

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, March 25th, 2025 at 6:00 p.m.

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

Sent to OW - 3/13/2025 | Placed on Website – 3/13/2025

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: Patrick Locken, Tim Eilrich, Nikki Patterson, Brooke Blomker, Lydia Skadberg
- b. Board Members Absent: Jan Creed, Jenny Hepokoski
- c. Other Attendees: Paula Henry, Sarah Roell, Chris Castagneri

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- Board approved meeting agenda with the removal of the Osprey Wilds Recertification Report

- a. motioned- Lydia Skadberg
- b. seconded- Nikki Patterson
- c. opposed- none
- d. motioned carried

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

- Finances are looking good
- Expenditures are down.
- We should be able to increase our fund balance over the original projected numbers.
- SPED dept has met the maintenance of effort for the SY

B. Executive Director Report

a. Monthly Report Attached

i. Executive Director Goals/Update-

- Paula brought draft the 5 year strategic plan for board review
- lease amendment was signed, CSDC wanting to support TRM
- great progress in academics, being tracked by Fastbridge assessments and classroom observations

ii. Enrollment and Lottery - Sarah Roell

- 25/26 current enrollment for the new school year is up into the 133
- waiting on pending seat offers for 13 students
- classroom configuration still be discussed

iii. Fundraising - Chris Castagneri-

- parents very excited and willing to help with fundraising
- 50/50 raffle discussed, will set incentives for students to sell tickets

iv. Salaries and Benefits Update - Brooke Blomker

- salary schedules and PTO were discussed- board will take more time to discuss more options
- PTO buy outs/payouts were one idea to increase attendance in staff members

v. Environmental Update - Lydia Skadberg

- 2 of 4 classrooms have finished their Environmental program for the year
- there is interest in the Como Zoo student program for the 25/26 SY

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. 203 Board Self Reflection Policy - **Second Reading**

- Board moved to approve policy with small edit, changing one word

Voting

- Motioned - Lydia Skadberg
- Seconded - Tim Eilrich
- Opposed - None
- Motion carried unanimously

b. 405 Title IX **Second Reading** - New Policy replacing Harassment and Violence Policy 405

Voting

- Motioned - Tim Eilrich
- Seconded - Lydia Skadberg
- Opposed - None
- Motion carried unanimously

B. Policies: The School board will be asked to approve these policies:

a. 301 School Director Performance Evaluation

Voting

- Motioned - Lydia Skadberg
- Seconded - Tim Eilrich
- Opposed - None
- Motion carried unanimously

b. 602 Selection and Review of Library and Instructional Materials

Voting

- Motioned - Patrick Locken
- Seconded - Tim Eilrich
- Opposed - None
- Motion carried unanimously

c. 804 Visitor Policy

Voting

- Motioned - Tim Eilrich
- Seconded - Lydia Skadberg
- Opposed - None
- Motion carried unanimously

C. Bylaws: The School board will be asked to review the Bylaws as a **second reading**

Voting

- Motioned - Lydia Skadberg
- Seconded - Patrick Locken
- Opposed - None
- Motion carried unanimously

V. Action Items

A. Approve TRM Regular Board Meeting Minutes 2/18/2025

- Motioned - Lydia Skadberg
- Seconded - Nikki Patterson
- Opposed - None

B. Approve Prior Month Financial Report (included)

- Motioned - Tim Eilrich
- Seconded - Nikki Patterson
- Opposed - None

C. Approve 2024-2025 Revised Working Budget

- Motioned - Lydia Skadberg
- Seconded - Nikki Patterson
- Opposed - None

D. Approve Prior Month Expenditures

- Motioned - Tim Eilrich
- Seconded - Patrick Locken
- Opposed - None

E. Approve New Hire Paraprofessional to replace another position

- Motioned - Lydia Skadberg
- Seconded - Nikki Patterson
- Opposed - None

F. Approve the CSDC Third Amendment to Agreement of Lease

- Motioned - Tim Eilrich
- Seconded - Patrick Locken
- Opposed - None

G. Accept the Resignation of School Board Member Tim Eilrich as of June 30, 2025

- Motioned - Tim Eilrich
- Seconded - Patrick Locken
- Opposed - None

H. Approval of donations

- a. Donations to our Building Fund on Zeffy (anonymous at this time)

- Motioned - Lydia Skadberg
- Seconded - Tim Eilrich
- Opposed - None

VI. INFORMATION

- A. Upcoming Dates of Importance:
- a. April 4th Staff Development - CPI Training
 - b. April 9th Finance Meeting- updated to April 16th
 - c. April 14th – 17th MCA Testing
 - d. April 15th School Board Meeting- updated to April 22nd
 - e. April 18th No School Good Friday

VII. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - Tuesday, April 22, 2025 at **6:00 p.m.**
Location: At Three Rivers Montessori
2. Agenda Items Request or Send to Board Chair, Jenny Hepokoski

VIII. ADJOURNMENT

Motioned - Lydia Skadberg
Seconded - Tim Eilrich
Opposed - None
Meeting Adjourned

Meeting ended at: 7:35