

Monocacy Montessori Communities, Incorporated (MMCI)

Wednesday, May 25, 2016 @ 7:00 pm

Location: MVMPCS, 217 Dill Ave.

Trustees Present: Melissa Najera, Brian McCrohan, Kathleen Lutrell, Sara Fallati, Jeff Koehler, James Kleimola, Erin Frank, Jen Nichols, Yvette Rood, Mike Cannarozzi, Adam Kenney, Amanda Erard

Trustees Absent: Matt Mills

Others Present: Marilyn Horan, Nancy Radkiewicz, Liz Seal, Terese Michaels, Jennifer McClung, Ashley Madden, Heidi Novak

- I. Call to Order/Welcome Melissa Najera

- II. Community Comments

- III. Consent Agenda Items
 - A. April 27, 2016 meeting minutes Evote passed on 5/19/16
 - B. Balance Sheet, Bank Recs, Finance Report Melissa Najera

- IV. Reports
 - A. CCMPCS VP Report Brian McCrohan
 - B. MVMPCS VP Report Kathleen Lutrell
 - C. Staff Student Counts & Attrition Rates Brian /Kathleen

- V. Updates
 - A. MVM GC Chair/Principal update Nancy Radkiewicz
 - B. CCM GC Chair/Principal update Amanda/Marily
 - C. Programs Jen Nichols
 - D. Fundraising Erin Frank
 - E. CCM Building Liz Seal
 - F. MSDE Accreditation & Pre-k Grant Jeff Koehler & Melissa
 - G. Working Session Recap Brian McCrohan
 1. Proposed changes to the Tuition Reimbursement Policy
 - a. Move away from up fronting money with strings attached. Instead, offer a scholarship for up to 50% of the total reimbursement amount approved by the GC.
 - b. Rather than reimbursing all funds upon completion of training, it will be distributed in 3 payments (1/3 upon completion, 1/3 after academic 1 year post-completion, remaining 1/3 after 2nd academic years post-completion.
 2. Revised policy draft will be reviewed and a vote will likely take place at June meeting.

- VI. Discussion/Action Items
 - A. Forum for Board of Education Candidates Amanda Erard / Melissa
 1. There are 6 candidates for BOE and 3 open seats. MMCI may wish to host a forum for the candidates to recognize charter schools and for the community to learn more about the candidates. Amanda will investigate feasibility.
 - a. MMCI will ask community to submit questions from which we will choose from, not focused solely on charter schools but include general questions as well.
 - b. May be scheduled for late September or early October

- B. Allocate \$100 to each Primary teacher for preparing MSDE documents Melissa Najera
1. Discussion regarding the need to award each Primary teacher \$100, as MSDE certification requires Primary teachers to gather significant data and provide specific documentation to qualify for the Pre-K grant.
 - a. Marilyn said her Primary Team Leader already receives a stipend and this type of work falls under their responsibilities.
 - b. Adam suggested showing appreciation in another way, such as with a gift card.
 - c. At this point, it's uncertain how much more work will be required to meet new MSDE requirements; will revisit this in the fall.
- C. CCM Tuition Reimbursement Proposal for FY2016-2017 Brian McCrohan
MOTION by Melissa, 2nd by Brian, to approve CCM's tuition reimbursement schedule for FY16
PASSES with all in favor.
- D. CCM Before and After Care Contract Renewal Jen Nichols
MOTION by Jen, 2nd by Melissa, to approve CCM before and after care contract renewal for one year only. **PASSES** with all in favor.

VII. Adjourned at 8:48 pm

Next meeting will be Wednesday June 22, 2016 at 7:00 pm at CCM

Appendix A.:
CCM VP Report

Report is a high level summary only. These are not an official minutes of the CCMPCS Governing Council, which are provided separately.

CCM VP Report – Highlights from the last month.

Highlights

- The Board of Education accepted the benchmarks proposed for our probationary year, our lottery waiver which will be sent to the Maryland Board of Education (which would allow for weighing of Spanish speakers in the lottery), as well as the charter document.
- A “state of the school” gathering is being planned to ensure our community is fully aware of the BOE decisions, the implications, the plan for next year, and the ways that families can contribute to the success of the school.
- Carline collection for the MMCI Annual Fund was discussed as a way to increase giving both in dollars and in percentage.
- Build out updates
 - The finals are complete and will be submitted on 5/25
 - Review at the county will be approx. 7 days
 - Best timeline is construction approximately from June 1 – July 15

Appendix B: MVM VP Report

MVM GC meeting date 5/2/16 at 7 pm

Teachers held meetings to discuss transitions of students moving to new levels. Final decisions will be in June reportcards. Six students from MVM were accepted into the IB program at Urbana HS. They had 100 applicants, and 25 available spaces in total.

UE teacher Venus Elliot has taken a job in California and will be leaving at school year end.

Nancy proposed that the GC staff representative stipend be increased from \$400 to \$600-800 range. There was discussion of the new proposals for the MMCI Tuition Reimbursement policy.

Committee reports were all positive. Strategic Planning Goal #2 "Provide Enrichment Opportunities for Students" was discussed in detail and progress details were offered. The budget is tracking as expected, but the possibility of instituting a student activity fee was discussed and later voted on and adopted. Nancy shared the results of the FCPS school survey. Climate was rated as favorable by 95%. Curriculum and Instruction was rated favorable by 90%. Engagement and Communication was rated as favorable by 82%, with many sub categories at 98%.. Safety, Health and Wellness were rated as favorable by 97%, with all sub categories at 90% or above, and several at 100%. In all categories, we scored higher than the total score for charter schools, and higher than the overall FCPS scores.

Media IA/User Support Specialist may be increased from 0.25 to 0.4 FTE. Increasing hours for the Counselor position was also discussed. Heidi Novak is resigning as GC staff representative due to increased professional and personal responsibilities.

Next Regular GC Meeting: Monday, June 6, 2016 (79:30 PM @ MVMPCS)

Note: Not part of the May GC minutes, but Meredith Wallace announced that she is leaving her AP position at MVM at school year end to accept a position as Principal at a school in South Carolina.