

MCPM Board of Directors Meeting Minutes

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
4/05/2023 - April Work Session	
ATTENDEES–MCPM Board of Directors	
Present: Wren Cook Dawn Meskil Aaron Brumo Stella Plato Jerick Wilson Maegan Brown	Absent: Lara Lustig Sasha Skau
ATTENDEES–Others	

TIME	CALL TO ORDER
8:41 PM	Called to order by: Roll Call Quorum (need 5/8): Yes, 6 of 8 board members are present Reading of Mission Statement by Stella Reading of Ethics Statement by Dawn Pledge to the Earth by Maegan Welcome to our newest board members, Maegan Brown and Jerick Wilson!
APPROVAL OF AGENDA AND MINUTES	
8:45 PM	Wren moves to adopt the agenda for tonight's meeting. No amendments, it will run as stated.

	<p>Wren moves to approve the Minutes from 3/15/23 regular session. Seconded by Aaron. Those minutes stand approved.</p> <p>Wren moves to approve the Minutes from 3/15/23 closed session for board members that were in attendance at that meeting. Dawn seconds. Those minutes stand approved.</p>
	PUBLIC COMMENT
8:47 PM	<p>If you would like to submit public comments please email info@mcpublic.org 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: https://mountaincitypublic.org/our-school/board/board-meetings/</p> <p style="text-align: center;">There are no submissions for public comment.</p>
	EXECUTIVE REPORTS
8:47 PM	<p>Chair</p> <ul style="list-style-type: none"> ● We have officially changed our name to Mountain City Public Montessori, everything is submitted to the IRS. ● New School Leaders Checklist <ul style="list-style-type: none"> ○ Wren will meet with our school leaders to create a plan to go through this and be sure we have a plan to complete it. ○ Jerick is happy to lend a hand in this process, he has experience. <p>Secretary</p> <ul style="list-style-type: none"> ● Upcoming Board Retreats: <ul style="list-style-type: none"> ○ Saturday, May 20th (half day, 9 am - 1 pm) ○ Tuesday, July 18th <ul style="list-style-type: none"> ■ May be able to host at the school ■ Dawn can only do the afternoon ■ Stella will send a meeting appointment for 9am - 4pm <p>Directors:</p> <ul style="list-style-type: none"> ● BW - working my way through New School Leaders Checklist, eRate program moving forward (may be some upfront costs that get reimbursed)
	COMMITTEE REPORTS
8:55 PM	<p>Community Engagement</p> <ul style="list-style-type: none"> ● Over the last few weeks, we hosted two panel discussions: <ul style="list-style-type: none"> ○ The first one was with staff from Moore Montessori Community School and Sankofa Montessori staff ○ The second was with parents of Moore Montessori Community School and local Asheville parents of Montessori students ● Panel Discussion Public Share

- We will host on our YouTube channel and push out on social media

Development

- Go Local card sales update:
 - total sold 44, \$880
 - Go Local - Direct Purchase Tracking
 - Do we need to sell at Open House?
- Buy a Bus Campaign: <https://givebutter.com/Fb6pYt>

Educational Planning and Support

- Aftercare -
 - Leslie and Jerick have gotten in touch with Asheville Community Movement, The Educational Garden Project, Sun Soo, YMCA.
 - Does Anyone have a connection to Asheville Community Theater, Asheville Performing Arts, JCC, or Playground Stage?
- Materials team met this week

Facility

- Buses - Following the state report updated every Tuesday to find a bus. Aiming for two ~42-passenger, one with a lift
- CDL + Bus certification - Exploring costs and potential for some Board members to have for backup purposes
 - Jerick is exploring costs and do we have time?
 - Looking into partnering with a local district that is offering CDL training
 - We could ask our families if anyone has a CDL or would be willing to get one as a way to volunteer for the school - Community Engagement will talk about how we can create a list of volunteer opportunities for parents/families
- Great meeting last week with CUMC
 - Met to follow up on our wish list of what is needed for the school
 - There are a few spaces that we will need to share heavily
 - Very positive meeting about how we will work together
 - We may be able to buy fewer tables
- No news from CoA Plan Review
 - Submitted to the city of Asheville, it could take 4-6 weeks to hear back
 - Aaron will report back at the next meeting with an update

