

SWAN RIVER MONTESSORI CHARTER SCHOOL
School Board Meeting
Tuesday, May 21, 2024 at 7:30 a.m.

The school board will hold this meeting in person at Swan River Montessori Charter School at 503 Maple St. building.

Meeting Agenda

I. CALL TO ORDER by at AM by Jana Evink @ 7:34am

II. ROLL CALL

- a. Board Members Present: Jana Evink, Claire Belknap, Julie Halvorson, Nicole Perez, Amy Savage, Amy Jensen, Annette Vemuri
- b. Board Members Absent: Rick Freese
- c. Other Attendees:
- d. Recording Minutes : Kirsten Host

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. MISSION AND VISION IN ACTION-

V. MEETING AGENDA- Motion to approve meeting agenda made by **ABS** , Seconded by **JH** . Board Vote- All “aye”, Motion carries

VI. DECLARATION OF CONFLICTS-

VII. FINANCIAL REPORT

- a. May Financial Report –Motion to approve April financials made by **CB** Seconded by **JH** Board Vote- All “aye” Motion carries

- a. FY24 Enrollment Numbers as of 5.21.24
 - i. Charter School (K-6) = 163
 - ii. Children’s House (EC) = 15
 - iii. Pupil Unit Actual/Budget = 163/163

- b. Review of Bills-
- c. Donations- . 12/29/2023 – Thrivent – 150.00
3/7/24 – Thrivent – 625.00
4/9/24 – Thrivent – 30.00

Amending minutes on 6.18.24 board approves donations. RF motions, AS seconds. Motion carries

VIII. Approve FY 25 Budget - Motion to approve FY25 Budget made by **AJ** , Seconded by **AS** Board Vote- All “aye” Motion carries

IX. CONSENT AGENDA - Motion to approve consent agenda made by **AJ** , Seconded by **CB** . Board Vote- all aye, motion carries

a. 4.16.24 Meeting Minutes

b. Student/Employee with Sexually Transmitted Infections & Diseases & Certain Other Communicable Diseases & Infectious Conditions

c. Policy Travel Expenditures Policy

d. Approve Wellness Policy Motion to approve Wellness Policy with grammar edits made by **AJ** Seconded by **JH** . Board Vote- all aye, motion carries

e. Capitalization Policy – Possible questions for Bridget

Motion to change minimum capitalization threshold from 1500 to 5000 - Motion to approve Capitalization Threshold made by **AJ** Seconded by **AS** . Board Vote- all aye, motion carries

f. Disposal of Equipment & Materials Policy - Possible questions for Bridget

changed budget to 5000 Motion to approve Disposal of Equipment & Materials Policy made by **AJ** Seconded by **CB** . Board Vote- all aye, motion carries

X. ENVIRONMENTAL EDUCATION REPORT AS RELATED TO CONTRACTED GOALS

XI. ACADEMIC PERFORMANCE REPORT AS RELATED TO CONTRACTED GOALS -

See attached documents.

XII. DIRECTOR GOALS

Goals	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Conduct Check-in with direct reports twice a year		X	X					X	X
Organize and facilitate a Montessori book study			X	X	X	X	X		
Classroom observations – 15 min twice a year		X				X	X		
Complete AMI Montessori Administrator Certificate Course	X	X	Completed						
Attend PTO Meetings	missed	X	X	X	X	X	X	X	X
Attend PTO Events	X	N/A	N/A	N/A	N/A	X	X	X	N/A

XIII. STRATEGIC PLANNING & GOAL SETTING-

XIV. OLD BUSINESS

May 21st - School Board meeting - results of election announced **Claire Belknap**
June 18th- School Board meeting- new members sworn in

~~**XV. CLOSED SESSION PER MN STATUTE 13D: SCHOOL DIRECTOR EVALUATION**~~

~~Motion to close the meeting in accordance with MN. Stat.13D.05 Subd. 3. to discuss the results of the performance evaluation of the school director, Annette Vemuri for the 2022-23 school year made by _____ at _____ am, 2nd by _____. Board Vote- **Did not close session - kept open.**~~

I. Session Summary:

- a. **highlighted strengths**
- b. **growth observed**
- c. **things to be improved**
- d. **offer contract for 24/25**

HR will make new employment letter for the director so a copy will be filed with the director evaluation folder

Motion to approve Employment Contract to Annette Vemuri made by **AJ** Seconded by **JH**. Board Vote- all aye, motion carries

XVI. NEW BUSINESS

- a. Confirm Enrollment Projections

XVII. REVIEW OF NEXT MEETING AGENDA

- a. Date, Time & Location of next Board Meeting – Tuesday, June 18th, 2024 at 5:15 PM
- b. Upcoming Agenda Items

New Business

- a. Swearing in of Newly Elected Board Members
- b. Building Board Appointments
- c. Set Dates/Times for Upcoming Fiscal Year Board Meetings
- d. Identify Officials with Authority
- e. Use of Peace Officers & Crisis Teams to Remove Students w/IEPs from School Grounds
- f. Literacy Plan

Highlighted green are tabled items to be added to next meeting

XVIII. MOTION TO ADJOURN by AJ at 8:48 AM, Seconded by CB . Board Vote- all in favor ‘ aye’ , motion carries