

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, December, 17, 2024 at 6:00 p.m.

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

Sent to OW - 12/12/2024 | Placed on Website – 12/13/2024

Approved on: 12/13/2024

I. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call and Declaration of Conflict of Interest - Called to order at 6:00 PM
 - a. Board Members Present + Declarations: Lydia Skadberg, Nikki Patterson, Brooke Blomker, Jan Creed, Patrick Locken, Jenny Hepokoski
 - b. Board Members Absent: Tim Eilrich
 - c. Other Attendees: Paula Henry Ex-Officio, Sarah Roell, Chris Castagneri
- C. Review of TRM Mission and Vision Statements

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

Vision: Academic Excellence * Community Engagement * Environmental Stewardship

D. APPROVAL OF MEETING AGENDA

- a. Voting
 - i. Motioned - Nikki Patterson
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Meeting agenda approved unanimously

II. PUBLIC COMMENTS

III. GENERAL REPORTS

- A. Finance Report
 - a. Monthly Financials
 - i. Financials included in packet, budget on track for the year.
 - ii. Paula making recommendations later in the meeting looking ahead of enrollment for 2025-2026 school year.
- B. Executive Director Report
 - a. Monthly Report
 - i. Executive Director Goals Update
 - 1. MTSS and Data
 - 2. Student Survey and Staff Survey
 - a. Sent out earlier this week
 - 3. Media Center and Schedule
 - a. Media center schedule going well
 - b. Some new laptops and books have been purchased
 - c. Discussed posting a part-time media specialist position for the remainder of the year, media center funding could be

- used for this position and does not carry over to next school year
- 4. Looking ahead for Montessori training
 - a. January 18 conference in River Falls, WI
- ii. Other Information:
 - 1. Enrollment
 - 2. Staffing Update:
 - a. One paraprofessional resignation and one new Hire replacement
 - b. Still interviewing for one new special education paraprofessional position that was approved
 - c. Posting for Teachers for 2025-2026
- iii. Coming Up:
 - 1. Bylaws updated
 - 2. Policies
 - 3. Lottery – Tours and Process
 - 4. Forecasting 2025-2026 Budget
 - 5. Salaries and Benefits for 2025-2026
 - 6. Montessori Teacher Qualifications
 - 7. Vision for our programming 2025-2026 (specialists)
 - a. Considering Music Specialist, possibly PE specialist
- iv. Discussion on Preschool for 2025-2026
 - a. Information/models and financial impacts from Mindy Wachter and Sarah Roell
 - b. Input from historical perspective from Chris Castagneri

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. 512 School Sponsored Student Publications and Activities - First Reading
- B. Policies: The School board will be asked to approve these policies:
 - a. None

V. Action Items

- A. Approve TRM Regular Board Meeting Minutes 11/19/2024
 - Voting
 - Motioned - Lydia
 - Seconded - Nikki
 - Opposed - none
 - Motion carried unanimously
- B. Approve Prior Month Financial Report
 - Voting
 - Motioned - Lydia
 - Seconded - Nikki
 - Opposed - none
 - Motion carried unanimously
- C. Approve Prior Month Expenditures
 - Voting
 - Motioned - Lydia
 - Seconded - Nikki
 - Opposed - none
 - Motion carried unanimously

- D. Approve not renewing the preschool program beginning in Fall of 2025

Voting

Motioned - Lydia

Seconded - Nikki

Opposed - none

Motion carried unanimously

- E. Approval of donations

- a. Books Student Use – Anonymous – 3 Family Donations

Voting

Motioned - Lydia

Seconded - Nikki

Opposed - none

Motion carried unanimously

VI. INFORMATION

- A. Upcoming Dates of Importance:

- a. Thursday Dec. 19th – Staff Gathering at School 2:15-3:00 PM
- b. Dec. 16th – Dec. 20th – School Spirit Week
- c. December 23rd through January 3rd Winter Break
- d. January 15th Finance Meeting 4:00 PM
- e. January 15th Parent Meeting 6:00 PM
- f. January 20th Martin Luther King Day – No School
- g. January 21st Teacher Workshop – No School
- h. January 21st School Board Meeting

VII. REVIEW OF NEXT MEETING DATE

- 1. Date, Time, Location of Next Regular Board Meeting - Tuesday, January 21st 2025 at **6:00 p.m.** Location: At Three Rivers Montessori
- 2. Agenda Items Request or Send to Board Chair, Jenny Hepokoski

VIII. ADJOURNMENT

Meeting ended at: 7:07 PM

Voting

Motioned - Lydia

Seconded - Nikki

Opposed - none

Motion carried unanimously