

SWAN RIVER MONTESSORI CHARTER SCHOOL
School Board Meeting
Tuesday, January 21, 2025 at 2:30 p.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 at 503 Kitchen at Swan River Montessori Charter School by Jana Evink @ 2:20 pm

II. ROLL CALL

- a. Board Members Present: Jana Evink, Nicole Perez, Rick Freese, Amy Savage, Amy Jensen
- b. Board Members Absent: Julie Halvorson, Claire Belknap
- c. Other Attendees: School Director Annette Vemuri, Bridget Peterson & Nick from EdFin, Joe Kounkel from Hogle Transportation
- d. Recording Minutes : Amy Jensen

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. MEETING AGENDA- Motion to approve meeting agenda with items a-d and Attendance, Personal Devices, & Harassment policies added to new business made by Jensen, Seconded by Freese. Board Vote- All “aye”, Motion carries

V. DECLARATION OF CONFLICTS- none

VI. FINANCIAL REPORT

- a. December Financial Report –Bridget shared an overview of December financials and praised the school for having 93 days worth of cash on hand. Bridgit clarified a question from the previous month showing that a line item coded miscellaneous was from PTO and Read-a-thon. Board had no other questions. Motion to approve December financials made by Jensen, Seconded by Savage. Board Vote- All “aye” Motion carries.

- a. FY25 Enrollment Numbers as of 1.17.25
 - i. Charter School (K-6) = 167
 - ii. Children’s House (EC) = 13
 - iii. Pupil Unit Actual/Budget = 167/163

- b. Review of Bills- reviewed

c. Donations- none

VII. CONSENT AGENDA - Motion to approve consent agenda by Savage , Seconded by **Perez** . Board Vote- all aye, motion carries

- a. December Minutes
- b. Attendance Policy- moved to new business**
- c. Equal Employment Policy
- d. Disability Non-Discrimination Policy
- e. Harassment and Violence Policy- moved to new business**
- f. Review Reducing Lead in Drinking Water Technical Guide
- g. Student Disability Non-Discrimination Policy
- h. Student Journalism Policy
- i. Non-Discrimination Policy
- j. SRMCS Personal Electronic Device Policy- moved to new business**

VIII. ENVIRONMENTAL EDUCATION REPORT AS RELATED TO CONTRACTED GOAL

IX. ACADEMIC PERFORMANCE REPORT AS RELATED TO CONTRACTED GOALS –

X. DIRECTOR GOALS-

XI. STRATEGIC PLANNING & GOAL SETTING-

XII. OLD BUSINESS-

XIII. NEW BUSINESS

- a. Hoglund Transportation- Joe Kounkel shared details of what bussing would look like if SRMCS switched afternoon bussing to align with the Middle & High School dismissal for the 25-26 school year. This should shorten the wait time on the bus for our families. Proposed- SRMCS dismissal at 2:40 PM- one bus from SRMCS to Middle School where students disperse to neighborhood buses. Then those buses go to the high school before heading out to routes. Annette and the board want to gather more information on how this would impact families and staff before deciding whether or not to change dismissal time for FY26. Tabled to February meeting.
- b. Board Elections- Board discussed making elections more secure using an online voting system called Election Buddy and moving the election window to late March- early April. Motion to approve to use Election Buddy and moving up election window made by Freese, Seconded by Savage. Board Vote- all aye, motion carries
- c. Board Training- Board clarified procedure for board member training. Before seated: Open Meeting Law, Board Roles and Responsibilities, Data Practices; within 1st year: Finance, Employment Policies and Practices, Public School Funding and Management, Student Success Achievement and Performance; 2nd yr: repeat trainings from before seated group; 3rd year: choose from Charter School Contract, Compliance and Technical Assistance, Audit, School Budget;, Re-elected: one per year (board member choice). Complete course and send info to director and board chair.

- d. Policy Services by MN School Boards Association- board discussed becoming a member of MSBA and utilizing their policy services. Initial cost for membership approx \$2000 and policy services approx \$2000. MSBA can also audit policies for an additional \$1200. Vemuri wants to gather more information on whether cost can be prorated and has a few questions answered. Board will table and revisit at the February meeting.
- e. Attendance Policy- Motion to approve policy made with revisions by Perez , Seconded by Freese. Board Vote- all aye, motion carries
- f. Harassment and Violence Policy- table to February meeting
- g. SRMCS Personal Electronic Device Policy- Motion to approve with revisions made by Perez, Seconded by Freese. Board Vote- all aye, motion carries

XIV. REVIEW OF NEXT MEETING AGENDA

- a. Date, Time & Location of next Board Meeting – **February 18, 2025 in the 503 building @ 2:30 pm**
- b. Upcoming Agenda Items

New Business

- Approve School Calendar for Next Year
- Confirm Auditor Contract
- Review Assumptions and Preliminary Numbers for Upcoming Budget Year
- Fixed Assets Policy
- Nepotism Policy
- Public and Private Personnel Data

Tabled Items

- Policy Services by MN School Boards Association
- Harassment and Violence Policy
- Proposed FY26 transportation/dismissal time change

- XV. MOTION TO ADJOURN by Savage at 4:00 PM, Seconded by Jensen. Board Vote- all in favor ‘ aye’, motion carries**