

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
7/05/2023 - 1st July Board Meeting (8:30pm)	
ATTENDEES–MCPM Board of Directors	
Present: Wren Cook Lara Lustig Sasha Skau Stella Plato Jerick Wilson	Absent: Dawn Meskil Aaron Brumo Maegan Brown
ATTENDEES–Others	
Brittany Wager - Operations Director Rachael Shaw Marshall - Curriculum Director - joined at 8:41 PM	

TIME	CALL TO ORDER
8:34 PM	Called to order by: Wren Roll Call Quorum (need 5/8): yes, 5 of 8 members present Reading of Mission Statement read by Sasha Reading of Ethics Statement read by Stella Pledge to the Earth read by Stella Welcome to both of our first employees!!
APPROVAL OF AGENDA AND MINUTES	
8:38 PM	Wren moves to approve tonight’s agenda for the July 5th, 2023 meeting. With no amendments, the agenda will run as stated.

	Wren moves to approve the June 21 regular meeting minutes and closed session minutes. With no corrections, the minutes stand approved.
	PUBLIC COMMENT
8:40 PM	No submissions for public comment.
	EXECUTIVE REPORTS
8:41 PM	<p>Chair:</p> <ul style="list-style-type: none"> ● Revised contract with preschool <ul style="list-style-type: none"> ○ Content changes after talking to our attorney ● Anti-racist training with Ian Gibbs-Hall dates <ul style="list-style-type: none"> ○ Plan to kick this off in September ○ Need to talk a bit more in-depth about dates and coming year's calendar to see when we can meet with him ○ Most happens on our own, but monthly we will meet with Ian ● Books!! <ul style="list-style-type: none"> ○ A Montessori school that recently closed has offered us their library of books for \$500. They are excited that their books will find a home in our Montessori school. ○ If anyone can help at 4 pm tomorrow, Wren could use help with moving these boxes of books. ● Board retreat: July 18 9:00-4:00 at CUMC <ul style="list-style-type: none"> ○ Agenda assistance <ul style="list-style-type: none"> ■ Strategic Plan will be at the top of the agenda ■ Board calendar ■ Lara volunteered to help with the agenda for this ○ food/drink assistance ○ Any additional topics? ○ Board Calendar 2023-24 ● July 19 meeting? <ul style="list-style-type: none"> ○ Do we still need this meeting if we have the retreat the day before? ○ This would be the last meeting prior to August so might be good to keep it in case approvals come up. <p>Secretary:</p> <ul style="list-style-type: none"> ● Agenda Archive <ul style="list-style-type: none"> ○ We will create a "current agenda" document that will pair with this one so that everyone can open the archive if needed ○ We need to be aware of open meeting law and not edit past minutes after the approval
	DIRECTOR REPORTS
8:55 PM	<p>Operations</p> <ul style="list-style-type: none"> ● ordering remaining supplies

	<ul style="list-style-type: none"> ● prep for training ● prep for PD weeks ● Shuffling ● Unpacking supplies that have all arrived at the school ● records requests from all families with students who have previously been enrolled in a school ● employee onboarding and interviews, we are still hiring ● Employees are signed up for Medicaid <p>Curriculum</p> <ul style="list-style-type: none"> ● Training this week
COMMITTEE REPORTS	
9:00 PM	<p>Community Engagement and Marketing</p> <ul style="list-style-type: none"> ● Our next family engagement event is July 22 at Malvern Hills Park from 10 am - 12 noon ● Family Engagement Summer 2023 Event Logistics and Sign-ups <p>Development</p> <ul style="list-style-type: none"> ● MOD Pizza Fundraiser - July 26th, ALL DAY - Details <ul style="list-style-type: none"> ○ Please come and bring your local friends and family! ● Grant Applications Update <ul style="list-style-type: none"> ○ Currently working on two applications for teacher trainings and the playground renovations ● Corporate Partnerships Deck ● Upcoming Development Retreat - July 17th, 9 am - 12 noon <p>Facility</p> <ul style="list-style-type: none"> ● Construction Update: <ul style="list-style-type: none"> ○ Current Schedule ○ Week of 6/19 – Ceiling grids, Light fixtures, Plumbing rough-in ○ Week of 6/26 – New Door Frames, FA Devices ○ Week of 7/3 – Painting, Carpet Install in Office, office furniture install ○ Week of 7/10 – Toilet Rooms, Flooring, Doors received & installed ○ Week of 7/17 – Final inspection & ECO ● <i>Spread the word for volunteers!</i> Make more prominent in the newsletter and send email. Add weekends for working parents. <ul style="list-style-type: none"> ○ https://www.signupgenius.com/go/10C084FACA728A3FBCF8-summer ○ We need more volunteers to sign up, can be parents, board members, staff, friends, anyone willing to help! ○ Jerick is happy to spearhead a Saturday work day ● State required Asbestos Inspection <p>Finance</p> <ul style="list-style-type: none"> ● Getting set up with Acadia, FY began July 1.

