

SWAN RIVER MONTESSORI CHARTER SCHOOL
School Board Meeting
Tuesday, September 20, 2022 at 5:30 p.m.

The school board will hold this meeting in person at Swan River Montessori Charter School in the 503 Maple St. building with social distancing and optional masking in place. An option to join via Zoom will also be available.

Join Zoom Meeting

<https://us06web.zoom.us/j/82678907595?pwd=dE4wY1dmc0ZpRIRDk2tYa0RGbnJuz09>

Meeting ID: 826 7890 7595

Passcode: a4r2Pn

Meeting Agenda

I. CALL TO ORDER by at Aaron Stonestreet at 5:56 PM

II. ROLL CALL

- a. Board Members Present: Amy Savage, Nicole Perez, Rick Freese, Julie Halvorson, Aaron Stonestreet (acting as Chair), Amy Jensen
- b. Board Members Absent: Franco Fanucci
- c. Other Attendees: Director Annetee Vemuri, Dawn Jenkins (accountant), Jessica Frederiksen (staff), one community member

III. REVIEW OF SRMCS MISSION AND VISION STATEMENTS

The mission of Swan River Montessori Charter School is to provide a child-centered environment for self-directed and personalized learning in a small, community-based public school with an emphasis on the natural environment.

Swan River Montessori Charter School's vision is to employ an interdisciplinary approach to education by teaching the whole child (heart, mind, and soul). The Montessori learning environment is designed to foster this whole child approach by meeting the child's inherent needs of self-discovery, creativity, independence, and competence. Swan River Montessori Charter School will create a kind, respectful environment where each child has a sense of belonging. Learning at Swan River Montessori Charter School involves the student, the student's family, the teachers, and the larger community. Swan River supports family and community participation in each child's education by utilizing and appreciating community resources and the natural world as a learning environment.

IV. APPROVAL OF MEETING AGENDA- Motion to approve agenda made by Jensen, Seconded by Savage .
Roll Call Vote- all aye, motion carries

V. DECLARATION OF CONFLICTS- none

VI. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES

- a. 8.19.22- Motion to approve minutes made by Savage, Seconded by Halvorson. Roll Call Vote- all aye, motions carries

VII. COMMUNITY COMMENTS - none

VIII. BOARD CORRESPONDENCE AND COMMUNICATIONS - none

IX. FINANCIAL REPORT

- a. August Financial Report – Dawn provided more details on why the school was over budget. The following were over budget: \$14,000 cost playground slide, utilities \$6000 over budget, professional development \$7500 (Montessori training/classes), maintenance salaries \$8000 higher than expected. Dawn updated the working budget to account for higher utility costs and the changes in maintenance staff salaries/wages/benefits. Dawn said the slide will come out of the designated fund balance which will reduce the overall deficit. Dawn says if we have time at the next meeting we can look at the designated funds more- what they are and what they can be used for.

August financials now show areas that we are going over budget on for the board to easily see. Haven't seen federal funds yet- comes in Oct. State funds are still on hold back. Perez asked what the board can do to make sure we don't face another unexpected loss. Dawn recommends revising the budget soon and again in March/April. She noted that many of the above items came at the end of the year. Motion to approve August financials made by Halvorson, Seconded by Savage. Roll Call Vote- all aye, motion carries

- b. Motion to move Community Center update up to financial report to allow Dawn to discuss how it impacts our budget made by Halvorson, Seconded by Perez. Roll Call Vote- all aye, motion carries
 - i. Dawn went over how the cost for the community center breaks down. \$22,000 comes from lease aid. \$44,000 in membership fees. MCC proposed \$79,000 for membership and lease aid. Last year we paid about \$69,000. Dawn says we could get up \$37,000 in lease aid. If the school pays ala carte for usage and no memberships. Annette priced this out to be \$35, 712. Annette has reached out to a nearby church to use their facility for our arts night and other large SRMCS gatherings. Dawn says the lease aid application hasn't been submitted yet, so we need to finalize our agreement with MCC. The board discussed the different options of continuing to purchase memberships versus paying a usage fee. The increase in membership fees puts SRMCS over budget. The board recognizes that the membership is a perk of the 2005 contract with MCC which may be no longer feasible to maintain. Keeping full memberships would mean increasing our class sizes or making other cuts (staffing) to make up the difference in the budget. Motion to continue negotiations with MCC to stay within our \$66,000 budget so long as it includes usage and memberships or pay a usage fee if they cannot accommodate this made by Jensen, Seconded by Perez. Roll Call Vote- aye, motion carries

