


MCPM Board of Directors 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.

Vision: At Mountain City Public Montessori, we believe all students deserve access to a quality education that affirms each individual and enhances the collective by giving them an opportunity to practice living in and contributing to a more just society.

DATE	MEETING NAME
04/17/2024 - In-person Work Session	
ATTENDEES—MCPM Board of Directors	
Present: Wren Cook Dawn Meskil (joined virtually) Lara Lustig Aaron Brumo Stella Plato (joined virtually) Jerick Wilson Maegan Brown Jaclyn Farley Jeffrey Kaplan Susannah Vance Gopalan	Absent:
ATTENDEES—Others	
Brittany Wager - Operations Director Rachael Shaw Marshall - Curriculum Director	Megan Ward - Development Committee Victoria Calvert - Development Committee Kirsten Cole - MCPM staff


TIME	CALL TO ORDER
5:42 pm	Called to order by: Wren Roll Call: Quorum (need 6/10): we have a quorum with 10 out of 10 board members present <div style="background-color: #e0e0e0; padding: 2px;"> ■ MCPM Mission and Vision, Ethics Statment, & Pledge to the Earth.pdf </div> <ul style="list-style-type: none"> - Mission Statemen - t read by - Jeffrey Kaplan Ethics Statement read by - Lara Lustig

	<ul style="list-style-type: none"> - Pledge to the Earth read by Aaron Brumo <p>Welcome to members of the Development Committee!</p>
	APPROVAL OF AGENDA AND MINUTES
5:47 pm	Susannah Gopalan moves to approve tonight's agenda, Lara seconds. With no amendments, the agenda will run as stated.
	PUBLIC COMMENT
5:48 pm	<p style="text-align: center;">If you would like to submit public comments please email board@mountaincitypublic.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;">■ 2024-4-17 Public Comment.pdf</p>
	CONSENT AGENDA
5:50 pm	<ul style="list-style-type: none"> • Jeffrey Kaplan moved to adopt consent agenda. Consent agenda adopted. No vote needed. •  2024-3-20 Meeting Minutes • Board Member Recruitment Plan
	DIRECTORS' SHARE
5:51 pm	<p>Celebrations:</p> <ul style="list-style-type: none"> - Brittany Wager reported that the return from Spring Break has been positive. - The staff are preparing for EOGs and MAP testing. - There are 6 weeks of school remaining. - Directors are encouraged that a large majority of placement offers were accepted immediately. <p>Updates:</p> <ul style="list-style-type: none"> - For the 2024-2025 school year we received 351 applications, Lottery pulled on Wednesday, 46 spots were offered and 38 spots were accepted - Families have until midnight on 04/17 to choose to accept before their spot will be offered to families on the waitlist. - Families are given 7 days to accept their spot and 7 additional days to complete necessary paperwork. - Second round of executive functioning testing - Map testing - EOGs are within the last 10 days of school

	<ul style="list-style-type: none"> - Earth Day- staff decided to celebrate by gathering under the Elm trees. Classes will share poetry, song, etc. MCPM will then plant a tree and students will place well wishes. Directors are currently searching for a tree for donation. <p>Invitations to the Board</p> <ul style="list-style-type: none"> - Directors have sent out a calendar for Board members to observe in the classrooms. Board members are encouraged to reach out to the Directors if they are unable to attend during the times offered. - Block Party: Please join the students, families, and staff on May 24th (May 28th/ rain day) from 9:00- 12:00. - Sarah Brown will be coming next week to the directorate meeting to work with leaders on building the directorate for next year. <p>Questions from the Board:</p> <ul style="list-style-type: none"> - Jaclyn asked how are things changing this year to help students acclimate to the new school and specifically Montessori style of learning. <ul style="list-style-type: none"> - As a school, we are not adding as many new students and have more of an opportunity to acclimate those that might have a more difficult time. Teachers are currently choosing student placements for the following school year. - Maegan asks if students are identified with IEPs and/or 504s prior to enrollment. <ul style="list-style-type: none"> - Part of the application process is asking families for all documentation of plans so each student can be supported as soon as possible.
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Development Goals for 2024-2025	
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6:11 pm	<p>Development Committee: slides</p> <ul style="list-style-type: none"> ● Fundraising Goals <ul style="list-style-type: none"> ○ Fiscal year ends June 30th, 2024 ○ So far this fiscal year we have raised approximately \$20,000 <ul style="list-style-type: none"> ■ For fiscal year '25, our goal is \$30,000 ○ Committee is currently planning the fall 2025 silent auction with the goal of raising \$10,000 ○ Follow the Child 5k <ul style="list-style-type: none"> ■ Chamber of Commerce is currently running a 5k on May 3rd - "Chamber Challenge" ■ Vendors pay for sponsorship - to promote their businesses ■ Directors are currently talking with a company that provides the planning and support of this event. ■ Jerrick and Jeffrey recommended breweries near the greenway that would host a pre/post event ○ Annual sponsorships - Jeffrey recommends increasing the goal from \$5k-\$10k ○ Annual fund - Lara recommends increasing from \$2-4k to \$10,000 ● SFO, School-Family Organization, is currently being organized. There are a few members that are interested in helping with fundraising. The SFO is going to focus on the silent auction and the book fundraiser. ● Jeffrey Kaplan suggested asking families that are no longer paying tuition for preschool/private school to consider donating one month of pre-k expenses to the school.
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	<ul style="list-style-type: none"> ● Fundraising Plan Questions for Development
	Finance Committee Proposal
6:36 pm	<p>Budget Proposal</p> <p> 24-25 budget DRAFT.xlsx</p> <ul style="list-style-type: none"> ● Brittany presented our current budget and what changes have been made <ul style="list-style-type: none"> ○ Current budget has an EC director 2nd full-time licensed EC teacher (this was originally an assistant position). This full-time EC teacher would take over as Nautilus lead. ○ Two multi-classroom assistants, one on the bottom floor, one on the second floor. This person will focus more on reading and math. These supports would work closely with the EC department ○ School Counselor position will remain as a part-time position at 27 hours per week. This position could also be a school social worker. ○ These changes in the budget have created a surplus for next school year. ● We have received Title 1 funding for this school year with over 50% of student eligibility <p>Financial Health</p> <ul style="list-style-type: none"> ● What do we need in the fund balance to be financially healthy? <ul style="list-style-type: none"> ○ The OCS recommends that charter schools have 8% of expenses as a fund balance. But anything positive is good. ● What do we need to feel comfortable to take a risk to expand? <ul style="list-style-type: none"> ○ The development committee will be working to support getting more large donors.
	Projected Enrollment and Personnel Growth
7:00 pm	<p>Three year Staff projection</p> <ul style="list-style-type: none"> ● The staff projection was shared through year five. ● Brittany presented on how our revenue is directly impacted by our enrollment. A conservative estimate of state revenue is increased by 1.9% each year. ● Rachael mentioned there are some staff increases that are predictable and necessitated by student growth. Other positions are less predictable, but become necessary based on the student population we have.
	Questions and Discussion
7:08 pm	<ul style="list-style-type: none"> ● Jerick asked if there were any part-time staff changes - this will be an internal shift but will not affect the budget

