

**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
Dec 9, 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(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 5:04 PM.
- Directors Puch, Hautau, Matthews, Hammons, Neeley, Prosser, & Strong
- Staff present: Kelly Griffith Mannion, Executive Director & Superintendent, Michelle Leonard, CBO

B. RMCS Mission & Vision

- Judith Matthews read the mission and vision statements.

C. Public Comment

- No public comments

D. Approval of Agenda

- Agenda for the meeting was reviewed. Dave from foundation may be joining late to give an update. Request and agreement to remove E2, G9 and H4, Meeting agenda was then approved with unanimous consent (6-0).
 - o Motion: Director Puch Second: Director Prosser
 - o Aye: Directors, Hautau, Matthews, Neeley, & Strong
 - o Nay: 0

E. Board Development:

1. **Discussion: Effective Board Governance** – Several members just registered for access to training and commitment to complete before Jan meeting.

F. Approve Minutes:

1. **November 4, 2020 Minutes** - BOD meeting minutes for 11/4/2020 approved unanimously(6-0)
 - o Motion: Director Matthew Second: Director Prosser
 - o Aye: Directors, Hautau, Puch, Neeley, & Hammonds, Strong abstained

o Nay: 0

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, and social emotional development. Attended the International Montessori Foundation Conference. Just completed the series from SCOE on Student Voices of Diversity. Making a commitment to equity and diversity. Celebrated the International Family event. Operations – working and prepping on reports and starting to think about renewal. Meeting scheduled next week with Superintendent. Focusing on wellness with staff. Admin working on communications with families (website, email, social media). Ask all to send photo to Ally(admin) for update on the website. Parent survey went out this week.
2. **Outreach Report** - Nothing to report
3. **Finance Report**- all new board members need to fill out form 700 conflict of interest form annually. Should have received an email to complete.
4. **River Montessori Foundation Report** – Dave Smigielski and Catherine Thorpe joined to give a foundation update. Reviewed new platform for donation collections, “Cheddar up”, and the 10x10 fundraiser.
5. **Advocacy Report** - Nothing to report.
6. **Marketing Report** - Nothing to report.
7. **Development Committee** – Zach recommended we discussed creating an ongoing advisory committee or workgroup around development topics, school certification, expansion, and facilities. Add to January agenda for board consideration.
8. **Strategic Plan**- Discussed making this the priority of the Board retreat 1/9. Ginny to send out previous board retreat notes.
9. ~~**Policies**~~

H. Items for Board Consideration:

1. **Discussion & Action: COVID-19 Update** – SCOE continues to send updates from SoCo health dept. weekly. Expectations are we will be in purple tier to at least Feb 2021. Working together with faculty to review and update hybrid learning based on current guidelines. Parent survey sent out this week and will get feedback on from parents and report back at next month's meeting.
2. **Discussion & Action: Budget Update** – Nothing to report.
3. **Discussion & Action: Learning Model for Next Academic Calendar Period** – presented on proposal to continue faculty and admin to stay distant learning through 3/19. Confident they will be ready to go to hybrid model when available. Motion passes unanimously (7-0) to continue distance learning until 3/19
4. Motion: Director Hammonds Second: Director Strong
5. Aye: Directors, Hautau, Puch, Matthews, Neeley, & Prosser
6. Nay: 0
7. ~~**Discussion & Action: Uniform Complaint Policy and Procedures**~~
8. **Discussion & Action: 2020-21 1st Interim** – Michelle reviewed interim budget. Michelle is recommending the board to accept the interim budget 2020-21. Motion passed unanimously (7-0) to accept the interim budget.
 - o Motion: Director Hammonds Second: Director Matthews
 - o Aye: Directors, Hautau, Strong, Puch, Neeley, & Prosser
 - o Nay: 0
9. **Discussion & Action: Budget Overview for Parents** - Michelle reviewed LCFF budget for overview for parents. Motion for board to approve the budget overview for parents. Motion passed unanimously (7-0) to accept the budget overview for parents
 - o Motion: Director Hautau Second: Director Matthews
 - o Aye: Directors, Hammonds, Strong, Puch, Neeley, & Prosser
 - o Nay: 0

10. **Discussion & Action: Final Audit for SY 2019-201.** Michelle reviewed final audit results with no negative findings. Motion for board to approve the final audit for SY2019-201. Motion passed unanimously (7-0) to accept the audit for SY2019-201.
- o Motion: Director Hautau Second: Director Matthews
 - o Aye: Directors, Hammonds, Strong, Puch, Neeley, & Prosser
 - o Nay: 0

I. **Future Agenda Items** -No future agenda items

- J. **Adjournment** - Motion to adjourn the meeting at 7:53 PM. The motion passed with unanimous consent (7-0).
- o Motion: Director Matthew Second: Director Hautau
 - o Aye: Directors , Hammonds, Strong, Puch, Neeley, & Prosser
 - o Nay: 0

Future Meeting Date(s):

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

JANUARY 13, 2021		APRIL 14, 2021
JANUARY 9, 2021 (RETREAT, 9A-4P)	February 10, 2021	May 12, 2021
	March 10, 2021	June 23, 2021

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