

# 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
3/01/2023 - Work Session	
<b>ATTENDEES–MCPM Board of Directors</b>	
<b>Present:</b> Wren Cook Lara Lustig Sasha Skau Aaron Brumo Stella Plato	<b>Absent:</b> Ian Gibbs Hall Dawn Meskil
<b>ATTENDEES–Others</b>	
Brittany Wager - Operations Director	

TIME	<b>CALL TO ORDER</b>
8:36 pm	Called to order by: Wren Cook  Roll Call  Quorum: Present with 5 members  Reading of Mission Statement  Reading of Ethics Statement  Pledge to the Earth
8:37	<b>APPROVAL OF AGENDA AND MINUTES</b>
	Wren moves to adopt the agenda. No amendments and agenda runs as stated. Wren moves to approve the minutes from the February 18 meeting. Aaron seconds. No corrections, minutes are approved.

8:39	<b>PUBLIC COMMENT</b>
	<b>No public comment.</b>
8:42	<b>EXECUTIVE REPORTS</b>
	<p>Co-Chair: Board Retreat</p> <ul style="list-style-type: none"> <li>● March 4 9:00-4:00</li> <li>● Review SMART goals for charter schools</li> <li>● Bring laptop</li> <li>● Light breakfast and lunch provided</li> <li>● Strategic Planning and Transitioning to governance and visionary leadership</li> </ul> <p>Vice-Chair Secretary</p>
8:48	<b>COMMITTEE REPORTS</b>
	<p>Marketing and Enrollment</p> <ul style="list-style-type: none"> <li>● Enrollment</li> <li>● Urban News ad is running</li> <li>● Next open house March 18</li> <li>● Building enrollment form - BW will email Board for enrollment question requests</li> </ul> <p>Community Engagement</p> <ul style="list-style-type: none"> <li>● Montessori Panel Discussion: March 22 @7:00pm</li> </ul> <p>Policy and Board Development</p> <p>Educational Planning and Support</p> <ul style="list-style-type: none"> <li>● Have shelving quote <ul style="list-style-type: none"> <li>○ Is it possible to split materials buy in two batches?</li> </ul> </li> <li>● Getting Montessori materials quote together by vendor</li> </ul> <p>Facility</p> <ul style="list-style-type: none"> <li>● MCPM / CUMC Update - CUMC is taking our wish list to their committees to ensure that shared space works for everyone.</li> <li>● Permit Drawing Update - Aaron is finalizing permit drawings, meeting with the city next week. Should be ready to submit in the next 10 days.</li> <li>● NCDPI E-Rate Bidding - next Monday</li> <li>● CUMC is amicable to a playground renovation</li> </ul> <p>Personnel</p> <ul style="list-style-type: none"> <li>● Job Postings <ul style="list-style-type: none"> <li>○ Montessori Coach</li> <li>○ EC Specialist</li> <li>○ Lead Teachers/Guides</li> <li>○ Send to your alumni networks / job boards!</li> </ul> </li> <li>● School leader meeting next Monday</li> </ul> <p>Finance</p> <ul style="list-style-type: none"> <li>● Statement of activity</li> <li>● Budget timeline</li> </ul> <p>Development</p>

	<ul style="list-style-type: none"> <li>● \$500 Gift after Asheville Citizen Times Article</li> <li>● Go Local Cards <ul style="list-style-type: none"> <li>○ Will pick them up Friday - all money raised through their sale goes directly to the school!</li> </ul> </li> <li>● NCAPCS Incubator Program for Planning Year Schools (\$1000 grant for assist in recruiting and marketing efforts)</li> <li>● Buy a Bus Campaign</li> </ul>
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9:37	<b>OLD BUSINESS</b>
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	<p>ACTION: Consent Agenda</p> <ul style="list-style-type: none"> <li>● Conflict of interest.docx</li> <li>● Advertising, Sales, and Solicitation Policy</li> <li>● At Will Teacher Employee Agreement</li> <li>● Non-Exempt Employee Agreement</li> <li>● Board Meeting Calendar Policy</li> <li>● Admissions and Lottery Policy</li> <li>● MCPM Employee Handbook (p. 46, 54, 57, 59, 66,</li> <li>● EC Continuum</li> <li>● EC Discipline</li> <li>● EC Confidentiality</li> <li>● EC Accountability</li> <li>● EC Maintenance of Effort</li> <li>● EC Child Find</li> </ul> <p>Aaron moves to approve the consent agenda. Lara seconds. Roll call vote:</p> <p>Aye:</p> <ul style="list-style-type: none"> <li>● Wren</li> <li>● Stella</li> <li>● Lara</li> <li>● Aaron</li> <li>● Sasha</li> </ul> <p>Consent agenda is approved.</p> <p>ACTION: Academic Calendar</p> <ul style="list-style-type: none"> <li>● Family Calendar Survey</li> <li>● Summary of Calendar Revisions DRAFTS (There are links to each version of the calendar in this doc.)</li> <li>● Academic Calendar - 2023-2024</li> <li>● Daily and Weekly Schedules - This is what we submitted with our application and includes enhancement schedules during the week. <ul style="list-style-type: none"> <li>○ Discussion: Early release Fridays - 1pm allows for everyone to have lunch, and preK students to be picked up before older kids dismiss (everyone not at the same time.)</li> <li>○ More unstructured time for teachers for planning, meetings, mental</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>○ health during a challenging first year, improve teacher retention</li> <li>○ Will provide enhanced after care for 1-3pm</li> <li>● Wren moves to approve revision 3 for the 22-23 school year. Sasha seconds. Motion passes unanimously.</li> </ul>
10:31	<b>NEW BUSINESS</b>
	<p>Board Member Resignation</p> <ul style="list-style-type: none"> <li>● Brittany Wager: Board Resignation <ul style="list-style-type: none"> <li>○ Resigned February 18 to take position as Operations and Finance Director</li> </ul> </li> <li>● Ian Gibbs-Hall: Board Resignation <ul style="list-style-type: none"> <li>○ Resigned March 1 due to time limitations</li> </ul> </li> </ul> <p>Secretary Nomination and Election</p> <ul style="list-style-type: none"> <li>● Nomination <ul style="list-style-type: none"> <li>○ Wren nominates Stella Plato for secretary position. Lara seconds.</li> </ul> </li> <li>● Election <ul style="list-style-type: none"> <li>○ Motion passes unanimously</li> </ul> </li> </ul> <p>New Board Director candidates</p> <ul style="list-style-type: none"> <li>● What skills/experiences are we looking for?</li> <li>● How do we want to recruit moving forward? <ul style="list-style-type: none"> <li>○ Application process? <ul style="list-style-type: none"> <li>■ Form on website to express interest, skills, etc</li> </ul> </li> <li>○ Committee recommendation/board member recommendation</li> <li>○ We should manage background check process</li> </ul> </li> </ul>
10:25	<b>ANNOUNCEMENTS</b>
	Brittany is switching Google Drive on Sunday.
10:30	<b>ADJOURNMENT</b>
10:39	Wren adjourned the meeting.