

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, March 19th, 2024 at 6:00 p.m.

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

Sent to OW - 03/14/2024 | Placed on Website - 03/14/2024

Approved on:

I. CALL TO ORDER by:

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations:
2. Board Members Absent:
3. Other Attendees:

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

V. CONSENT AGENDA

1. **ACTION ITEMS:**
 - a. APPROVAL: TRM Regular Board Meeting Minutes 02/20/24

VI. PUBLIC COMMENTS

None

VI. FINANCE COMMITTEE

- a. February Month End Financials
 - i. **ACTION ITEM:** Approve Prior Month Financial Report
 - ii. **ACTION ITEM:** Approve Prior Month Expenditures
- b. Capital Improvement Subcommittee discussion

VII. INFORMATION ITEMS

1. Enrollment Update
2. Staffing Update
3. 2024-2025 Enrollment Update
4. 2024 Live Lottery Results
5. MDH Surprise Food Service Inspection on 03/12/2024

6. Seating Proposal for Kindergarten Enrollments
7. Draft School Calendar for SY 24'-25' Update and Timeline

IX. DISCUSSION ITEMS

1. Policy Reviews -
 - a. Electronic Funds Transfer Policy - New, Authorizer mandated
 - b. Fund Balance Policy - New, Authorizer mandated
 - c. Teacher & Staff Evaluation Policy - New, Authorizer mandated
 - d. School Curriculum & Instructional Goals Policy - New, Authorizer mandated
 - e. Acceptance of Gifts/Donations Policy - New, Authorizer mandated
2. Update on 2024 Board Election Timelines and Details - Brooke created a staggered board seating chart that will allow for seats to term in a rotating fashion. The board will notify the public that there will be two open seats for election in May.
 - a. Annual Meeting on 05/21/2024 with election results to be shared

Notes from January meeting below:

- i. *Seats are not currently staggered on the board roster, secretary will determine staggering and what seats are up for election this year: Staggering proposed and taken for vote below*
- ii. *Board discusses succession planning and questions what strategies to implement to gain new board members (advertising)*
- iii. *Any members not looking to renew will let the board know before the February board meeting: Update, Chris resigning after this school year*
 1. *Approval of slated schedules: Nikki Motions to approve*
 2. *Seconded by Jenny Hepokoski*
 3. *Further Discussion: None*
 4. *Vote: Unanimous, motion carried*
- iv. Next Steps to prepare for May Annual Meeting?

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, April 16th, 2024 **6:00 p.m.**
Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

Meeting ended at: