



# MINUTES

Board of Directors - Regular Meeting - February 9th, 2021- 4:30pm

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1. **Call to Order** - The meeting was called to order at 4:35pm by Melissa Merida, President.
2. **Roll Call** - present via Zoom virtually
  - a. **Present:** Melissa Merida, Sridhar Ramachandran, Kyle Daugherty, David Clifton
  - b. **Absent:** Courtney Lewis
3. **Approval of Minutes from Regular Meeting September 8th, 2020; Executive Session January 12th, 2021; and Special Meeting January 12th, 2021.** Motion to approve by Clifton and second by Ramachandran. All in favor.
4. **Approved Public Participation** - none.
5. **Special Reports**
  - a. Enrollment/Lottery/Marketing Update - Glenn reported on the virtual lottery for the 21-22 school year. Melissa M. also attended. The school was slightly lower for the second membership count in February which will impact school funding. There was discussion about Early Ed enrollment for this year and next year, which is progressing well. This is very encouraging with the challenge of the pandemic and speaks highly of the Early Education virtual program, as well as the commitment of our school families to pay tuition during this time.
  - b. Human Resources Update - Barbara reported that the school has been very successful at retaining staff, with no current openings. This has been helped by good communication with the staff about pandemic safety. The Nurtury will be increasing its enrollment back up to 16 as soon as possible which may include an additional staff, and is also holding many spots for expected babies.
  - c. School Success Update - Barbara reported that the IDOE is still requiring State testing in the spring. We will be surveying families about who will come on campus. NWEA testing went better than expected in the fall, with most scores staying stable in spite of the pandemic.
  - d. Pandemic/Vaccine Update - Barbara reported that the state is offering rapid tests, PPE (gowns, N95 masks, etc.) to schools. Barbara reported that a few changes were offered by the ISDH for alternative quarantines based on testing and regarding social distancing but that the school would remain with its current process on these items. The rapid tests being distributed will be utilized by CM to try to identify positive cases more quickly for contact tracing.
  - e. Board Policy Manual: Proposed Revisions - Barbara and Melissa M. will begin breaking this into pieces to review over the next few months.



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- f. Board Retreat 2021-22 - Tabled
- g. Treasurer's Report - Kyle gave the report:
  - i. September, October, November, December 2020 and January 2021 Credit Card Statements Review -The Board reviewed the statements, and asked questions.
  - ii. December Quarterly Investment Review - Kyle reported the month end balances for each month and year end.
  - iii. July, August, September, October, November, December 2020 Bank Statement Review - The Board reviewed the statements and asked questions. There was discussion of the balance on the CD fund (approximately 500,000). Barbara asked the Board to consider at its next meeting to use some of these funds to pay off the small loan on the CM Building. This would reduce the CD amount, but the interest currently being earned on the CD fund is less than what the school is paying annually on the smaller loan interest.
- h. Board Quarterly Financial Reports:
  - i. September 2020 Balance Sheet and Income Statement - Barbara reviewed the statements from September, and the Board asked questions.
  - ii. December 2020 Balance Sheet, Income Statement, School and Nurtury Budget - The Board reviewed the Budgets for December 2020 and the Board asked questions. The Balance Sheet and Income statement will be reviewed at the Board's next meeting.
- i. Audit Update - Barbara reported that CM had no finding in the Audit this year. There was a new auditing company this year and that was discussed.
- j. CASA Update/Community Pantry update - Melissa reported about how the pantry works, local outreach, how to get involved, and current use of pantry. She reported the total cost for the CASA project, which was well below the estimated expenses for the project, and significantly below the revenue which was being held for this purpose. The project is extremely close to completion with only a few details remaining. The space will be used for a Teen virtual play this spring.
- k. 403(b) Discussion - Tabled
- l. School Calendar 2021-22 - Tabled
- m. School Calendar 20-21 Adj. March 26th Asynchronous/E-Learning Day - Barbara asked that the Board revise the calendar to make this an off-campus learning and asynchronous learning day to allow staff to use the day as they need due to the significant amount of professional development work happening this year in response to the pandemic.
- n. Nominate Board Officers - The Officers were nominated as follows: Melissa Merida, President; Sridhar Ramachandran, VP; Kyle Daugherty, Treasurer; David Clifton, Secretary.



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- o. EAB Scholarship - Barbara announced this is the last year for the Elizabeth Ann Burke Scholarship. For 2021, five scholarships of \$715 each were selected by virtual drawing from eight eligible applicants.
  - p. Annual Conflict of Interest Signing - Melissa W will be sharing these electronically with the Board.
  - q. Racial Healing Project Update - Barbara shared the Anti-Racist Commitments developed by a staff committee in response to Racial Healing Project educational efforts taking place this year. There will also be committees which will work on moving forward with plans coming from these commitments. The Board discussed the current community environment and the positives of the project.
- 6. **Consent Agenda** - Motion to approve by Daugherty, second by Clifton. All in favor.
  - a. Claims approval – August, September, October, November, December 2020
  - b. School Calendar 2021-22 - Tabled
  - c. School Calendar 20-21 Adj, March 26th Asynchronous/E-Learning Day - is approved as presented.
  - d. Elect Board Officers - the officers were elected as Melissa Merida, President; Sridhar Ramachandran, VP; Kyle Daugherty, Treasurer; and David Clifton, Secretary.
  - e. EAB Scholarship - five recipients were selected for scholarships in the amount of \$715 for each scholarship. The recipients are Skyler McAdams, Kayley Adams, Brian Kerns, Emma Walters and Ethan Tackett.
  - f. Racial Healing Project - the Board is in support of the Community Montessori Anti-Racist Commitments as presented.
- 7. **Announcements**
  - a. Parent Education Workshop - February 17th from 5pm-7pm. [Click this link to RSVP on Sign Up Genius and you will be sent the meeting link later in February.](#) Join us for a special conversation to help parents with children that are having social/developmental difficulty and/or are on the Autism Spectrum. Heather Benner Ohl, an [RDI \(Relationship Development Intervention\)](#) consultant with [The Missing Piece](#), will be conducting this workshop for our families to help support great partnerships with children and parents.
  - b. Next Regular Board Meeting - March 9th, 2021 4:00pm unless Executive Session then 4:30pm.
  - c. Melissa W will share a card to be signed for [Jared Law-Penrose](#) who resigned from the Board today.
- 8. **Adjournment** - Motion to adjourn at 6:15pm by Ramachandran, second by Clifton. All in favor.



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Minutes approved on March 9th, 2021 by:

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**Melissa Merida, President**

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**Sridhar Ramachandran, Vice President**

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**Kyle Daugherty, Treasurer**

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**David Clifton, Member**

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**Courtney Lewis, Member**