



**REGULAR MEETING OF THE  
RMCS BOARD OF DIRECTORS**  
APPROVED MINUTES: August, 9 2023, 6:00 p.m.

**Location(s)**

3880 Cypress Drive, Suite B, Petaluma CA 94954  
22 Link Street, NW, Albuquerque, NM 87120  
**6140 Old Quarry Loop Oakland, CA 94605**

**A. CALL TO ORDER**

Director Hautau called the meeting to order at 6:11 pm  
Roll Call: Directors Akognon, Hautau, Hammons, Lohrentz, Matthews  
Also Present: Executive Director Griffith Mannion, Rich McNeel

**B. RMCS MISSION & VISION**

Read by Director Akognon

**C. PUBLIC COMMENT**

None

**D. APPROVAL OF AGENDA**

Motion to approve Director Hautau, 2nd Director Akognon  
Aye: Directors Akognon, Hautau, Hammons, Lohrentz, Matthews  
Nay: 0, Abstentions: 0

**E. BOARD DEVELOPMENT**

1. Board Membership - Accepting new Board Applications - Directors: read Bylaws before September Meeting

**F. APPROVE MINUTES**

1. **June 17, 2023** - tabled  
2. **June 28, 2023** - tabled  
3. **July 25, 20223** - no quorum, meeting canceled

**G. COMMUNICATIONS**

1. **Executive Director's Report:** Classes are going well, and *Bridge to Success Program* was successful. Focusing on positive, great field trips coming this year. Operations: First stage of audit, deadlines approaching. Gulf Coast Montessori Teacher Education Center visit affirmed lessons and UE work.  
2. **Finance Report:** Rich McNeel went over the financials. Cash flow is healthy, attendance is key.  
3. **River Montessori Foundation Report:** None  
4. **Marketing Report:** Weekly meetings with professional marketing, developing ad campaigns, 15-year anniversary campaign discussed..  
5. **Facilities Report:** Bathrooms and multipurpose have painted and refreshed.

**H. ITEMS FOR BOARD CONSIDERATION**

1. **Employee Handbook** Discussed updates to Employee Handbook  
Motion to approve updates by Dir. Hautau, 2nd Dir. Hammons  
Aye: Directors Akognon, Lohrentz, Hautau, Hammons, Matthews  
Nay: 0, Abstentions: 0  
  
2. **Community Handbook** Discussed appendices and updates  
Motion to approve Community Handbook by Dir. Akognon, 2nd Dir. Hammons  
Aye: Directors Akognon, Lohrentz, Hautau, Hammons, Matthews  
Nay: 0, Abstentions: 0

**3. Commitment to Community Wellness & Consistent Student Attendance** Discussion of commitment.

Motion to approve commitment Dir. Hammons, 2nd Dir. Matthews

Aye: Directors Akognon, Hautau, Hammons, Lohrentz, Matthews

Nay: 0, Abstentions: 0

**4. Homeless Education Policy & Housing Questionnaire** Presentation and discussion.

Motion to add to new template by Dir. Hautau, 2nd Dir Akognon

Aye: Directors Akognon, Lohrentz, Hautau, Hammons, Matthews

Nay: 0, Abstentions: 0

**5. 403(b) Plan Contribution** Discussion and approval of contribution amount, \$3669.60.

Motion to approve Dir. Hautau, 2nd Dir. Hautau

Aye: Directors Akognon, Hautau, Hammons, Lohrentz, Matthews

Nay: 0, Abstentions: 0

**6. CDE - One Year Extension of Charter Year Terms, RMCS through June 2027**

Information Only, no action

**7. Universal Prekindergarten Planning & Implementation Grant**

Discussion, No Action

**I. FUTURE AGENDA ITEMS**

**J. ADJOURNMENT**

Director Hautau motioned to adjourn at 7:18pm, 2nd Dir. Hammons

Aye: Directors Akognon, Hautau, Hammons, Lohrentz, Matthews

Nay: 0, Abstentions: 0

**FUTURE MEETING DATE(S):**

October 11, 2023, November 6, 2023, December 13, 2023, January 10, 2024, February 14, 2024, March 13, 20, April 17, 2024, May 8, 2024, June 26, 2024

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](http://www.rivermontessoricharter.org). The regular meeting of the Governing Board held in public, will be advertised and recorded in accordance with the Brown Act.

**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.

I, Judith Matthews, Secretary of the RMCS Board of Directors, hereby certify that these minutes were approved at the September 13, 2023 RMCS Board Meeting.

*Judith Matthews*

Judith Matthews  
Secretary, RMCS Board of Directors

**3880 Cypress Drive, Ste B • Petaluma, CA 94954 • 707.778.6414 • [www.rivermontessoricharter.org](http://www.rivermontessoricharter.org)**

River Montessori Charter School is an Equal Opportunity Employer and does not discriminate against any persons (actual or perceived disability, gender, gender identity or expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics).