

**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

July 15, 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)

A. CALL TO ORDER

- Director Puch called the meeting to order at 5:03 PM.
- Directors Puch, Hautau, Lohrentz, Royes, Hammons, Dorsey, & Liu were present.
- Staff present: Kelly Griffith Mannion, Executive Director & Superintendent and Michelle Leonard, Chief Business Official

B. READING OF RMCS MISSION & VISION

- Director Liu read the Mission and Vision statements.

C. PUBLIC COMMENT -

- One Public Comment read by a faculty member on behalf of the entire faculty and staff positively referenced the Budget for School Year 2020-21 and respecting and caring for teachers.

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 07/15/2020 MEETING AGENDA

- Agenda for the meeting was reviewed. Removal of G.2-G.6 and G.3 being included in H1 was recommended and agreed to. Meeting agenda was then approved with unanimous consent (7-0).
 - Motion: Director Dorsey Second: Director Hautau
 - Aye: Directors Puch, Hautau, Lohrentz, Royes, Hammons, Dorsey, & Liu
 - Nay: 0

E. BOARD Development:

- Discussion: Effective Board Governance
 - Director Royes facilitated a discussion on Chapter 1: Building the Foundation for an effective Charter School Governing Board from the *Creating An Effective Governing Board Guidebook*.

- Discussion: Equity & Inclusion
 - Director Hautau led a discussion on equity and inclusion. As a BOD we should strive to represent the population of our community. Executive Director & Superintendent Mannion will reach out to the LATINX community to see how we can best serve them and have representation on the BOD. Directors Dorsey and Hautau will begin an ad hoc nomination committee. Each BOD Member will send 5 names of community members with potential to join the Board to Directors Dorsey and Hautau.

F. APPROVAL OF CONSENT AGENDA

- BOD meeting minutes for 6/24/2020 were reviewed and one edit was suggested by Director Dorsey. Meeting minutes from 6/24/2020 were then approved with unanimous consent (4-0-3).
 - Motion: Director Royes Second: Director Hautau
 - Aye: Hautau, Liu, Hammons, Royes,
 - Nay: 0
 - Abstain: Directors Puch, Lohrentz, and Dorsey

G. COMMUNICATIONS

- RMCS Executive Director's Report:
 - Executive Director/Superintendent Mannion provided updates regarding Operations, Community, and Education. Updates included: Most recent health orders from the state, county, and local district. Deep cleaning of RMCS occurring with particular attention paid to the Health and Safety of faculty, staff, and students. Researching legal requirements and liability requirements is time consuming, Enrollment changes, Curriculum updates for distance learning are ongoing, Preparing for school opening, Student Services is establishing additional services for struggling students, Community survey feedback indicates support or an even split on complicated decisions being made on the upcoming school year, 3rd survey sent out to families, Welcome packets going out next week, and creating a parent engagement schedule to assist parents with supporting Montessori Education at home and coaching their children.

H. BOARD BUSINESS:

- Discussion: Budget Update for School Year 2020-21
 - Discussion surrounding the proposed budget for the 2020-21 School Year was led by Michelle Leonard, Chief Business Officer. State planning on 6 separate cash deferrals vs. the anticipated 8% reduction in funding when the budget was created. State is waiting to see if the Heroes Act is passed and if CA will receive the anticipated funds from it. Schools are being funded on the 2019-2020 Average Daily Attendance. Landlord denied the request to leave the rent where it is currently. Rent will increase 4% however the landlord will work with RMCS on the deferral schedule from the state.

- Discussion: COVID-19 Update
 - Discussion surrounding COVID-19 was led by Executive Director/Superintendent Mannion. RMCS is constantly adapting to County, State, and Federal requirements. RMCS is considered an essential business and will therefore be open unless there are preventative local health orders. Executive Director/Superintendent Mannion is working with the county health department on recommendations for campus being open or

closed, required actions to take if a child has a fever or experiences COVID-19 symptoms while on campus, so that Michelle can create safety and facility protocols and checklists. Additionally the state is now requiring schools to submit a Learning Continuity and Attendance Report to the state by September 30, 2020.

- Discussion & Action: 2020-2021 Board Retreat:
 - Discussion surrounding COVID-19 was led by Executive Director/Superintendent Mannion. Motion to hold the BOD Retreat 9 Jan 2021 from 9:00 AM - 4:00 PM was then approved with unanimous consent (7-0).
 - Motion: Director Royes Second: Director Hautau
 - Aye: Directors Puch, Hautau, Lohrentz, Royes, Hammons, Dorsey, & Liu
 - Nay: 0

- Discussion & Action: Community Member Appointment:
 - Discussion surrounding the appointment of Director Puch as a Community Board member vs. Parent Board Member was led by Director Puch. Motion to approve the appointment of Director Puch to the BOD as a Community Member was then approved with unanimous consent (6-0-1).
 - Motion: Director Hammons Second: Director Hautau
 - Aye: Directors Hautau, Lohrentz, Royes, Hammons, Dorsey, & Liu
 - Nay: 0
 - Abstain: Director Puch

- Discussion: Board Membership
 - Discussed during E.1 and E.2.

- Discussion: Annual Meeting Date:
 - Discussed potential dates for the RMCS BOD Annual Meeting. It will be held Oct 14 2020.

● **ADJOURNMENT**

- Motion to adjourn the meeting at 7:07 PM. The motion passed with unanimous consent (7-0).
 - Motion: Director Hammons Second: Director Royes
 - Aye: Directors Puch, Hautau, Lohrentz, Royes, Hammons, Dorsey, & Liu
 - Nay: 0

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

August 12, 2020	September 9, 2020	October 14, 2020	November 4, 2020
December 9, 2020	January 13, 2021/Retreat?	February 10, 2021	March 10, 2021
April 14, 2021	May 12, 2021	June 23, 2021	

Future Agenda Items:

Public Hearing for LCAP, Director Hautau to facilitate a discussion on Chapter 2: Identification and Recruitment of Board Directors from the *Creating An Effective Governing Board Guidebook*, Letter to potential community board members, RMCS Expansion/Adolescent Program

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.