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 March 11, 2020 6:30 PM

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

• CALL TO ORDER

- Director Lohrentz called the meeting to order at 6:46 PM.
- Directors Puch (arrived 7:03pm), Royes, Hammons, Matthews, Dorsey, and Lohrentz were present.
- Staff present: Kelly Griffith Mannion, Executive Director/Superintendent, Michelle Leonard, Chief Business Officer

READING OF RMCS MISSION & VISION

Director Lohrentz read the Mission and Vision statements.

• 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 MEETING AGENDA

- Agenda for the meeting was reviewed. Executive Director/Superintendent Mannion suggested edits to the agenda (remove E.7, move G above E). Meeting agenda was then approved with unanimous consent (5-0).
 - Motion: Director Dorsey Second: Director Matthews
 - Aye: Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0

• APPROVAL OF CONSENT AGENDA

 BOD meeting minutes for 12/11/2019 and 2/8/2020 were reviewed. Executive Director/Superintendent Mannion suggested edit to the 2/8/2020 minutes. Consent Agenda was then approved with unanimous consent (5-0).

■ Motion: Director Dorsey Second: Director Royes

Aye: Dorsey, Hammons, Royes, Matthews, and Lohrentz

■ Nay: 0

• **COMMUNICATIONS**

- o RMCS Executive Director's Report:
 - Executive Director/Superintendent Mannion provided updates regarding Events, Education Program, Operations, and Human Relations. Updates included: musical concerts during the day were a big success as all students were present, mobile planetarium and inclusion presentations were enjoyed by the students, UL trip to Westminster went well, Executive Director's lunch with UL students going well, students are preparing for CAASPP, Student Move-Up visits went well, partnership meetings are in process this week, investigating distance education, transition with new registrar/office administrator is successful, RMCS authorizer visited the school in February and expressed confidence in RMCS at visit and at the OAUSD Feb 13, 2020, board meeting, professional development positive for faculty, perspective parent meetings are going well, looking to increase Transparent Classroom usage, the cultural sensitivity group was inspiring, and an update on the current steps RMCS is taking to decrease the risk of transmission of COVID-19.
- Outreach Report:
 - None
- Finance Report:
 - Facilities grant through the California Department of Education was not awarded to RMCS. State has already agreed to approve J13 if needed for days missed due to school closure for COVID-19.
- Advocacy Report:
 - None
 - -
- Marketing Report:
 - Basic marketing strategy is ready for review.
- Foundation/FundraisingReport:
 - None

BOARD BUSINESS

- Discussion & Action: Complaint Policy
 - Discussion surrounding RMCS Complaint Policy. General Complaint Policy was then approved with unanimous consent (6-0).
 - Motion: Director Matthews Second: Director Royes
 Aye: Puch, Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0
- Discussion & Action: 2020-2021 School Calendar
 - Discussion surrounding 2020-2021 School Calendar. 2020-2021 School Calendar was then approved with unanimous consent (6-0).
 - Motion: Director Puch
 Second: Director Dorsey
 - Aye: Puch, Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0
- o Discussion & Action: BOD Agenda Format
 - Moved to next meeting
- Discussion & Action: School Safety Plan
 - Discussion surrounding the new School Safety Plan. The School Safety Plan was then approved with unanimous consent (6-0).
 - Motion: Director Royes
 Second: Director Matthews
 - Aye: Puch, Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0
- Discussion & Action: Auditor Selection
 - Discussion surrounding the selection for utilizing CliffordLarsonAllen [sic] LLP as the auditor again this year. CliffordLarsonAllen [sic] LLP was then approved with unanimous consent (6-0).
 - Motion: Director Matthews
 Second: Director Puch
 - Aye: Puch, Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0
- Discussion & Action: 2nd Interim Review
 - Discussion surrounding the 2nd Interim Review. The 2nd Interim Review was then approved with unanimous consent (6-0).
 - Motion: Director Dorsey
 Second: Director Puch
 - Aye: Puch, Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nav: 0
- Discussion & Action: 2018 Tax Return
 - Discussion surrounding the 2018 Tax Return. The 2018 Tax Return was then approved with unanimous consent (6-0).
 - Motion: Director Matthews
 Second: Director Royes
 - Aye: Puch, Dorsey, Hammons, Royes, Matthews, and Lohrentz
 - Nay: 0

Future Agenda Items

The following items will be discussed at a future BOD Meeting: Social Media Policy and BOD agenda format.

ADJOURNMENT

 Motion to adjourn the meeting at 8:04 PM. The motion passed with unanimous consent (6-0).

Motion: Director Royes
 Second: Director Matthews
 Aye: Puch, Hautau, Royes, Covarrubias, Matthews, and Lohrentz

Nay: 0

Future Meeting Dates:

2020

April 15, 2020, 6:30pm June 24, 2020, 6:30pm May 13, 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.