

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, February 20th, 2024 at 6:00 p.m.

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

Sent to OW - 02/15/2024 | Placed on Website - 02/15/2024

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 01/16/24
 - b. APPROVAL: Student Medication Policy
 - c. APPROVAL: Resignation of Josh Green as a board member effective 02/17/2024

VI. PUBLIC COMMENTS

None

VI. FINANCE COMMITTEE

- a. January Month End Financials
 - i. **ACTION ITEM:** Approve Prior Month Financial Report
 - ii. **ACTION ITEM:** Approve Prior Month Expenditures
- b. Line of Credit Renewal Update
- c. Capital Improvement Subcommittee discussion

VII. INFORMATION ITEMS

1. Enrollment Update
2. Staffing Update
3. 2024-2025 Enrollment Update
4. MDE Food Service Review/Audit
5. Special Education Update with Katie Zehowski, SPED Director

6. NWEA Map Testing Results for Winter 2024

IX. DISCUSSION ITEMS

1. APPROVAL: Children's House New Logo Design
2. APPROVAL: Executive Director/Board Relations Handbook
3. 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
4. Sharing of ED Evaluation Rubric for 2023-2024
5. Update on 2024 Board Election Timelines and Details
 - a. Annual Meeting on 05/21/2024 with election results to be shared

Notes from previous 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*
 - 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*
6. Board Roles for the 2024-2025 School Year

X. REVIEW OF NEXT MEETING DATE

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

XI. ADJOURNMENT

Meeting ended at: