

MCPM Board of Directors Agenda and 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
9/04/2024 - September Meeting	
ATTENDEES–MCPM Board of Directors	
<p>Present: Wren Cook Dawn Meskil (virtual) Lara Lustig Aaron Brumo Stella Plato Jerick Wilson (joined at 6:02 pm) Maegan Brown Jaclyn Farley Jeffrey Kaplan Susannah Vance Gopalan Tameka King (virtual, joined at 5:52 pm) Erica Rawls Molly Cantrell (virtual) Sav Sankaran (virtual)</p>	<p>Absent:</p>
ATTENDEES–Others	
Brittany Wager - Operations Director Rachael Shaw Marshall - Curriculum Director	Sarah Brown, Into Right Relationship Courtney Sullivan, Little Grove Preschool

TIME	CALL TO ORDER
5:37 pm	Called to order by: Wren Roll Call Quorum (need 8/14): At the meeting start we have 12 out of 14 members present and thus have a quorum.

	<p>📄 MCPM Mission and Vision, Ethics Statment, & Pledge to the Earth.pdf</p> <ul style="list-style-type: none"> - Mission Statement read by Aaron Brumo - Ethics Statement read by Stella Plato - Pledge to the Earth read by Stella Plato <p>Jeffery would like to amend the agenda to add in a brief overview of the Roberts Rules Order at the top of the meeting. Maegan seconds. With no debate. Motion passes unanimously.</p>
	APPROVAL OF AGENDA AND MINUTES
3 min.	<p>Minutes from the 8/7/24 meeting will be included in the consent agenda.</p> <p>Stella moves to approve the amended agenda. Lara seconds. Motion passes unanimously.</p>
	Robert’s Rules of Order
5:49 pm	<p>Jeffery provided an overview to the board for Robert’s Rules of Order covering:</p> <ul style="list-style-type: none"> - Basic Structure of a Meeting - Key Motions - Debating a Motion - Types of Votes - Quorum - Handling Amendments - Handling Disruptions - Final Notes
	PUBLIC COMMENT
5:50 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.</p> <p style="text-align: center;">No public comment for tonight’s meeting.</p>
	CONNECTION AND ALIGNMENT
5:50 pm	<p>Sarah Brown, https://www.intorightrelationship.com, shares about her work with MCPM over the past year and progress of shared leadership work with the Directorate.</p> <p>Discussed Traditional School Structures v. MCPM staff-led structure</p>

	<p>Quick timeline of the story of power at this organization Review Shared Leadership Intentional Design with Directorate</p>
	<p>PRESCHOOL UPDATE</p>
<p>6:50 pm</p>	<p>Courtney Sullivan, Little Grove Preschool Director offered an update to the board about the preschool.</p> <p>Enrollment update for LGP:</p> <ul style="list-style-type: none"> - Roster is full, capacity is 21 students, there is a sizeable waitlist - 10 students are returning from last year, 11 are new this year - 4 of the current students (20%) are global majority - Providing tuition assistance to 3 students, a full scholarship for one student and two half scholarships. This is about \$16,000 in budget. <p>Questions from the Board:</p> <p>How many K students from LGP came to MCPM last year?</p> <ul style="list-style-type: none"> - 6 of the 8 students from last year decided to do K at MCPM. - Having the second year students has made a huge difference in the room for the classrooms. - The families have expressed a lot of gratitude for being able to stay at the school. <p>Was there any feedback from the two families that decided not to stay?</p> <ul style="list-style-type: none"> - Courtney's impression was that they'd always intended to go to their home district. She also thinks they may also have older siblings at other schools. - At the time they decided to attend LGP, they didn't have a guarantee of staying at MCPM. <p>Why can't we have a full day?</p> <ul style="list-style-type: none"> - Preschool licensing which is tied to the facility. - It's very complicated and there is a group of people (task force) exploring these options and trying to make full day a possibility. - A charter can't have a preschool within the first three years of operation. - State funds for a K-12 school can't support preschool aged children. <p>Are you an LLC?</p> <ul style="list-style-type: none"> - Yes <p>Are all the students from Buncombe county?</p> <ul style="list-style-type: none"> - Majority, yes. She can get us that info for sure. <p>Wren calls for a 3 min recess.</p>
	<p>DIRECTORS' REPORTS</p>

7:08 pm	<p>Director share out</p> <p>Operations and Finance Director Update</p> <ul style="list-style-type: none"> - Enrollment Update: <ul style="list-style-type: none"> - Current enrollment is 138. - Construction estimated to be completed mid-September. All student areas are completed. - New systems and spaces are working well! - Enrollment Demographics: <ul style="list-style-type: none"> - 4% Black - 2% Latinx - 17% Multi Racial - 56% low-income - 13% with IEPs - Finance Update <ul style="list-style-type: none"> - EOY24 - Fund balance = \$162,665.67 - Working with Acadia on July report - No change w/ funding in arrears - Audit = "perfect" <p>Curriculum Director Update</p> <ul style="list-style-type: none"> - Professional Development August 7- 20 <ul style="list-style-type: none"> - Onboarded new staff - Created community through shared work (classrooms look great!) - Engaged in conversations - Enjoyed each other's company - Envisioned shared leadership - Delineation of Roles - Montessori Update <ul style="list-style-type: none"> - Second Back to School Night - First Lunch and Learn - First Overnight Trip - Residential Component - Beginning of Year Testing - MEFS Sept 3-6 - BOG Sept 9 - MAPs Sept 10-13 - Walking Field Trips have started - Walk-Through Observation - Grace and Courtesy Observation - Long Form Observations
	EXECUTIVE REPORTS
7:50 pm	Exec Committee Report:

	<p>What are we working on?</p> <ul style="list-style-type: none"> - Board meeting agenda planning - Using feedback to improve board operations and meeting effectiveness - Using the Board Task Tracker to paint the big picture of committee work and provide support/accountability/connection to committees <p>How do we need support?</p> <ul style="list-style-type: none"> - Parliamentarian at board meetings: Jeffrey Kaplan has agreed to establish our procedural norms and keep meetings moving efficiently - Communication in advance from committees when discussions or support are needed at board meetings <p>What do we need to discuss or bring to the next board meeting for feedback, problem solving, or approval?</p> <ul style="list-style-type: none"> - Committee goals
	CONSENT AGENDA
7:51 pm	<p>Visitor and Volunteer Policy (amended) Volunteer background check policy (amended) Title IX Policy (new) 8-7-2024 Meeting minutes Employee Agreements - signed hard copies are in each employee's file.</p> <p>Wren moves to approve all items in our consent agenda. Passes unanimously.</p>
	PARLIAMENTARY REVIEW
7:53 pm	<p>The executive committee would like Jeffrey Kaplan to help facilitate parliamentary procedures during meetings moving forward.</p>
	NEW BUSINESS
7:54 pm	<p>Funding in Arrears/Legislative Budget Issues</p> <ul style="list-style-type: none"> ● Update/review from Finance ● What are the options for MCPM?
	COMMITTEE REPORTS
8:00 pm	<p>Presentation of Committee Goals:  2024 - 2025 Committee Goals</p> <ul style="list-style-type: none"> ● Development  FY25 MCPM Fund Development.pdf ● Facility <ul style="list-style-type: none"> ○ Finalize and approve the lease extension with CUMC ○ By June 2025, this committee will report on whether the expansion of the facility will occur on CUMC campus: <ul style="list-style-type: none"> ■ We will have a timeline for a construction project, if so. <ul style="list-style-type: none"> ● We will explore options for bridging the gap for growth before construction completion.

- We will begin to explore other options, if no.
 - We will continue to explore other viable facility expansion options.
 - Exploring strategic partnerships
 - Understanding financing options
 - Locating potential sites
 - Explore the possibility of a transitional space for expanding primary classrooms and afternoon activities/offices before a facility expansion (ie.other churches on Church Street)?
 - Reevaluate the current facility's enrollment capacity
- Policy and Board Development
 - Refining the board recruitment process
 - Begin earlier, communicate needs earlier, advertise earlier
 - Establish a more effective cycle for board officers; amend bylaws
 - Continued responsiveness to emergent policy needs and changes
 - Refining the board evaluation process
- Executive Committee
 - Accountability:
 - Use the task tracker as a tool for support and follow-up
 - Use the board planning calendar as a guide for big themes and work of the board
 - Aligning committee goals with the overall mission/vision of the board and the school
 - Improving communication and collaboration between committees
 - Regular communication from ExComm to the board regarding progress and updates from the school
 - Planning board meetings
 - Focusing on where we want to be as a board
 - Creating sustainable systems and effective, shared leadership meetings
 - What challenges keep bubbling up that are unresolved?
 - Share the planning and responsibility of facilitating board meetings, extending that to the entire board

Monthly Committee Reports for review:

- Policy & Board Development
 - Good news/highlights
 - We are so grateful to have a dynamite team with a variety of experiences to support the many different types of work we do.
 - What are we working on?
 - We are working on new policies as the need arises from the school and the state (Title IX, McKinney-Vento, Artificial Intelligence)
 - We have made more progress on the policy review process! We are awaiting reviews from the relevant staff and board committees before wrapping up the process this year.
 - How do we need support?
 - Finance committee is reviewing finance policies; Directors are

	<p>reviewing school policies. We need the EC Specialist to review EC and MTSS policies.</p> <ul style="list-style-type: none"> ○ What do we need to discuss or bring to the next board meeting for feedback, problem solving, or approval? <ul style="list-style-type: none"> ■ As policies are drafted or amended, we will bring them to the board for approval.
	ANNOUNCEMENTS
8:24 pm	<p>September 17: Family Education Night 3:45-5:15</p> <p>October 2: Next Board Meeting in 301/Adolescent Classroom</p> <ul style="list-style-type: none"> ● Enter at the blue door and go all the way up the stairs. Let us know if you need access to the elevator.
	ADJOURNMENT
8:27 pm	Stella moved to adjourn the meeting, Lara seconded. Passed unanimously.

NEXT STEPS			
<i>Action Item</i>	<i>Owner(s)</i>	<i>Deadline</i>	<i>BoD Support Needed?</i>
Send emails to Berger and Moore re: funding for growth	Each board member	ASAP	<ul style="list-style-type: none"> ● See prior email for deets

Approved by the MCPM Board of Directors on 11/6/24.