- c. Enrollment Numbers as of 9.19.22
 - i. Charter School (K-6) = 167
 - ii. Children's House (EC) = 13
 - iii. Pupil Unit Actual/Budget = 167/163
- d. Review of Bills- no issues
- e. Donations- no donations

X. ENVIRONMENTAL EDUCATION REPORT AS RELATED TO CONTRACTED GOALS -

- a. SRM 21-22 Formative EE Evaluation- Annette, Bill, and the EE Committee will work on reviewing this year's goals to make sure we are on track to meet our goals and improve upon last year.

XI. ACADEMIC PERFORMANCE REPORT AS RELATED TO CONTRACTED GOALS

XII. STRATEGIC PLANNING & GOAL SETTING

- a. Community Center Update- see above in financial report

XIII. OLD BUSINESS

- a. Employee Health Insurance Coverage Quotes- do not have yet, tabled to October
- b. Parent Handbook- tabled until student dress code suggestions come from the students (see below)
- c. OW Contract/Contracted Goals Review- Annette will update once the FastBridge data is in and calculate growth from fall to fall. Will bring to October meeting
- d. Wellness Policy- Motion made by Jensen to change DWC meeting to say third Tuesday of September at 5:00 pm made by Jensen, Seconded by Freese. Roll Call Vote- all aye, motions carries
- e. Meal Charge Policy- reviewed
- f. Student Dress Policy- Annette said she spoke with other charter schools about this area and they had a lot of success when they included the students in creating the school dress policy. Annette proposes this is something E2 could take on.

XIV. NEW BUSINESS

- a. Establish Board Committees for FY23-
 - i. Compensation Committee- Chair: Nicole Perez. Other Members: Halvorson, Savage, Stonestreet, Fredrickson, Vemuri. Nicole will ask for 1 assistant/para, 1 E2 teacher, and one specialist teacher to join the committee.
 - ii. Finance Committee- tabled until needed
- b. Quote from EdFin- new business after dissolution of TAG (former school accounting firm)- TAG was dissolved due to an employee embezzling from another charter school (not SRMCS). The staff from TAG that has now formed EdFin will be virtually the same and the other team members come highly recommended from other charter schools. Board would like clarification on the quote sent by Dawn. EdFin vs TAG. Motion to approve temporary contract with Edfin pending more information for October meeting made by Jensen, Seconded by Perez. Roll Call Vote- all aye
- c. Approve School Insurance Coverage- no discussion
- d. School Logo from PTO- Board discussed having the students pick a logo. PTO wants to move forward with offerings from Rally Gear. Motion to approve the PTO developed logo for use for apparel and other school branded gear made by Perez, Seconded by Freese. Roll Call Vote- all aye, motion carried
- e. Distribution of Information to Families Policy- reviewed
- f. Fundraising and the Receiving of Gifts Policy- reviewed, but will discuss further at October Meeting
- g. School Director Succession Policy- tabled
- h. Board Member Statements of Assurance- signed at September meeting, completed

XV. REVIEW OF NEXT MEETING AGENDA

- a. Date, Time & Location of next Board Meeting – October 11th, 2022 at 5:30 PM at Swan River Montessori.
- b. Upcoming Agenda Items-

New Business

Whistleblowers Policy
Financial & Cash Management Policy
Religious Expressions Policy

Credit Card Policy
Approve and Submit Annual Report to MDE, Authorizer
School vs. PTO fundraisers
School Director Succession Policy

Old Business/Tabled Items
Employee Health Insurance Coverage Quotes
EdFin quote
School Director Succession Policy
Parent/Student Handbook
Student Dress Policy

XVI. MOTION TO ADJOURN by Savage at 8:12 pm, Seconded by Halvorson. Roll Call vote- all aye