Finance

- Draft contracts for loans ready for review
 - We will review that in a closed session later in the meeting due to this being a contract
 - In preparation for ordering Montessori Materials

Marketing and Enrollment

- Lottery day is Friday, April 7!
 - Lottrease will email everyone once we press the button early on Friday, then they will be connected to enrollase to continue the

process. Families have 7 days from when they are offered a spot to accept.

- 411 applicants
- Open House
 - Evening open house for enrolling families April 10, 5:30-7
 - Come meet Rachael!
 - Please keep her (and other staff who may be moving here) in mind if you have housing connections.
 - Do we have what we need? Who will be there?
 - Wren is not able to be at this open house, Wren will give materials that she normally brings to Brittany. Anyone that can arrive early to help set up, it would be great to have you!
 - Need food, cooler, and plates - asked if anyone can do pick up for pizza? (maybe Aaron or Stella? Maybe delivery?)
 - Wren will leave cooler with things for Brittany

Personnel

- Hiring Update
 - Process is full steam ahead, getting new applications every other day, Personnel is interviewing often
 - Board is responsible for hiring directors, they hire everyone else, and the Personnel Committee is helping them with the process
 - We have great candidates, could use more applicants for EC Specialist and Lower Elementary certified teachers
 - We will approve signed contracts in bunches once we have several
- Instructional Assistant Open House/Job Fair?
 - Board members and staff could be there to answer questions and see the space (hopefully we would host at the school)
 - Would you make job offers on the spot or after the fact?

Policy and Board Development

- RTO Spreadsheet
 - Updated and following up with Brittany and committees on needed items (policies, evidence, etc.)
 - Collaborating with Educational Planning and Rachael, Sasha, and teachers for MCPM (once hired)
 - If you add to the spreadsheet, please add your name next to what you add or add it as a comment so that the committee can track
 - Everything to be uploaded is typically a PDF or excel
 - RTO feedback came back as GREEN, the revisions we've made were great
 - Wren and Brittany will meet with the committee before the board meeting that is directly before the next submission
- Board interest update
 - One person with finance background has completed the interest survey and follow-up conversation with Dawn; shared committee and board application forms

	OLD BUSINESS
9:46 pm	<p>Preschool Contract</p> <ul style="list-style-type: none"> Dawn moves to approve the contract with Little Grove Preschool, Wren seconds. Moves to vote with no discussion. We unanimously approved the contract. <p>Approved Articles of Amendment</p> <p>Action: Amended Articles of Incorporation</p> <ul style="list-style-type: none"> Dawn moves to adopt the approved Articles of Incorporation to replace the Two Rivers name with Mountain City Public Montessori, Aaron seconds. There is no discussion, we move to vote. We unanimously approved this amendment.
	NEW BUSINESS
9:54 PM	<p>Action: PMAI Contract</p> <ul style="list-style-type: none"> Aaron makes a motion to approve the PMAI Contract for the next school year, Jerick seconds. There is no discussion, we move to vote. We unanimously approved the contract. <p>Action: Finance Contract</p> <p>Due to the confidential nature of this contract, Wren moves to go into a closed session to discuss, Dawn seconded the motion. No discussion, we moved to vote, and we unanimously voted to go into closed session.</p>
10:55 pm	<p>Return from closed session.</p> <p>We approved a financial contract in our closed session.</p>
	ANNOUNCEMENTS
	<p>Reminder that our directors meet on Monday evenings at 8:15 pm. If you would like to be added to the agenda or meet with them, please get in touch with Wren. There will not be a meeting on 4/10 because of our open house event that evening.</p> <p>Rachael has a school email address (Rachael@mcpublic.org) if you need to get in touch with her.</p>
	ADJOURNMENT
10:58 pm	Wren adjourned the meeting.