	<p>Personnel</p> <ul style="list-style-type: none"> ● Hiring update and needs ● We have 5 interviews lined up for the next few days ● These positions are currently open: <ul style="list-style-type: none"> ○ 3 IAs ○ School counselor ○ Music, art, and movement specialists ○ Custodian ○ Bus driver <p>Policy and Board Development</p>
	<p>OLD BUSINESS</p>
<p>9:15 PM</p>	<p>ACTION: Amended Preschool Contract</p> <p>Wren moves to approve teh amended preschool contract with Little Grove Preschool. Lara seconds. Open for discussion.</p> <p>Discussion:</p> <ul style="list-style-type: none"> ● Our attorney asked: if there are shared employees - who would be responsible for workers' compensation? Since these employees are full-time with MCPM and part-time with LG, we (MCPM) will pay for this. ● Changed the contract to be a 3-year commitment to line up with our contract with the church and match the Montessori 3-year cycle. <p>With unanimous approval (5 votes), the motion passes.</p> <p>Finalize details of MCPM Board Recruitment Plan</p> <ul style="list-style-type: none"> ● Decisions to make: <ul style="list-style-type: none"> ○ Timeline of annual recruitment/elections <ul style="list-style-type: none"> ■ When do we want to do that? Which month/board meeting? ○ Current timeline for recruitment/elections <ul style="list-style-type: none"> ■ Are we ready to bring on new members if we have people that are the right fit ● Open Discussion: When to bring on board members <ul style="list-style-type: none"> ○ Prior to the July Board Retreat would be great, maybe June meetings ○ End of the school year can be hard, so maybe April/May ○ Application process would be 2-3 months in advance ○ Could we say annually in June instead of specifying which meeting (1st or 2nd)? ○ Terms would start in June, if someone joins before June, their 3-year term would start that June, so they may serve 3 years plus up to 11 months ● Open Discussion: When to elect positions? <ul style="list-style-type: none"> ○ Sometimes you recruit for specific positions ○ The next meeting after board members join ○ Nomination process could happen in the same meeting as the officer

	<ul style="list-style-type: none"> election. <ul style="list-style-type: none"> ○ For this year, we will do officer elections at the meeting on July 19, the day after the retreat ● Open Discussion: Are we ready to bring on new board members prior to our retreat this year? <ul style="list-style-type: none"> ○ Board members feel like there is at least one candidate that we would like to move forward with as soon as possible.
9:35 PM	Motion: Jerick moves to go into a closed session to discuss a personnel issue. Stella Seconds. With no discussion, we move to a Closed Session.
9:36 PM	MOVE to Closed Session
10:04 PM	Return from closed session. We have voted to invite a new board member to join the Mountain City Public Montessori school board.
10:05 PM	<p>Discussion: Strategies and Objectives 2023</p> <ul style="list-style-type: none"> ● Additions, changes, suggestions to the proposed strategy ● Preparation for retreat
	NEW BUSINESS
10:07 PM	No new business
	ANNOUNCEMENTS
10:07 PM	No announcements
	ADJOURNMENT
10:10 PM	Wren adjourned the meeting

Meeting Minutes approved by the MCPM Board of Directors on July 19, 2023.