

# THREE RIVERS MONTESSORI CHARTER SCHOOL

## Regular Board Meeting Agenda

Tuesday, June 17th, 2025 at 6:00 p.m.

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

Sent to OW – June 12th, 2025 | Placed on Website – June 12th, 2025

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:
  - b. Board Members Absent:
  - c. Other Attendees:
- 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

### II. PUBLIC COMMENTS

The School Board welcomes input from community members. Those who are interested in addressing the School Board at a future meeting can contact the Executive Director. This formal process is intended for items requiring greater scrutiny and discussion from board members. Advance notice is required to allow for administrative staff to gather necessary supporting documents and information and to allow for adequate notice to board members and the general public of items that will be brought before the board for discussion.

### III. GENERAL REPORTS

- A. Finance Report
  - i. Monthly Financials - Report attached
  - ii. FY2026 Budget Proposal and Approval
- B. Review Governance Binder and School Board Training
  - a. Osprey Wilds Checklist and Exhibit S - Paula Henry
- C. Executive Director Report
  - a. Monthly Report Attached
    - i. Executive Director Goals and Updates
      - 1. Review Osprey Wilds Visit and Documentation
      - 2. Update Policy Changes
      - 3. Staffing - New Hires and Returning Staff
      - 4. Procurement Process and Policy
      - 5. Osprey Wilds Annual Report FY24 Updated
      - 6. Title I Plan Submitted
      - 7. Literacy Plan 2025-2026
      - 8. Parent Involvement and Field Day
    - ii. Enrollment - Sarah Roell
  - b. Academic Achievement Report
    - i. MCA and Fastbridge Data

#### **IV. BOARD MEMBER TRAINING & SELF-REFLECTION**

- A. Recently completed trainings
- B. Upcoming opportunities for board training - See Osprey Wilds Board Member Book Study Opportunity and Courses beginning in June 2025
- C. School Board Evaluation Review and Discussion (see rubric)

#### **V. 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. Not at this time
- B. Policies: The School board will be asked to approve these policies and/or changes:
  - a. 411 Teacher & Staff Evaluation Policy
  - b. 504 ELL Identification and Instructional Policy
  - c. 903 Access to Data for Individual Data Subjects

#### **VI. Action Items**

- A. Approve TRM Regular Board Meeting Minutes 5/20/2025
- B. Approve Prior Month Financial Report (included)
- C. Approve Prior Month Expenditures
- D. Approval of Osprey Wilds Renewal Contract
- E. Approve Contracts for New Hires - E.A., Kindergarten Teacher, Art/Media Teacher
- F. Approve Pathfinders Schedule of Fees for 2025-2026
- G. Approval of Contract with Premier Kitchens
- H. Approval of contract with Designs for Learning
- I. Approval of Contract with Creative Planning
- J. Approval of Contract with ABDO (Auditing Service)
- K. Approval of Literacy Plan 2025-2026 to MDE
- L. Approval of Title I Plan to MDE
  - a. Approval of donations
    - i. Parent Leadership Team

#### **VI. INFORMATION**

- A. Upcoming Dates of Importance:
  - a. No Finance Meeting in July

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

- 1. Date, Time, Location of Next Regular Board Meeting - Tuesday July 15th, 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: