

**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 10, 2021
5:00 PM

MEETING 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): Virtual: Zoom Meeting: <https://us02web.zoom.us/j/89335730882?pwd=bTRWTGYxbnFnUXduWEhva1lOWGRaUT09>
Meeting ID: 893 3573 0882 Password: 4z5WfS

A. Call to Order

- Director Hautau called the meeting to order at 5:05 PM.
- In attendance: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
- Staff: Kelly Griffith Mannion, Executive Director & Superintendent, Michelle Leonard, CBO
- Absent: Director Liu, Neeley, Strong

B. RMCS Mission & Vision

- Director Hammons read the RMCS Mission and Vision statements.

C. Public Comment

- RMCS Montessori Guide/Teacher, Emma Thompson, joined as a representative on behalf of the teachers at River to voice appreciation from the faculty for the board's support throughout the Covid-19 pandemic.

D. Approval of Agenda

- Agenda reviewed and discussed. Recommendation to skip item #2 under Board Development. Meeting agenda was then approved with unanimous consent (6-0).
 - o Motion: Director Prosser Second: Director Hammons
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
 - o Nay: 0
 - o Abstentions:0

E. Board Development:

1. Discussion: Effective Board Governance - Brown Act Discussion – Requirement for all board members to complete. Recommend that we continue to review a chapter monthly on Creating Effective Boards book.
- ~~2. Discussion: Equity & Inclusion- Removed from the agenda.~~

F. Approve Minutes:

- February 10, 2021 Minutes - BOD meeting minutes for 02/10/21 approved unanimously (6-0)
 - o Motion: Director Hammons Second: Director Matthews
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
 - o Nay: 0
 - o Abstentions: 0

G. Communications:

1. **RMCS Executive Director's Report** – ED&S Mannion provided updates regarding Operations, Community, and Montessori Education Program.
 - a. Events – Student Move-Up visits completed during Montessori week.
 - b. In the process of hiring new assistants for the classrooms.
 - c. Distance learning continues.
 - d. ELPAC assessments continue..
 - e. Operations – Working on transition for return to in person learning, 21/22 calendar, fiscal, and policies.

- f. Community –Applications period continues well, Hispanic Family Gathering meeting, Community Engagement meetings beginning again with transition to Hybrid Learning.
- 2. **Outreach Report** – Nothing to report
- 3. **Finance Report**– Nothing to report
- 4. **River Montessori Foundation Report** – Nothing to report
- 5. **Advocacy Report** – Nothing to report
- 6. **Marketing Report** – Nothing to report
- 7. **Development Committee** – Nothing to report
- 8. **Facilities Report** – CBO Leonard gave an update that lease expires next year June 2022.
- 9. **Strategic Plan** – Director Hautau recommends we move our retreat to summer before school starts. Agreed to discuss at our next meeting.
- 10. **Policies** – Director Prosser requested to review and approve three policies under Sec. H, items 11, 12, & 13

H. Items for Board Consideration:

1. Discussion & Action: COVID-19 Update – ED&S Mannion gave an update regarding new compliance and update documents coming out daily regarding return to classroom, mitigation, etc.
2. Discussion & Action: COVID-19 Vaccinations – ED&S Mannion gave an update first vaccinations finally available for teachers looking at the definition of full-immunity by end of April.
3. Discussion & Action: COVID-19 Budget Update – CBO Leonard gave an update, have not received any additional funds, and do not qualify for SR2 funding.
4. Discussion & Action: COVID-19 Safety Plan – ED&S Mannion presented the COVID-19 Safety Plan for approval. Motion passed unanimously (6-0)
 - o Motion: Director Matthews Second: Director Hammons
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
 - o Nay: 0
5. Discussion & Action: 2021-22 School Calendar - ED&S Mannion presented the 2021-22 School Year calendar for approval. Motion passed unanimously (6-0)
 - o Motion: Director Hautau Second: Director Prosser
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
 - o Nay: 0
6. Discussion & Action: Next Quarter Learning Model - ED&S Mannion presented the next quarter learning model of AM/PM, four days/week, on-campus Hybrid Learning and Distance Learning for approval. Motion passed unanimously (6-0)
 - o Motion: Director Hautau Second: Director Matthews
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
 - o Nay: 0
7. Discussion & Action: Second Interim Budget Review – CBO Leonard presented the Second Interim Budget for approval. Motion passed unanimously (6-0)
 - o Motion: Director Prosser Second: Director Hautau
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser, & Matthews
 - o Nay: 0
8. Discussion & Action: Election of New Chairperson – Director Hautau made a motion to nominate Director Prosser for President. Motion passed unanimously (5-0)
 - o Motion: Director Hautau Second: Director Matthews
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, & Matthews
 - o Nay: 0

Director Prosser made a motion to nominate Director Matthews for Secretary. Motion passed unanimously (5-0)

 - o Motion: Director Prosser Second: Director Hautau
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, & Prosser
 - o Nay: 0
9. Discussion & Action: Development Committee/Advisory Committee – Agreed to hold off for now.
10. Discussion & Action: Kindergarten Continuance Approval – ED&S Mannion presented 5 ETK students to continue on to TK. Motion passed unanimously (6-0)
 - o Motion: Director Hautau Second: Director Dorsey
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser & Matthews
 - o Nay: 0
11. Discussion & Action: Title IX Sexual-Harassment Policy & Grievance Procedures – ED&S Mannion presented the Title IX Sexual-Harassment Policy & Grievance Procedures; Motion passed unanimously (6-0)
 - o Motion: Director Hammons Second: Director Matthews
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser & Matthews
 - o Nay: 0
12. Discussion & Action: Conflict of Interest Code- Political Reform Act Compliant – ED&S Mannion presented the Conflict-of-Interest Code- Political Reform Act Compliant; Motion passed unanimously (6-0)
 - o Motion: Director Hautau Second: Director Prosser
 - o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser & Matthews
 - o Nay: 0
13. Discussion & Action: Conflicts of Interest Policy Pursuant to the Political Reform Act of 1974; ED&S Mannion presented the

Conflicts of Interest Policy Pursuant to the Political Reform Act of 1974; Motion passed unanimously (6-0)

- o Motion: Director Matthews Second: Director Hautau
- o Aye: Directors Hautau, Lohrentz, Hammons, Dorsey, Prosser & Matthews
- o Nay: 0

I. Future Agenda Items – Plan to have a conversation around committees.

J. Adjournment - Motion to adjourn the meeting at 7:00 PM. The motion passed with unanimous consent (6-0).

- o Motion: Director Hautau Second: Director Prosser
- o Aye: Directors: A. Hautau, Lohrentz, Hammons, Dorsey, Prosser & Matthews
- o Nay: 0

Notices

Future Meeting Date(s):

Virtual Meetings: 5 p.m., On-Campus Meetings: 6:30 p.m. TBD pending health directives.

TBD (RETREAT, 9A-4P)	May 12, 2021
April 14, 2021	June 23, 2021

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.