

SWAN RIVER MONTESSORI CHARTER SCHOOL

School Board Meeting

Meeting Minutes

Monday September 21, 2026 at 2:00 PM

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

I. CALL TO ORDER in 503 Kitchen at Swan River Montessori Charter School by _Jana Evink_@__2:44_PM

II. ROLL CALL

- a. Board Members Present: Claire Belknap, Nicole Perez, Rick Freese
- b. Board Members Absent:
- c. Other Attendees:
- d. Recording Minutes:

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

- a. Motion to approve meeting agenda made by _CB_, Seconded by _JH_. Board Vote- all aye, motion carried

V. PREVIOUS MEETING MINUTES-

- a. Motion to approve 8.24.26 Board Meeting Minutes made by _AJ_, Seconded by _CB_. Board Vote- all aye, motion carried

VI. DECLARATION OF CONFLICTS-

VII. FINANCIAL REPORT- NOTES FROM COMMITTEE MEETING

- a. FINANCIAL REPORT- August FY27

b. REVIEW OF BILLS

a. DONATIONS-

i.

Motion to approve August FY27 financials, expenditures, disbursements, and donations with adjusted ADM (350 changed to 172) made by _AS_, Seconded by _RF_. Board Vote- all aye, motion carried

VIII. ENVIRONMENTAL EDUCATION REPORT AS RELATED TO CONTRACTED GOALS-

a.

IX. ACADEMIC PERFORMANCE REPORT AS RELATED TO CONTRACTED GOALS –

- a. Fall Fastbridge testing update- still in progress
- b. Literacy Team will attend a training on 9/24/26
- c. Annual report due to OW by Nov. 1- will be brought to board at Oct. meeting

X. BOARD TRAINING-

- a. Board Self assessment from Osprey Wilds- Board reviewed the board self assessment checklist.
 - i. Need to add Outstanding Obligations (Exhibit S) to monthly board agenda.
 - ii. Need to check in more with our school board
 - iii. New to redo our policy review cycle to include newly adopted policies and spread out review across 2 years.
 - iv. Send board packet by Friday
 - v. Send Academic data annually to parents (MCA/Fast Bridge data from annual report)
 - vi. Possibly take questions from parents about school board happenings and include them in The Swan Newsletter.

Board Training Needs:

- Board would like further training on school leader evaluation- we need a set policy and procedure that is streamlined and doesn't take up more of the board's time. Designs For Learning Board Training- Designs for Learning offers board training and other services for an hourly fee. Includes services for director evaluation. \$100 per hour, with about 90 minutes of prep work.
- b. **Motion to approve expenditure up to \$2000 to contract with Designs for Learning for Board Training including Director Evaluation made by _CB_, Seconded by _RF_. Board Vote- all aye, motion carried**

XI. DIRECTOR GOALS

- a. Director SMART Goals for FY27
 - i. 1. By May 2027, the director will conduct monthly reading fidelity walkthroughs in 80% of applicable classrooms using the SRMCS Reading Program Fidelity Walkthrough, with at least 70% of classrooms meeting fidelity expectations for All About Reading, SRA Student Readers, and Kilpatrick/PAST implementation.
 - ii. 2. By the end of the 2026–2027 school year, the director will facilitate weekly PLC meetings in which teaching teams review lesson plans and document alignment of Montessori instruction with Minnesota Academic Standards using the school's standards-alignment worksheets, with the goal of completing and documenting alignment for 80% of grade-level standards.

XII. STRATEGIC PLANNING & GOAL SETTING

XIII. OLD BUSINESS

- a. Parent & Student Handbook- highlighted version will be available to the board next month. Draft version needs to be sent to parents in The Swan. Table to next meeting

XIV. NEW BUSINESS

- a. CERP (Cardiac Emergency Response Plan)
 - i. Board suggested updates and brought missing filled out parts to the director's attention.
Motion to approve CERP made by _JH_, Seconded by _NP_. Board Vote-all aye, motion carried
- b. Wellness Committee Meeting Update
 - i. Committee met and filled out checklist to assure compliance
 - ii. Now do 45 minutes for PE instead of 60- change was made to checklist
 - iii. Wellness audit was completed and SRMCS is in compliance

XV. REVIEW OF NEXT MEETING AGENDA

- a. Date, Time & Location of next Finance Committee Meeting: Monday, October 19, 2026 at 2:00 PM, 503 Building
- b. Date, Time & Location of next Board Meeting: Monday, October 19, 2026 at 2:45 PM, 503 Building

Upcoming Agenda Items-

Old Business

Parent and Student Handbook

New Business

- XVI. MOTION TO ADJOURN at _3:59 PM_ by JH_, Seconded by _AS_. Board Vote- all aye, motion carried**