

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, January 16th, 2024 at 6:00 p.m.

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

Sent to OW - 01/11/2024 | Placed on Website - 01/11/2024

I. CALL TO ORDER by Chairperson:

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 12/19/23

VI. PUBLIC COMMENTS

None

VI. FINANCE COMMITTEE

- a. December Month End Financials
 - i. **ACTION ITEM:** Approve Prior Month Financial Report
 - ii. **ACTION ITEM:** Approve Prior Month Expenditures

VII. INFORMATION ITEMS

1. Enrollment Update
2. Staffing Update
3. 2024-2025 Enrollment Update
4. Crow River News Reader's Choice Award Winner for best Montessori school, 2024
 - a. Will be posted to Press and News Site:
https://www.hometownsource.com/press_and_news/
 - b. Window Clings to advertise our win
 - c. Exclusive advertising in the Readers' Choice Awards Publication

IX. DISCUSSION ITEMS

1. APPROVAL: Jenny Hepokoski as a parent board member
2. APPROVAL: TRM Bylaws - Updated
3. APPROVAL: Children's House Employee Discount Program
 - a. TRM Preschool Estimates:
 - i. 20 seats = \$195,000.00 in total revenues
 - ii. 2 current staff discounts = -\$16,800.00
 - iii. Estimated Total Revenue = \$178,200.00
 - iv. Estimated expenses including teacher and EA benefits and supplies = -\$116,176.00
 - v. FY25 Total Estimated Program Profit = +\$62,024.00
 - b. Potential language to approve: *7 of the 20 Preschool seats qualify for the staff discount. Anything beyond 7 children would be brought to the board for approval.*
4. Policy Reviews
 - a. Student Transportation Safety Policy - Update
 - b. Medication Policy - Update
5. Determine 2024 Board Election Timelines and Details
 - a. Annual Meeting on 05/21/2024 with election results to be shared

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, February 20th, 2024 **6:00 p.m.** Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

Meeting ended at