

**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  
Nov. 4, 2020  
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](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.

**Location(s):** Virtual: Zoom Meeting:

<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 5:05 PM.
- Directors Hautau, Matthews, Hammons, Prosser, Neeley were present at the start. Director Liu joined a little later.
- Staff present: Kelly Griffith Mannion, Executive Director & Superintendent
- Public present: Heather Strong

**B. RMCS Mission & Vision**

- Director Prosser read the mission and vision statements.

**C. Public Comment**

- Welcomed Heather Strong to the meeting, community-member looking to join the BOD.

**D. Approval of Agenda**

- Agenda for the meeting was reviewed. Request and agreement to rearrange sections H and G, as Director Hammons needs to leave by 6pm. Meeting agenda was then approved with unanimous consent (6-0).
  - Motion: Director Hammons Second: Director Prosser
  - Aye: Directors Hammons, Prosser, Puch, Hautau, Matthews, Neeley
  - Nay: 0

**E. Board Development:**

1. **Discussion: Effective Board Governance** - Director Hammons presented an overview and facilitated a discussion on Chapter 4: Board Decision Making from the Creating An Effective Governing Board Guidebook.
2. **Discussion: Equity & Inclusion** – Director Dorsey not in attendance, no update provided.

**F. Approve Minutes:**

1. **August 12, 2020 Minutes** - BOD meeting minutes for 8/12/2020 were reviewed and then approved with unanimous consent (3-0).
  - Motion: Director Hammons Second: Director Hautau
  - Aye: Directors Hammons, Hautau, Liu
  - Nay: 0
  - Abstentions: Directors Matthews, Prosser, Neeley

2. **September 9, 2020 Minutes** - BOD meeting minutes for 9/9/2020 were reviewed and then approved with unanimous consent (4-0).
  - o Motion: Director Puch Second: Director Hammons
  - o Aye: Directors Hammons, Hautau, Liu, Matthews, Puch
  - o Nay: 0
  - o Abstentions: Neeley, Prosser
  
3. **October 14, 2020 Minutes** - BOD meeting minutes for 10/14/2020 were reviewed and then approved with unanimous consent (6-0). Removal of names of public present
  - o Motion: Director Hammons Second: Director Matthews
  - o Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch
  - o Nay: 0
  - o Abstentions: Lui, Neeley, Prosser

**G. Communications:**

1. **RMCS Executive Director's Report** – Executive Director/Superintendent Mannion provided updates regarding Operations, Community, and Education Program. Update on distance learning and engagement plans, social emotional development and supports, English Language Learners, Assessment and and Services continuing for Special Education students. Progress reports distributed. International Montessori Foundation Conference. Strategic planning, advocacy, development, and outreach. Weekly Family Engagement Discussions continue. RMF seeing uptick in 10x10 fundraiser. Monthly Hispanic Family Gathering had better attendance. Prospective Parent Meetings beginning.
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.

**H. Items for Board Consideration:**

1. **Discussion & Action: COVID-19 Update** – Sonoma County is in the Purple Tier currently. SCOE Contact Tracing Workshop offered responsibilities of schools.
2. **Discussion & Action: Budget Update** - Nothing to report. First Interim next month.
3. **Discussion & Action: Potential Community Board Member** - Heather Strong elected as community board member
  - o Motion: Director Puch Second: Director Neely
  - o Aye: Directors Puch, Liu, Hautau, Matthews, Hammons, Prosser, Neeley
  - o Nay: 0
  - o Abstentions:
4. **Discussion & Action: Board Training**- CSDC online board workshops: Annual Brown Act, Advocacy, and Leadership training. Discussion at December board meeting.
5. **Discussion & Action Selpa:**
  - a. **Selpa Local Plan Part B**
    - o Motion: Director Matthews Second: Director Huatau
    - o Aye: Directors Puch, Liu, Hautau, Matthews, Hammons, Prosser, Neeley
    - o Nay: 0
    - o Abstentions:
  
  - b. **Discussion & Action: Selpa Participation Agreement**
    - o Motion: Director Huatau Second: Director Neeley
    - o Aye: Directors Puch, Liu, Hautau, Matthews, Hammons, Prosser, Neeley
    - o Nay: 0
    - o Abstentions:
  
  - c. **Discussion & Action: Selpa Certification 5**
    - o Motion: Director Matthews Second: Director Prosser
    - o Aye: Directors Puch, Liu, Hautau, Matthews, Hammons, Prosser, Neeley
    - o Nay: 0
    - o Abstentions:

- I. ADJOURNMENT** - Motion to adjourn the meeting at 6:49 PM. The motion passed with unanimous consent (5-0).
- o Motion: Director Matthews Second: Director Prosser
  - o Aye: Directors Matthews, Prosser, Hautau, Neeley Puch, Liu
  - o Nay: 0
  - o Abstentions:

**Notices** - None

**Future Agenda Items** – as proposed by Director Puch

- 1. Development & Planning**
- 2. Policy Review**
- 3. Strategic Plan**

**Future Meeting Date(s):**

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

<b>DECEMBER 9, 2020 JANUARY 13, 2021</b>		<b>APRIL 14, 2021</b>
<b>JANUARY 9, 2021 (RETREAT, 9A-4P)</b>	February 10, 2021	May 12, 2021
	March 10, 2021	June 23, 2021

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