



MOUNTAIN CITY
PUBLIC MONTESSORI

MCPM Board of Directors Agenda

Mission: Mountain City Public Montessori provides equitable access to a high-quality, relevant Montessori education to meet the needs of all students and to strengthen our community.

DATE	MEETING NAME
12/14/2022 - December Meeting	
ATTENDEES–MCPM Board of Directors	
Wren, Ian, Dawn M, Brittany, Sasha, Aaron Lara joined just after 9pm	Recorder: Brittany
ATTENDEES–Others	

TIME	CALL TO ORDER
8:41 pm	Reading of Mission Statement Reading of Ethics Statement Pledge to the Earth
APPROVAL OF AGENDA AND MINUTES	
8:47 pm	Agenda approved. Previous minutes approved
PUBLIC COMMENT	
— no comments	If you would like to submit public comments please email info@mcpublic.org by noon on the day of the meeting with request to speak in person or with text of comments to be submitted to the public record. Meeting schedule with link to livestream is on our website.
COMMITTEE REPORTS	

8:48 pm	<ol style="list-style-type: none"> 1. Community Engagement <ol style="list-style-type: none"> a. Community Introduction template <ol style="list-style-type: none"> i. Will provide information to prospective volunteers, each committee will have a 1-pager ii. Will post 1-pagers on the website so folks can understand the commitment level before filling out the form. iii. Action item: committee chairs to make 1-pagers and send to BW for the website once finalized. b. Volunteer Intro community engagement committee <ol style="list-style-type: none"> i. Example committee introduction c. Planning year committee volunteer guidelines [ACTION] <ol style="list-style-type: none"> i. Wren motions to accept volunteer guidelines from Community engagement committee ii. Discussion: none iii. Motion passed unanimously
9:02 pm	<ol style="list-style-type: none"> 2. Personnel Committee <ol style="list-style-type: none"> a. Year 1 hiring process <ol style="list-style-type: none"> i. Need to understand the “why” of the steps in the process. Video lesson vs. In person lesson. How to handle remote applicants? Most teachers will be used to videoing themselves doing lessons, building a digital portfolio. Need a rubric for assessment, then figure out the “how.” Ask them to submit evidence of teaching practices, however they want, rubric is looking at teaching practices. What we are looking for is fixed, their path to getting there can be individual and variable. b. Job Positions <ol style="list-style-type: none"> i. Curriculum Director job description ii. Operations and Finance Director job description
9:30 pm	<ol style="list-style-type: none"> 3. Development Committee <ol style="list-style-type: none"> a. Crowdfunding report <ol style="list-style-type: none"> i. Giving Tuesday campaign was successful! b. Grant updates c. Identifying major donors <ol style="list-style-type: none"> i. School opening will cost \$20k per classroom
9:54 pm	<ol style="list-style-type: none"> 4. Marketing and Enrollment <ol style="list-style-type: none"> a. Many media inquires / articles following press release <ol style="list-style-type: none"> i. Press Blurbs (could use more in-put) ii. Will put press on website b. Ready to post jobs on website as they are finalized c. Planning for open houses is underway
9:59 pm	<ol style="list-style-type: none"> 5. Facility <ol style="list-style-type: none"> a. Sample lease agreement b. Building permit document schedule
10:03 pm	<ol style="list-style-type: none"> 6. Finance <ol style="list-style-type: none"> a. Committee budgets <ol style="list-style-type: none"> i. Does your committee need money? Fill out budget request. b. Accounting system
10:08 pm	<ol style="list-style-type: none"> 7. Policy and Board Development <ol style="list-style-type: none"> a. Prospective board member

	i. Still looking for finance, lawyer, diversity
NEW BUSINESS	
10:21 pm	1. Amendment to Roles and Responsibilities document [ACTION] <ul style="list-style-type: none"> a. Wren moves to Vote to change name of School Advisory committee to Educational planning and support committee b. Discussion: none c. vote is Unanimous
10:25pm	2. HJ Sims investment banking firm <ul style="list-style-type: none"> a. Need to begin researching finance options b. Executive committee + Finance committee
10:45pm	Dawn moves to go into closed session to discuss real estate matter, Wren seconds Discussion: None Vote: 6-1 Aye
10:48	Back into open session Wren moves to adjourn meeting
ANNOUNCEMENTS	
Outreach Opportunity: Community Holiday Extravaganza Sat 12/17 at the Edington Center	
ADJOURNMENT	

NEXT STEPS			
<i>Action Item</i>	<i>Owner(s)</i>	<i>Deadline</i>	<i>BoD Support Needed?</i>
			<input type="checkbox"/>
			<input type="checkbox"/>