update
 - i. Antonio presented.

IX. DISCUSSION ITEMS

1. Strategic Planning Session Recap
 - a. Chris & Antonio presented. Identified the core values. target markets, What sets us apart, Creating the 1 year, 3 year & 5 year plans.
 - b. Antonio will be conducting monthly action meetings to accomplish the goals laid out.
 - c. Erin Anderson commented that the board has done great work and is hopeful that they continue to return to the plan often. Glad to see that clear expectations have been laid out for the Executive Director. How might the values come out into action for each of you. The values should show up in the way we live and make decisions. " Where does <value> live?" The metrics for the MCAs are not aligned with the Osprey Wild's contract. Suggesting to align these so that there are not multiple targets to hit. The current contract is capped at 250 students and the goal is set at 300 and would need to be revised with Osprey.

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - January 17, 2022 6:00 p.m.
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

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

Board Approved: