

**REGULAR MEETING OF THE
RIVER MONTESSORI CHARTER SCHOOL (RMCS) BOARD OF DIRECTORS**
RIVER MONTESSORI CHARTER SCHOOL
3880 Cypress Drive, Suite B, Petaluma CA 94954 (707)778-6414
October 23, 2019
6:30 PM

Approved 12/11/19-EP/jc

MINUTES

An individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should notify the board in writing at least 48 hours prior to the meeting. Board agendas are available on the school website www.rivermontessoricharter.org

The regular meeting of the Governing Board held in public will be advertised and recorded in accordance with the Brown Act.

Location(s):

- RMCS Community Meeting Room: 3880 Cypress Drive, Suite B, Petaluma CA 94954
- Ginny Hautau: 3131 East Alameda, #802 Denver, CO 80209
- Tim Lohrentz 1815 Chestnut Street, Oakland CA 94607

● **CALL TO ORDER**

- Director Puch called the meeting to order at 6:33 PM.
- Directors Puch, Hautau, Royes, Covarrubias, Hammons, Matthews, and Lohrentz were present.
- Staff present: Kelly Griffith Mannion, Executive Director/Superintendent, Michelle Leonard, Chief Business Officer

● **READING OF RMCS MISSION & VISION**

- Director Matthews read the Mission and Vision statements.

● **APPROVAL OF AGENDA**

- Executive Director Mannion suggested moving of G.5 to G.1. Meeting Agenda was then approved with unanimous consent (7-0).
 - Motion: Director Royes Second: Director Hammons
 - Aye: Puch, Hautau, Royes, Covarrubias, Hammons, Matthews, and Lohrentz
 - Nay: 0

● **PUBLIC COMMENT - None**

Visitors are allowed to address the Board for up to three (3) minutes on items not on the agenda for a total of 15 minutes per topic. With Board consent, the Board President may increase or decrease time allowed for public comment. The Board does not respond or take action on public comments.

- **APPROVAL OF 9/11/2019 BOD MEETING MINUTES**

- Minutes of the Sept 11, 2019 BOD meeting were reviewed for edit and approval. Director Lohrentz suggested the correction of the spelling of his name to the minutes. Meeting minutes were then approved (5-0-2).
 - Motion: Director Hautau Second: Director Covarrubias
 - Aye: Puch, Hautau, Covarrubias, Matthews, and Lohrentz
 - Nay: 0
 - Abstain: Royes, Hammons

- **COMMUNICATIONS**

- Foundation/Fundraising Report:
 - Nothing to report
- RMCS Executive Director's Report:
 - Executive Director/Superintendent Mannion provided updates regarding the first quarter of the school year, first quarter assessment, field trips, nearly complete with transition from Montessori Compass to Transparent Classroom, putting together a working group for social justice issues consisting of parents and staff, changes to the professional development program to allow more time for faculty to spend on professional development, increasing our outreach to the Hispanic community and Coffee with Kelly.
- Outreach Report:
 - RMCS had a booth at the Mexican Independence Celebration in Santa Rosa which resulted in the interest of several potential students/families from the Hispanic community.
- Finance Report:
 - Nothing to report
- Facilities Report:
 - Nothing to report

- **BOARD BUSINESS**

- Discussion: Local Assessments & CAASPP Report
 - Lorna Rochman McEntire, Coordinator of Student Support Services
Gave a presentation and led the discussion on local assessments being a valid and reliable way to demonstrate Montessori methodology with critical thinking and preparing our students for the CAASPP. We will work on the best way to communicate the CAASPP testing with RMCS parents.
- Discussion & Action: Board Development Transition & Installation of New Board Members
 - Discussion surrounding the transition of Board members was led by the Executive Director/Superintendent. Tonight we bid farewell to Director Covarrubias and thank her for her dedication to RMCS!

- Motion to install Rachel Dorsey as a parent member on the BOD was approved with unanimous consent (6-0).
 - Motion: Director Royes Second: Director Matthews
 - Aye: Puch, Hautau, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0
 - Motion to install Jing Liu as a community member on the BOD was approved with unanimous consent (6-0).
 - Motion: Director Matthews Second: Director Hammons
 - Aye: Puch, Hautau, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0
 - Discussion & Action: Student Health Practices and Administration of Medication policy
 - Discussion surrounding the Student Health Practices and Administration of Medication policy. After the draft policy was reviewed, a motion to approve the policy was approved with unanimous consent (8-0).
 - Motion: Director Hammons Second: Director Matthews
 - Aye: Puch, Hautau, Hammons, Royes, Matthews, Lohrentz, Dorsey, and Liu
 - Nay: 0
 - Discussion: November Board Forum Preparation
 - Discussion surrounding the November Board Forum was led by Director Puch. The Forum is moved to 28 Feb 2020 from 11:00am-12:00pm at the conclusion of the *Watch Me Work* day. The forum will be a roundtable discussion on how to turn *Advocacy into Action*.
 - Discussion: Board Hosting Parent Gathering/Coffee Social
 - Discussion surrounding the Board Hosting Parent Gathering/Coffee Social. The BOD will host on December 20th 2019.
 - Discussion: RMCS Executive Director Review
 - Discussion surrounding the RMCS Executive Director Review. The BOD agreed to move this agenda item to the November BOD meeting.
 - Discussion: Low Performing Grant
 - Discussion surrounding the Low Performing Grant was led by Michelle Leonard, Chief Business Officer
- **Future Agenda Items**

The following items will be discussed at a future BOD Meeting: RMCS Executive Director Review, General Complaint Form, Planning of the Roundtable discussion.
- **ADJOURNMENT**
 - Motion to adjourn the meeting at 9:12 PM. The motion passed with unanimous consent (8-0).
 - Motion: Director Royes Second: Director Hammons
 - Aye: Puch, Hautau, Hammons, Royes, Matthews, Lohrentz, Dorsey, and Liu
 - Nay: 0

Future Meeting Dates:

2019

November 13, 2019, 6:30pm

December 11, 2019, 6:30pm

2020

January 25, 2020, 9:00am - 4:00pm February 12, 2020, 6:30pm

March 11, 2020, 6:30pm

April 15, 2020, 6:30pm

May 13, 2020, 6:30pm

June 24, 2020, 6:30pm

Instructions for Presentations to the Board by Members of the Community

River Montessori Charter School welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We hope that you will visit these meetings often and your participation assures us of continuing community interest in our School. To assist you in speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all community members
2. Community members who wish to speak on any agenda items or under the general category of "Public Comment" will be given an opportunity to do so.
3. "Public Comment" is set aside for members of the community to raise issues that are not specifically on the agenda. However, due to public meeting laws (Brown Act), the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Exceptions to these time limits may be made at the discretion of the Board Chair. The board may give direction to staff to respond to your concerns or you may be offered the option of returning with a citizen requested agenda item.
4. With regard to items that are on the agenda, you may speak for up to (3) minutes when the Board discusses that item. Exceptions to this time may be made at the discretion of the Board Chair.
5. Community members may request in writing that a topic related to school business be considered for placement on a future agenda. Requests should be addressed to the Board Chair. If such an item is placed on the agenda and publicly noticed, the Board can respond, interact, and act upon the item.