

# 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
4/19/2023 - 2nd April Meeting	
<b>ATTENDEES–MCPM Board of Directors</b>	
<b>Present:</b> Wren Cook Dawn Meskil Lara Lustig Sasha Skau Aaron Brumo Stella Plato Jerick Wilson	<b>Absent:</b> Maegan Brown
<b>ATTENDEES–Others</b>	
Brittany Wager - Operations Director	

TIME	<b>CALL TO ORDER</b>
5:39 PM	Called to order by: Wren  Roll Call  Quorum (need 5/8): Yes, 7 of 8 are present  Reading of Mission Statement (read by Aaron Brumo)  Reading of Ethics Statement (read by Jerick Wilson)  Pledge to the Earth (read by Sasha Skau)
<b>APPROVAL OF AGENDA AND MINUTES</b>	
5:43 PM	Wren moves to adopt the agenda for tonight's meeting. With no amendments, the agenda will run as stated.

	<p>Wren moves to approve the Minutes from 4/5/23 regular session. Dawn Seconds. The minutes stand approved with no corrections.</p> <p>We will approve the closed session minutes from the 4/5/23 meeting to the next meeting as we have not had time to review yet.</p>
	<p><b>PUBLIC COMMENT</b></p>
	<p><b>If you would like to submit public comments please email <a href="mailto:info@mcpublic.org">info@mcpublic.org</a> by noon on the day of the meeting with a request to speak in person or with text of comments to be submitted to the public record. In accordance with open meeting laws, a meeting schedule with a link to live stream is on our website at: <a href="https://mountaincitypublic.org/our-school/board/board-meetings/">https://mountaincitypublic.org/our-school/board/board-meetings/</a></b></p> <p style="text-align: center;">There are no submissions for public comment.</p>
	<p><b>EXECUTIVE REPORTS</b></p>
<p>5:46 PM</p>	<p>Chair</p> <ul style="list-style-type: none"> <li>● We have enrolled families! Thank you to everyone for the hard work</li> <li>● Master Calendar and delegation of tasks <ul style="list-style-type: none"> <li>○ Brittany and Wren are going to set aside a few hours next week to create a master calendar of tasks so that things can be delegated and we don't have to be so reactionary.</li> <li>○ They need 1-2 other board members to be part of that creation so if you would like to volunteer please let Wren know so this can be scheduled.</li> </ul> </li> <li>● May 20 board retreat agenda <ul style="list-style-type: none"> <li>○ Wren would like feedback and input on what we'd like to discuss. <ul style="list-style-type: none"> <li>■ Master Calendar and Task Delegation</li> <li>■ Student Experience (logistics of the day, big picture) - What do we want it to be? How can we support?</li> <li>■ Budget and Fundraising</li> <li>■ Brainstorm Resources for Support</li> </ul> </li> <li>○ If anyone thinks of other items to add - please email Wren</li> </ul> </li> </ul>
	<p><b>DIRECTOR REPORTS</b></p>
	<p>Brittany / operations:</p> <ul style="list-style-type: none"> <li>● Open house went well, saw the beginnings of community forming <ul style="list-style-type: none"> <li>○ It will be helpful in future years to have more opportunities for prospective students to see our facility</li> <li>○ Exciting to see the energy and excitement</li> </ul> </li> <li>● Working on communications solutions <ul style="list-style-type: none"> <li>○ We are not wired for telephones or internet, we get this for free from a grant</li> <li>○ Brittany is working through the details and looking into Google Voice, if</li> </ul> </li> </ul>

	<p>you have experience, please let her know.</p> <ul style="list-style-type: none"> <li>○ Noted that if we are going to ask staff to use personal phones, we should figure out how to compensate them.</li> </ul> <ul style="list-style-type: none"> <li>● Adjusting budget to match enrollment <ul style="list-style-type: none"> <li>○ Enrollment has helped to show us what our actual budget will be.</li> <li>○ The per student allotment is less than we were expecting based on the DPI estimate.</li> </ul> </li> <li>● Interviews</li> <li>● Fielding lots of questions from families <ul style="list-style-type: none"> <li>○ We are going to put an FAQ up on our website</li> <li>○ In future years, we will not enroll 108 all at once</li> <li>○ It has been great to connect with families and hearing what they want from the school year</li> <li>○ We could consider a virtual tour or chance for families to ask questions</li> </ul> </li> </ul>
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<b>COMMITTEE REPORTS</b>
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	<p>Community Engagement</p> <ul style="list-style-type: none"> <li>● Sharing the panel discussions <ul style="list-style-type: none"> <li>○ We'd like to think about how we can use these videos to help the community understand what we are working towards.</li> </ul> </li> <li>● Working with Marketing and Enrollment on family engagement events <ul style="list-style-type: none"> <li>○ School staff will take over this once they are in place, for the time being these committees will handle.</li> </ul> </li> </ul> <p>Development</p> <ul style="list-style-type: none"> <li>● Go Local Card Update</li> <li>● Grant Update</li> <li>● Local Business Partnership Opportunities <ul style="list-style-type: none"> <li>○ Second Gear</li> <li>○ Let Stella know if you have connections to local companies that offer partnerships</li> </ul> </li> </ul> <p>Educational Planning and Support</p> <ul style="list-style-type: none"> <li>● Options will depend upon how many students need aftercare</li> <li>● If we're able to use a bus to take kids to an off-site aftercare, we have options and organizations willing to work with us</li> <li>● Are going to try to do matching sets of furniture (for the kids) so that sets can be moved around. For the adult sets we may pull together different things.</li> <li>● Jerick has gotten a lot of positive feedback and opportunities about after care and would like a brainstorm partner. Brittany and Wren both volunteered.</li> <li>● Would be great to pay a small deposit and the Montessori shelves built by our local builder.</li> </ul>
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- Working on the MTSS plan, blending Montessori and state requirements.

#### Facility

- The CDL “schools” through Buncombe Co Schools is run through NC DMV. Sent a message to NC DMV, awaiting reply.
  - We do not have to have a CDL to drive a school bus back to the school from wherever we buy it as long as there are no students on the bus.
- We do not need sprinklers.

#### Finance

- Charter School Capital - not at this time, it will cost too much to borrow that money. We can look into it again once we are open, there will be better terms once we are open.
- Report from attorney re: loans from personal contacts
  - It is preferable that a family member of a board member would give a loan vs. a board member. It is not impossible for a board member to do it, but it is harder. She has also talked to the office of charter schools about this.
- Budget w/ timeline

#### Marketing and Enrollment

- Lots of excited families
- Formal enrollment is going well, 90 spots confirmed
  - 33% free reduced lunch
  - 27% minority
  - 8 students with IEPs
  - 50% ACS , 41% BCS

#### Personnel

- Hiring Update
  - Wren shared this via email earlier today. There are several offers out right now and several positions still to fill.
- IA Open House
  - (May 6th) at the church
  - 30 minute interviews, happening 2 at a time
  - Currently building the list of questions,
  - Interviews led by Brittany, hired teachers and board members

	<p>Policy and Board Development</p> <ul style="list-style-type: none"> <li>● RTO2 Update (what remains for board approval) <ul style="list-style-type: none"> <li>○ Prioritized what needs to be approved by board so that we can get that done at this meeting and the next one.</li> <li>○ We have lots of support as we navigate this.</li> </ul> </li> <li>● Board Development Update <ul style="list-style-type: none"> <li>○ We have folks who have expressed interest. Dawn is working with them on applications.</li> </ul> </li> </ul>
	<p><b>OLD BUSINESS</b></p>
<p>6:46 PM</p>	<p>ACTION: State Health Insurance Plan</p> <ul style="list-style-type: none"> <li>● Wren moves to use the State Health Insurance Plan for our Staff at Mountain City Public Montessori. Dawn Seconds. <ul style="list-style-type: none"> <li>○ Discussion: <ul style="list-style-type: none"> <li>■ In the future, we would like to add an HSA option for staff.</li> </ul> </li> <li>○ Vote: unanimous approval</li> </ul> </li> </ul> <p>ACTION: State Employee Retirement Plan</p> <ul style="list-style-type: none"> <li>● Jerick moves to <b>not</b> use the State Employee Retirement Plan. Wren seconds. <ul style="list-style-type: none"> <li>○ Discussion: <ul style="list-style-type: none"> <li>■ No discussion</li> </ul> </li> <li>○ Vote: unanimous approval</li> </ul> </li> </ul>
	<p><b>NEW BUSINESS</b></p>
	<p>ACTION: Purchase of Montessori materials / Spring orders (need BoD approval for over \$5k): Spring and early summer purchases</p> <ul style="list-style-type: none"> <li>● Sasha moves to approve the spring and early summer purchases. Aaron seconds. <ul style="list-style-type: none"> <li>○ Discussion: <ul style="list-style-type: none"> <li>■ No discussion</li> </ul> </li> <li>○ Vote: unanimous approval</li> </ul> </li> </ul> <p>ACTION: Security of Testing Materials Policy</p> <ul style="list-style-type: none"> <li>● Wren moves to approve the security of Testing Materials Policy. Dawn seconds.</li> <li>● Discussion: <ul style="list-style-type: none"> <li>○ We may amend this in the future.</li> </ul> </li> <li>● Vote: unanimous approval</li> </ul> <p>ACTION: EC and 504 Testing Accommodation Implementation Policy</p> <ul style="list-style-type: none"> <li>● Wren moves to approve the EC and 504 Testing Accommodation Implementation Policy. Sasha seconds.</li> </ul>

	<ul style="list-style-type: none"> <li>● Discussion: <ul style="list-style-type: none"> <li>○ No discussion</li> </ul> </li> <li>● Vote: unanimous approval</li> </ul> <p>ACTION: Security of Exceptional Children Records Policy</p> <ul style="list-style-type: none"> <li>● Sasha moves to approve the Security of Exceptional Children Records Policy. Jerick seconds.</li> <li>● Discussion: <ul style="list-style-type: none"> <li>○ No discussion</li> </ul> </li> <li>● Vote: unanimous approval</li> </ul>
	<b>CLOSED SESSION</b>
6:57 PM	<p>Wren moves to move into closed session to discuss personnel contracts. Jerick seconds.</p> <ul style="list-style-type: none"> <li>● Discussion: <ul style="list-style-type: none"> <li>○ Let's be sure we won't have any tech issues.</li> </ul> </li> <li>● Vote: unanimous approval</li> </ul> <p>Pursuant to <a href="#">NC Gen Stat § 143-318.11 (2018)</a></p> <ul style="list-style-type: none"> <li>● (a)5 personnel contract</li> </ul>
7:33 PM	<p>Return from closed session where we voted to approve some personnel contracts.</p>
	<b>ANNOUNCEMENTS</b>
7:34 PM	<p>Strategic Planning Workshop: April 20-21 9:30-12:30 with WNC Nonprofit Pathways</p> <p>Next Board Meeting will be May 3rd at 8:30 PM.</p>
	<b>ADJOURNMENT</b>
7:35 PM	<p>Meeting adjourned</p>

<b>NEXT STEPS</b>	
<p>ACTION: Contract approvals (move to next meeting)</p>	