

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, April 22nd, 2025 at 6:00 p.m.

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

Sent to OW - April 17th, 2025 | Placed on Website – April 17th, 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
 - a. Monthly Financials - Mindy Wachter
 - i. Report attached
- B. North Risk Report - Mike Rohloff
- C. Review Governance Binder and School Board Training - Paula Henry
- D. Osprey Wilds Renewal Process - Brooke Blomker
 - a. Thank you to those who supported with the renewal process
 - i. Special thank you to Craig Kepler, Ember Reichgott Junge, Mindy Wachter, and 22Beacon for their support and insights
- E. Executive Director Report
 - a. Monthly Report Attached
 - i. Executive Director Goals/Update
 - ii. Enrollment and Lottery - Sarah Roell
 - iii. Fundraising - Chris Castagneri
 - iv. Environmental Update - Lydia Skadberg
- F. Academic Achievement Report

IV. BOARD MEMBER TRAINING & SELF-REFLECTION

- A. Recently completed trainings
- B. Upcoming opportunities for board training - See Osprey Wilds Board Member Book Study Opportunity

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. 201 Application to Serve as a Board Member - Changing to 201 School Board Election Process - **first reading**
- B. Policies: The School board will be asked to approve these policies:
 - a. 412 Teacher and Staff Salary Schedule Policy (new)
 - b. 408 TRM Time Off Policy (updates)

VI. Action Items

- A. Approve TRM Regular Board Meeting Minutes 3/25/2025
- B. Approve Work Session Minutes 3/31/2025, 4/8/2025. 4/9/2025
- C. Approve Prior Month Financial Report (included)
- D. Approve 2024-2025 Revised Budget
- E. Approve Prior Month Expenditures
- F. Approve TRM's Strategic Plan 2025-2030
- G. Approve hiring two or three new teachers for the 2025-2026 School Year to be determined by student enrollment numbers and model
- H. Approve hiring of new paraprofessional to replace resignation
- I. Approve School Calendar 2025-2026
- J. Approve North Risk Partners as TRM's Representative for Risk Management
- K. Approve Resources Occupational Therapy Services Agreement
- L. Approve the resignation/retirement of Teacher Jan Creed
- M. Approval of donations - none reported this month

VI. INFORMATION

- A. Upcoming Dates of Importance:
 - a. Field Trip - E1 April 23, 2025
 - b. Teacher Appreciation Week - May 5-9
 - c. Teacher Appreciation Day is Tuesday May 6th
 - d. Memorial Day - May 26th, 2025
 - e. Field Day - May 29th/ Rain date is May 30th
 - f. Last day of school for students - Thursday June 5
 - g. Staff Development - Friday June 6 - last day for teachers

h.	<p>Month of April - Solicit Applications</p> <p>April 30 - Last day to submit an application</p> <p>May 2nd - Candidates posted to website and social media for public announcement</p> <p>May 2nd - Physical ballots sent home</p> <p>May 5th - Elections open; ballots to be physically returned in the School Lobby</p> <p>May 16th - Elections close at 3 PM</p> <p>May 20st - School Board Meeting - Results of the election announced</p> <p>July meeting - New members sworn in (or August meeting if there is not a July meeting)</p>	05/20/2024
	Date of this year's board election:	

VII. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday May 20 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: