

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, October 22, 2024 at 6:00 p.m.

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

Sent to OW - 10/16/2024 | Placed on Website – 10/16/2024

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:

i. Brooke Blomker, Tim Eilrich, Nikki Patterson, Patrick Locken - 6:05 PM;

ii. Lydia Skadberg - 6:10 PM

iii. Jenny Hepokoski - 6:40 PM

b. Board Members Absent: Jenny Hepokoski, Jan Creed, and Lydia Skadberg

c. Other Attendees: Paula Henry, Sara Roell, Connie Wrightsman, Pat Hartman

C. Review of TRM Mission and Vision Statements

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

Vision: Academic Excellence * Community Engagement * Environmental Stewardship

D. APPROVAL OF MEETING AGENDA

a. Voting

i. Motioned - Brooke

ii. Seconded - Tim

iii. Opposed - None

iv. Motion carried

II. PUBLIC COMMENTS

III. GENERAL REPORTS

A. Executive Director Report

a. Monthly Report

i. Staff getting in the swing of things for the school year

ii. Raccoons read initiative - students excited to report

iii. Recent data day reviewing Fastbridge results; reviewing for possible early interventions for students. Reading Corps and Title I coordinator will begin helping with interventions soon.

iv. MTSS data being reviewed soon, grouping students for interventions.

v. Osprey Wilds site visit went well, students engaged in the materials and doing practical life work. Recommendations made for teacher evaluation updates.

vi. STAR Report completed

vii. Staff goal setting coming up

viii. December budget analysis upcoming

ix. Environmental Education update from Lydia Skadberg

- x. Community conversations in the area about possibly leasing space or partnering in some way
 - b. Executive Director Goals Update
 - i. Staff development - Data day with staff, positive climate
 - ii. Community Engagement - Community Conversations with Spectrum about possibly leasing space or merging in the future.
 - iii. Budget analysis
- B. Director of Operations Report
 - a. Enrollment
 - i. Currently at 118 ADM; will be down to 116 by the end of the week (relocating)
 - ii. Waiting on an enrollment packet this week
 - iii. Goal to keep enrollment at 120 ADM for the year
- C. Finance Report
 - a. Review Financial Executive Summary and questions
 - i. Fund balance projected to be 9% of expenditures by EOY
 - ii. Much work was done to cut expenditures this year, will finish the school year in the black
 - b. Review Audit Video - Will be reviewing at the November meeting
 - c. Finance consultant will be preparing a new quarterly report to be shared with Osprey Wilds

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. 211 Public Participation in School Board Meetings - New
 - i. Discussion
 - b. 212 Board Data and Privacy Policy - New
 - i. Discussion
 - c. 213 Open and Closed Meetings – New
 - i. Discussion
 - d. 214 School Board Meeting Minutes – New
 - i. Discussion
 - e. 407 Nepotism Policy – Review with changes
 - i. Discussion
 - f. 502 Student Discipline and Behavior Policy - Review with Changes
 - i. Discussion
 - g. Delete prior 501 Behavior Policy
 - i. Discussion
 - h. 511 Bullying Prohibition - New
 - i. Discussion
- B. Policies: The School board will be asked to approve these policies:
 - a. 403 Dress Code Policy – Final Review and approval
 - i. Discussion
 - ii. Voting
 - 1. Motioned - Lydia Skadberg
 - 2. Seconded - Nikki
 - 3. Opposed - None
 - 4. Motion carried

V. Action Items

- A. Approve TRM Regular Board Meeting Minutes 9/17/2024
 - a. Voting

- i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- B. Approve Prior Month Financial Report
 - a. Voting
 - i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- C. Approve Prior Month Expenditures
 - a. Voting
 - i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- D. Approve Designs for Learning Services Contract for 2024-2025
 - a. Voting
 - i. Motioned - Tim Eilrich
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- E. Approve the World's Best WorkForce Plan 2023-2024 now called the CACR (Comprehensive Achievement and Civic Readiness)
 - a. Voting
 - i. Motioned - Brooke Blomker
 - ii. Seconded - Lydia Skadberg
 - iii. Opposed - None
 - iv. Motion carried
- F. Approve Personnel
 - a. Permission to hire a Special Education Paraprofessional
 - i. Discussion
 - 1. Paula - would be a SPED position, 95% reimbursed by the state
 - 2. Cash flow would cover the position until we are reimbursed by the state
 - 3. Discussion with SPED Director has been had; need is justified by increased number of SPED students so far this school year
 - ii. Voting
 - 1. Motioned - Lydia Skadberg
 - 2. Seconded - Tim Eilrich
 - 3. Opposed - None
 - 4. Motion carried
- G. Approvals
 - a. Financial – Approve a Teacher/Paraprofessional Substitute Daily and Half Day Rate of Pay
 - i. Discussion
 - 1. Teacher: From 26.00 an hour to (28.00) 210.00 daily rate of pay (daily average in State)
 - 2. Teacher: Half day daily rate is 105.00
 - 3. Paraprofessional: From 21.00 an hour to 22.00 an hour which is a daily rate of 165.00
 - 4. Paraprofessional: Half day rate is 82.50
 - ii. Voting
 - 1. Motioned - Lydia Skadberg
 - 2. Seconded - Nikki Patterson
 - 3. Opposed - None

4. Motion carried
- b. Approval of donations – None at this time

VI. INFORMATION

- A. Upcoming Dates of Importance:
 - a. November 4th and 5th – Teacher Workshop/Staff Development

VII. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, November 19th, 2024 **6:00 p.m.** Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair, Jenny Hepokoski

VIII. ADJOURNMENT

- c. Voting
 - i. Motioned - Lydia Skadberg
 - ii. Seconded - Brooke Blomker
 - iii. Opposed - None
 - iv. Motion carried

Meeting ended at: 7:01 PM