

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

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

Meeting held at Three Rivers Montessori: 17267 Yale St NW, Elk River MN 55330;
Jenny Hepokoski joining virtually from Fairfield Inn & Suites; 4929 Sanibel Drive, Alexandria, MN 56308;
320-763-0133 (Meeting will be monitored at TRM via a Zoom livestream)

Sent to OW - 04/11/2024 | Placed on Website - 04/10/2024

Approved on:

I. CALL TO ORDER by: Chris Castagneri at 6:07pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Nikki Patterson, no conflicts; Lydia Skadberg, no conflicts; Jenny Hepokoski, no conflicts; Chris Castagneri, no conflicts
2. Board Members Absent: Brooke Blomker, Tim Eilrich
3. Other Attendees: Antonio Kuklok, Executive Director, ex officio; Emily Edstrom Moore from Osprey Wilds

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
 - i. Motion to Approve: Lydia Skadberg
 - ii. Seconded: Nikki Patterson
 - iii. Further Discussion: None
 - iv. Vote:
 1. Nikki: In Favor
 2. Lydia: In Favor
 3. Jenny: In Favor
 4. Chris: In Favor
 - v. Unanimous Vote, Motion Carried

V. CONSENT AGENDA

1. ACTION ITEMS:

- a. APPROVAL: TRM Regular Board Meeting Minutes 03/19/24
 - i. Motion to Approve: Lydia Skadberg
 - ii. Seconded: Nikki Patterson
 - iii. Further Discussion: None
 - iv. Vote:
 1. Nikki: In Favor
 2. Lydia: In Favor
 3. Jenny: In Favor
 4. Chris: In Favor
 - v. Unanimous Vote, Motion Carried

VI. PUBLIC COMMENTS

None

VI. FINANCE COMMITTEE

a. March Month End Financials

i. **ACTION ITEM:** Approve Prior Month Financial Report

1. Motion to Approve: Lydia Skadberg
2. Seconded: Nikki Patterson
3. Further Discussion: None
4. Vote:

- i. Nikki: In Favor
- ii. Lydia: In Favor
- iii. Jenny: In Favor
- iv. Chris: In Favor

b. Unanimous Vote, Motion Carried

ii. **ACTION ITEM:** Approve Prior Month Expenditures

1. Motion to Approve: Lydia Skadberg
2. Seconded: Nikki Patterson
3. Further Discussion: None
4. Vote:

- i. Nikki: In Favor
- ii. Lydia: In Favor
- iii. Jenny: In Favor
- iv. Chris: In Favor

b. Unanimous Vote, Motion Carried

b. Capital Project Survey Results & Discussion:

- i. GOAL: Encourage enrollment growth and pupil retainment through capital projects. Capital projects are considered projects which are elective and cost greater than \$5,000 and complex enough to require subcommittee involvement and board approval.

Cross collaborate with parent committee? Chris to schedule a meeting to discuss options for a fundraiser and community outreach.

- Rate, prioritize and consider each idea
 - How to achieve (each project):
 - Evaluate
 - Advertise -
 - Communicate -
 - Execute -
 - Required resources:
 - Funding -
 - Volunteering -

VII. INFORMATION ITEMS

1. Authorizer Renewal Timeline and Application with Osprey Wilds - Emily Edstrom Moore
2. Enrollment Update
3. Staffing Update
4. 2024-2025 Enrollment Update
5. Osprey Wilds Site Visit on March 14th

IX. DISCUSSION ITEMS

1. Student Promotion & Retention Policy - Newly created, needs board approval
 - a. Motion to Approve: Nikki Patterson
 - b. Seconded: Jenny Hepokoski
 - c. Further Discussion: None
 - d. Vote:
 1. Nikki: In Favor
 2. Lydia: In Favor
 3. Jenny: In Favor
 4. Chris: In Favor
 - a. Unanimous Vote, motion Carried
2. Draft School Calendar for SY 24'-25': Board Approval Needed to adopt
 - a. TRM Follows ISD 728 Secondary calendar due to bussing partnership
 - i. Motion to Approve: Nikki Patterson
 - ii. Seconded: Lydia Skadberg
 - iii. Further Discussion: None
 - iv. Vote:
 - a. Nikki: In Favor
 - b. Lydia: In Favor
 - c. Jenny: In Favor
 - d. Chris: In Favor
 2. Unanimous Vote, Motion Carried
3. Update on 2024 Board Election Timelines and Details/Needs
 - a. Any new applicants - No applicants
 - b. Process of creating ballots and timelines
4. Move to closed session under MN Statute 13D.05, Subdivision 3 (a) for Executive Director's evaluation
 - a. Motion to Move into closed Session: Lydia Skadberg
 - b. Seconded: Nikki Patterson
 - c. Further Discussion: None
 - d. Vote:
 1. Nikki: In Favor
 2. Lydia: In Favor
 3. Jenny: In Favor
 4. Chris: In Favor
 - ii. Unanimous Vote, Motion Carried closed session began at 7:26pm
 - e. Motion to Move into Open Session: Lydia Skadberg
 - f. Seconded: Nikki Patterson
 - g. Further Discussion: None
 - h. Vote:
 1. Nikki: In Favor
 2. Lydia: In Favor
 3. Jenny: In Favor
 4. Chris: In Favor
 - ii. Unanimous Vote, Motion Carried closed session ended at 7:43pm

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, May 21st, 2024 **6:00 p.m.**
Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

- i. Motion to adjourn: Nikki Patterson

j. Seconded: Jenny Hepokoski

k. Further Discussion: None

l. Vote:

1. Nikki: In Favor

2. Lydia: In Favor

3. Jenny: In Favor

4. Chris: In Favor

ii. Unanimous Vote, Meeting ended at 7:46pm

Meeting ended at: 7:46pm