

**ANNUAL 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

Oct 14, 2020

5:00 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:

- Zoom attendance (COVID-19)

<https://us02web.zoom.us/j/89335730882?pwd=bTRWTGYxbnFnUXduWEhva1IOWGRaUT09>

Meeting ID: 893 3573 0882 Password: 4z5WfS

A. CALL TO ORDER

- Director Puch called the meeting to order at 5:02 PM.
- Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch were present.
- Staff present: Kelly Griffith Mannion, Executive Director & Superintendent, and Michelle Leonard, Chief Business Officer.

B. READING OF RMCS MISSION & VISION

- Director Dorsey read the Mission and Vision statements.

C. 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.

D. APPROVAL OF 10/14/2020 MEETING AGENDA

- Agenda for the meeting was reviewed. Removal of G.2-G.6 was recommended and agreed to. Meeting agenda was then approved with unanimous consent (6-0).
 - Motion: Director Dorsey Second: Director Puch
 - Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch
 - Nay: 0

E. BOARD Development:

Discussion: Board Governance

Director Hammons will present an overview and facilitate a discussion on Chapter 4: Board Decision Making from the *Creating An Effective Governing Board Guidebook*.

Discussion: Equity & Inclusion

Director Dorsey walked us through the board diversity survey questions, made adjustments and will circulate the survey this week. Results to be shared at November meeting.

F. APPROVAL OF CONSENT AGENDA

- BOD meeting minutes for 8/12/2020 and 9/9/2020 were postponed to the November meeting and will be separated into separate action items for approval to maintain compliance.

G. COMMUNICATIONS

- RMCS Executive Director's Report:
 - Executive Director/Superintendent Mannion provided updates regarding Operations, Community, and Education Program. Included: RMCS has received \$4250 in grant awards -- \$3500 from PEF for Social/Emotional Resources, \$500 from Kiwanis and \$250 from Rotary. Upcoming trainings include Charter School Development Center Leadership Update Conference, International Montessori Foundation Conference, SELPA workshops for Special Education and a new required Contact/Line Tracing Training. Cypress students will begin returning to their school environment, potentially using the playground. Student-hosted Partnership Meetings with students, guides, and families, International Day of Peace and Character Day took place before Fall Break. History's Mysteries is changing its name to History's Humanitarians to support the intention of the research toward peaceful and purposeful impact. Re-Engagement Plans underway for at-risk students struggling with tech support, independence with learning/distance learning at home, and support for families. Social-emotional work continues with SEEDS of Awareness, the RMCS school psychologist, new SEL and Mindset curriculum via the PEF grant in addition to what Montessori is always poised to provide through Social/Emotional Development as part of growth and learning. Progress reports will go out next week. Communication and partnerships with families continue to be strong. 68 responses were received from the first quarter survey identifying top hardships as Independence at Home and How to Help Students at Home. 14% of students and 10% of parents responded that their satisfaction of RMCS distance learning is neutral or lower. Community Meetings, Discussion Groups, Family Support Groups, and Parent Ed are thriving. Prospective Parent Meetings begin next month.

H. BOARD BUSINESS:

H1. Discussion & Action: COVID-19 Update

- Continued preparations and making sure that all protocols are in place based on ever changing requirements. Weekly updates come in from Public Health and the County Office of Education. We are still in the purple tier so opening is not an option at this point. No Action Required.

H2. Discussion & Action: Learning Model for Next Academic Calendar Period

- Distance learning model will remain in place through the remainder of the quarter, December

18, 2020. The learning model for the January quarter will be announced three weeks prior.

- Motion: Director Hammons Second: Director Matthews
- Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch
- Nay: 0

H3. Discussion & Action: Budget Update

- Cares Act \$76,872 came through since last meeting. \$40,000 has been used to purchase Technology -- chromebooks, hot spots, teacher's laptops; Software -- Zoom, See-Saw, Transparent Classroom; Cleaning – supplies, sanitizer and increase of janitorial service to a daily basis. No action required.
- Deferrals from state funding begin in February and expect to run through June for a total estimated deferral of \$176,000 - \$180,000. All deferral money will be covered by the county treasury and paid back by November. No action required.

H4. Discussion & Action: Potential Community Board Member

- Glenn Royes will be letting his time as a parent board member expire. He will not be seeking the community board member position at this time. We thank him for his service.
- Mollie Prosser was elected as our new Community Board Member.
 - Motion: Director Hautau Second: Director Matthews
 - Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch
 - Nay: 0

H5: Discussion & Action: Board Development Transition & Installation of New Board Members ● Zach Neeley submitted his intent to serve as a Parent Board Member. No other submissions were received. No vote by community was necessary and the board confirmed his nomination. ○

Motion: Director Dorsey Second: Director Matthews

- Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Prosser, Puch
- Nay: 0

- Executive Committee of Board for following year proposed as Chair Puch, Vice-Chair Hautau, Treasurer Lohrentz and Secretary Prosser.

- Motion: Director Matthews Second: Director Hammons
- Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Neeley, Prosser, Puch
- Nay: 0
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I. ADJOURNMENT

- Motion to adjourn the meeting at 6:57 PM. The motion passed with unanimous consent (8-0). ■
Motion: Director Dorsey Second: Director Puch
 - Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Neeley, Prosser, Puch
 - Nay: 0

Future Meeting Dates: (5 p.m.virtual/6:30 in-person, pending health directives.)

November 4, 2020 December 9, 2020 January 13, 2021 (9 a.m. - 4 p.m.)

February 10, 2021 March 10, 2021 April 14, 2021

May 12, 2021 June 23, 2021

Future Agenda Items:

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.