	<ul style="list-style-type: none"> ● Jeffrey asked if during the process of putting the budget proposal together, is this budget ideal or compromised. <ul style="list-style-type: none"> ○ Brittany responded that while this is not a dream budget, it is not necessarily a compromise, but it was decided with significant input and feedback from staff. Ideally, we would have a full-time behavior interventionist and more income for all staff. ● Jeffrey asked how many students we anticipate having and how many families. Brittany estimates we are adding 20 families for next school year. ● Lara suggested that we chunk costs. “If we were to add one primary classroom, what would be the total cost for that class”
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UPDATES AND ANNOUNCEMENTS	
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7:14 pm	<ul style="list-style-type: none"> ● Facility Update <ul style="list-style-type: none"> ○ Summer renovations <ul style="list-style-type: none"> ■ New Carpet in 1st, 2nd & 3rd floor classrooms, including Adolescent Classroom ■ Asbestos abatement for Room 101 (Molly) - Opossums ■ LVT in entry vestibule, Opossums classroom, and Adolescent classroom ■ New casework for 3rd floor classrooms ■ (4) Toilet Rooms on 3rd floor ■ New Ceiling & lights in multi-purpose room ■ Access control on 3rd floor stair door to Adolescent CR ■ Estimated cost: \$175,000 ■ Brittany mentioned there are a few grants that would apply to the cost of the renovations (asbestos removal, school safety grant for the 3rd floor door) ■ Aaron would like to replace all of the rubber stair treads and they will need asbestos remediation. ■ Facilities committee is considering replacing the carpet in fellowship hall with LVT. ○ Lease agreement extension- Board and staff will need to decide what we should propose to the church <ul style="list-style-type: none"> ■ Lara proposed we balance across years 3,4,5 because of the budget increase that is proposed for year 3. <p>Ideas/plans for larger space</p> <ul style="list-style-type: none"> - Facilities continues to brainstorm options for growth that help build a steady foundation and are financially responsible. - Wren is continuing to pursue the option of building onto the building we lease currently. <ul style="list-style-type: none"> ● Feedback and Evaluations <ul style="list-style-type: none"> ○ Formal feedback for the directors will happen in June. Directors have requested more feedback sooner. Survey was sent to the staff for feedback. The deadline for completion is the end of next
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	<p>week and responses will be shared at the next board meeting.</p> <ul style="list-style-type: none"> ■ Curriculum Director survey ■ Operations and Finance Director survey ○ Board Self-Evaluation <ul style="list-style-type: none"> ■ May 10th deadline for completing this evaluation ■ All questions might not be relevant to the work we are doing on this board. Wren requests that members add any questions to it as needed. ● Sonder DEI Anti-Racism Workshop <ul style="list-style-type: none"> ○ Six-month workshop ended in March <ul style="list-style-type: none"> ■ How do we reflect altogether? <ul style="list-style-type: none"> ● Ian will be giving us a playbook for MCPM around DEI ■ What's next? <ul style="list-style-type: none"> ● This topic will be picked up again during the summer ● Wren will follow up with Ian for how we can share this with other groups that may be interested. ● Book Event <ul style="list-style-type: none"> ○ Elizabeth Slade's new historical fiction of Maria Montessori ○ Reading and signing: May 16 @ 5:30 pm ○ Board support: <ul style="list-style-type: none"> ■ Attend the event and buy the book ■ Buy the Montessori puns t-shirts for sale ■ Invite folks and share marketing materials ■ Solicit sponsorships from local businesses (\$100 and \$500) <ul style="list-style-type: none"> ● SFO is acquiring these sponsors <p>Opening Board recruitment on May 15th</p> <ul style="list-style-type: none"> - Will be sent out through listserv and will go out in the family newsletter - Interviews and board recommendations in June so that new members begin July 1st - Board bios are getting updated on our website.
	ADJOURNMENT
7:58 pm	Lara motioned to adjourn

Approved by the MCPM Board of Directors on May 1, 2024.