

**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

Sep 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:

- Zoom attendance (COVID-19)

<https://us02web.zoom.us/j/89335730882?pwd=bTRWVGyxbnFnUXduWEhva1IOWGRaUT09>

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 Matthews 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 08/12/2020 MEETING AGENDA

- Agenda for the meeting was reviewed. Removal of G.2-G.6 was recommended and agreed to. H.5 and H.6 were moved to the top of the agenda with all other items following. Meeting agenda was then approved with unanimous consent (5-0).
 - Motion: Director Dorsey Second: Director Hautau
 - Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch
 - Nay: 0

H. BOARD BUSINESS:

- Discussion & Action: Learning Continuity & Attendance Plan
 - Executive Director & Superintendent, Kelly Griffith Mannion, led a presentation of the required Learning Continuity & Attendance Plan. Public hearing held on Friday 9/4 had no attendees. Chief Business Official, Michelle Leonard, shared insight on the financials

of the LCP. Motion to approve the Learning Continuity & Attendance Plan was then approved with unanimous consent (5-0).

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

- Discussion & Action: Unaudited Financial Statements
 - Chief Business Official, Michelle Leonard, led a presentation of the Unaudited Financial Statements. Motion to approve the Unaudited Financial Statements was then approved with unanimous consent (5-0).
 - Motion: Director Dorsey Second: Director Matthews
 - Aye: Directors Dorsey, Hammons, Hautau, Lorentz, Matthews, Puch
 - Nay: 0

E. BOARD Development:

- Discussion: Board Governance
 - Director Dorsey facilitated a discussion on Chapter 3: Orientation and Training of Board Directors from the *Creating An Effective Governing Board Guidebook*.
- Discussion: Equity & Inclusion
 - Directors Hautau and Dorsey discussed next steps for 1, assessing the current Board Profile “Worksheet” via online survey; 2, collecting the nomination names of potential new community board members via online form; and 3, informal invitation to learn more about the work of the RMCS BOD.

F. APPROVAL OF CONSENT AGENDA

- BOD meeting minutes for 8/12/2020 were postponed to the October meeting as a quorum was not present from the August meeting.

G. COMMUNICATIONS

- RMCS Executive Director’s Report:
 - Executive Director/Superintendent Mannion provided updates regarding Operations, Community, and Education Program. Included: Attendance & Engagement, most recent health orders and guidance from state, county, and local health and educational leadership specifically that ELL, Special Ed, and at risk students may be present on campus with up to 14 people, social distancing and safety protocols to provide assessment and support. RMCS students occasionally on-site as needed for such. Weekly Family Engagement Discussions, faculty meetings, and student socialization/games, students preparing their presentations for their Partnership Meetings, hosted week of September 21-25, Fall Break upcoming, Petaluma Educational Foundation Grant application for Social Emotional Development to provide professional development and an extensive student, teacher, and family booklist in *Growth Mindset*, Equity & Inclusion/low turnout at Hispanic Families Gathering/brainstorm how to drive interaction, support, and feedback, Compensation, Curriculum, Seesaw, Montessori Work Period Collaboration occurring via break-out rooms, social emotional lessons and

activities for students, RMF raising funds via curriculum of social engagement via meaningful topics- readathons, etc., International Day of Peace, Character Day, CSDC Conference October 26-29, 2020.

H. BOARD BUSINESS (cont'd):

- Discussion: COVID-19 Update
 - Discussion surrounding COVID-19 was led by Executive Director/Superintendent Mannion. We discussed the current level of spread, the required level for reopening and the waiver option/requirements available to elementary schools. Facility readiness, material readiness, families knowing the protocol for in-person. No action required.

- Discussion & Action: Potential Community Board Member
 - Moved to October 14 meeting.

- Discussion: School Expansion
 - Director Lohrentz raised the question of whether or not Covid has postponed our ability to take steps toward school expansion in the 21/22 SY. It was agreed that it likely has and the timing of a robust comeback for a year following the pandemic will be the best foundation for seeing through the next steps toward the full 0-24 big vision for the future of River. No further action required at this time.

- Discussion & Action: Budget Update
 - Discussion surrounding the budget was led by Michelle Leonard, Chief Business Official. We discussed the Administration's desire to acknowledge the work the guides have put in over the summer. Given they were unable to take their spring break as scheduled earlier in the year when the pandemic began and worked through most of the summer to ready their new remote learning environments for the new school year, a one-time \$2000 stipend was requested for each of the guides. This Budgetary Expense was then approved with unanimous consent (4-0).
 - Motion: Director Hammons Second: Director Hautau
 - Aye: Directors Hammons, Hautau, Lorentz, Matthews, Puch
 - Nay: 0

I. ADJOURNMENT

- Motion to adjourn the meeting at 6:43 PM. The motion passed with unanimous consent (4-0).
 - Motion: Director Lohrentz Second: Director Puch
 - Aye: Directors Hammons, Hautau, Lorentz, Matthews, Puch
 - Nay: 0

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

October 14, 2020: Annual Meeting	November 4, 2020	December 9, 2020
January 13, 2021 (9 a.m. - 4 p.m.)	February 10, 2021	March 10, 2021
May 12, 2021	June 23, 2021	April 14, 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.