

Steamboat Montessori
Governing Board Meeting Agenda
October 23rd 2020 @ 12:30 PM
MVMCS 27285 Brandon Circle Steamboat Springs, CO 80487
Join with Google Meet:meet.google.com/ykj-dwoq-kug
[Board Packet 10/23/20](#)

Our Mission:

To inspire all children to learn and grow as responsible global citizens in a collaborative, peaceful and safe environment. We are committed to using authentic Montessori methods with integrity to develop each child's intrinsic intelligence as they become resilient, self-directed leaders and problem solvers. As a school of choice, Steamboat Montessori is a place for students, families, and teachers to grow together as an intentional community in the pursuit of academic excellence.

Our Vision:

Steamboat Montessori creates a respectful, safe, nurturing and diverse educational community where students, staff, parents and community members collaborate to become empowered, enriched, challenged, resilient and prepared individuals collectively meeting the demands of an ever-changing society.

- I. 10:00-12:00 Work Session: New BOD Member/Governance Training with John Brenza
 - A. Attendees: Mike M, Alethea S, Christine L, Noel C
 - B. Topics:
 1. Setting goals for HOS and the school
 2. Board member recruitment and onboarding
 3. HOS evaluations & feedback
- II. 12:30 Call to Order
- III. 12:30 Reading of the Mission & Vision -Jess V. (Next time we will assign)
- IV. Agenda Review
- V. Public Comment
- VI. 12:40 Approval of Minutes
 - A. [9.25.20 Updated Unapproved](#)
- VII. 12:45 HOS Report
 - A. Please read [HOS Report](#) and ask any questions
- VIII. 1:00 Ryan Marks 10 Minute CSI Renewal Update
 - A. See [2020 Charter Renewal Process.pdf](#) in Board Packet
 - B. See [2020-21 Org Submissions and Audit Schedule Final](#) in Board Packet
- IX. 1:10 Committee Updates
 - A. Finance Committee Update
 1. [Sept Financials](#)
 2. [Finance Report](#)
 3. [Audit](#)
 - B. SAC Committee Update
 1. [Meeting Notes](#)
 - C. Marketing & Outreach Committee Update
 1. [Meeting Notes](#)
 2. Name change announcement last week, Ohana merch pre-sale ends on 10/30--[get your gear!](#)

3. **Board ask:** What enrollment/recruitment targets do we have for next year?
We can tailor our marketing approach accordingly, but the Board needs to set the goal.

D. Parent Committee Update [Agenda PC Mtg 10.5.20](#)

E. Middle School: [Middle School TF Mtg 10/12/20](#)

F. Do we have a facilities committee update? NO, nothing new!

G. Fundraising Committee Update

1. TTL Annual Fund: \$24,380.00
 - a) Board Cash Donations: \$19,650... who is kicking in \$350 to get us to an even \$20K?
 - b) Staff Donations: \$4,588 100%.... This is incredible! No doubt this generosity has inspired all of you to increase your gifts!
2. **Board Ask:** Start gathering donations that we can auction off at the duel or virtually! Each board member needs at least one.
3. Board Fundraising Contest: ala tour de france. Winning members will be issued their jerseys at the end of the year
 - o Yellow Jersey: Most \$ raised - Morris & Merage are in the lead!
 - o Polka Dot Jersey: "Queen/King of the mountain" Largest single donation - So far this jersey will be ordered in my size but Gilligan is trying to edge me out on the golf course.
 - o Green Jersey: Most donations in quantity. Wide open!
 - o White Jersey: Most money raised by a new board member - Alethea is in the lead!
4. **Board Ask:** Staff Appreciation
 - a) Can each board member bring 2 bottles of nice wine next week so that Michael can give a bottle of wine to each staff member as a thank you from the board. Or everyone venmo me \$40 and I can buy 2 cases.
 - b) Bottles will be handed out after parent teacher conferences.

X. New Business

A. 1:40 [Finance101](#) by Jason Godley

B. 2:00 CSI info on Open Records Act and Open Meeting Laws regarding email communications:

1. *Increasingly charter school boards are discussing school business among themselves by means of e-mail. There is nothing wrong with this practice. However, it is unclear whether such e-mail communications are subject to the Open Meetings Law. The law states that e-mail communications among "elected officials" discussing "pending legislation or other public business" are subject to the law. This language seems to apply only to persons elected by the voters who have the power to enact legislation. It does not appear to apply to members of charter school boards. However, even if the Open Meetings Law does not apply to these e-mail communications, the e-mails themselves are subject to disclosure under the Open Records Act [...] charter school board members should assume that any e-mails among board members will be subject to production to any member of the public who wishes to see them.*

C. 2:05 [BOD Handbook & Agreement](#) 10 minute discussion and sign by all 11 voting

BOD members

- D. 2:15 HOS Evaluation Discussion
 - 1. 10 Minutes [HOS Review and Evaluation Process](#)
 - 2. 10 Minutes to assign To Do's
 - a) Review/revise staff survey
 - b) Create parent survey
 - c) Review/revise board survey form
 - d) Create baseline data reports on assessments, enrollments, and attrition
 - e) Create a weighted rubric for overall scoring in each competency (based upon job description, and state guidelines [Head of School Evaluation](#))
 - f) Create template for professional development and corrective action plans for any overall competency score falling below a rating of "satisfactory"
 - g) Create template for HOS written evaluation
 - 3. 10 Minutes [HOS Evaluation Rubric](#) questions
 - 4. **VOTING ITEM:** designate board member to lead HOS Evaluation for 2020/21 (Jess Valand is volunteering to do this)
- XI. Old Business (5 minute discussion on each)
 - A. 2:45 Teacher Pay
 - B. 2:50 Middle School
 - C. 2:55 Long Term Facility Plan
 - 1. Extend Lease
 - 2. Us buy building
 - 3. Us buy land and build
 - 4. Someone else buy and we lease with buy option
 - D. 3:00 BOD Succession for Jeff, Jason & Mike
- XII. Executive Session
- XIII. Public Comment
- XIV. How did we do today? Were we on time? Did we follow the agenda?
 - A. Review of Action Items
- XV. Next Meeting: November 13, 2020
- XVI. 3:15 Adjourn