# 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 December 11, 2019

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 <a href="https://www.rivermontessoricharter.org">www.rivermontessoricharter.org</a>

The regular meeting of the Governing Board held in public, will be advertised and recorded in accordance with the Brown Act.

Regular Meeting: December 11, 2019

6:33 p.m.

## Location(s):

- RMCS Community Meeting Room: 3880 Cypress Drive, Suite B, Petaluma CA 94954
- ☐ Ginny Hautau: 22 Link Street, NW, Albuquerque, NM 87120
- ☐ Tim Lohrentz: 1815 Chestnut Street, Oakland, CA 94607

#### A. CALL TO ORDER

- Director Puch called the meeting to order at 6:33 PM.
- Directors Puch, Lohrentz, Hammons, Liu, and Dorsey were present
- Staff present: Kelly Griffith Mannion, Executive Director and Michelle Leonard, Chief Business Officer, Julie Carolan, Administration & Communications Manager

# 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 decreased time allowed for public comment. The Board does not respond or take action on public comments.

# D. APPROVAL OF 10/23/19 MEETING MINUTES

 Minutes of the October 23, 2019 Board Meeting were reviewed for edit and approval. Meeting minutes were then approved (5-0)

Second: Director Lohrentz

- With a minor edit in Director Lohrentz's last name.
- Motion: Director Dorsey
- Aye: Puch, Lohrentz, Hammons, Liu, Dorsey
- Nay: 0

#### E. COMMUNICATIONS:

- 1. Foundation / Fundraising Report
  - None

- 2. RMCS Executive Director's Report
  - Kelly provided end of 2nd quarter report
- 3. Outreach Report
  - None
- 4. Finance Report
  - Please see Board Business
- 5. Facilities Report
  - Michelle applied for facilities grant.

## G. BOARD BUSINESS:

1. Discussion & Action: 2018-19 Final Audited Actuals

Motion: Director Lohrentz
Second: Director Puch

o Aye: Puch, Lohrentz, Hammons, Liu, Dorsey

Nay: 0

2. Discussion & Action: 2019-20 1st Interim

Lower revenue due to lower enrollment ADA. Adjusted budget to align.

Motion: Director Lohrentz
Second: Director Dorsey

o Aye: Puch, Lohrentz, Hammons, Liu, Dorsey

Nay: 0

3. Discussion & Action: Grievance Policy

This item will be moved to the next board meeting

4. Discussion & Action: "Advocacy in Action" / February 28, 2020

This item will be moved to the February retreat.

# H. FUTURE AGENDA ITEMS

- Grievance Policy
- Doodle
- Revenue Streams
- Executive Director Review

#### I. ADJOURNMENT

Motion to adjourn the meeting at 7:43 PM. The motion passed with unanimous consent (5-0).

Motion: Director Liu Second: Director Dorsey

o Aye: Puch, Lohrentz, Hammons, Liu, Dorsey

Nay: 0

# Future Meeting Date(s): 2019-20 Scheduled Board Meetings

#### 2020

Saturday, February 8, 2020, 9:00am - 4:00pm Wednesday, March 11, 2020, 6:30pm Wednesday, May 13, 2020, 6:30pm Wednesday, February 12, 2020, 6:30pm Wednesday, April 15, 2020, 6:30pm Wednesday, June 24, 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.

<sup>3. &</sup>quot;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.