

MINUTES

Monocacy Montessori Communities, Incorporated (MMCI) Board of Trustees (BOT)
Wednesday, March 25, 2020 @ 7:00 p.m. | Meeting held virtually due to COVID-19

BOT Members in Attendance: Nichole Dowlearn, Tara Dunsmore, Deb Knox-Teitel, Jeff Koehler, Jen Kuhn, Ellie Landru (MVM VP Elect), Kathleen Lutrell, Liz Seal, Shemica Sheppard, Molly Spence, Don Townsend

1. Call to Order/Welcome - Molly opened the meeting.

2. Community Comments - none

3. Updates

CCM update (Carrie Jean Rathmell / Marilyn Horan)

- *Staff Attendance at AMS Conference was cancelled*
- *Finance & Budget Volunteer Leadership at CCM - Kate Chasse (served previously as finance chair at CCM) has agreed to step up*
- *School work prepared by staff to send home over March 16-27 closure*
- *Cleaning - Marilyn has been working with the All Clean Supervisors to ensure that deep cleaning is occurring*
- *Parent initiated & led educational & social connecting through community Facebook group*
- *8th grade Celebration - Before Coronavirus: it was determined June 11th at 7:00 CCM would be celebrating current 8th grade class at the SkyStage in downtown Frederick.*

MVM update (Regina Chadwick/Amy Dorman)

- *Amy, Meggan Sombat, and Regina spoke before break and were able to create a website for information and to stay connected. Each teacher has a page and all assignments will be found there. This streamlines the process especially for families with multiple children. MVM is determining a plan for families that do not have online access.*
- *Budget Committee Chair: Marisa Berube has found a parent volunteer, Rachel Schooley, to take over as budget committee chair at the end of the school year. Marisa and Rachel have met with Ms. Dorman and Rachel is currently shadowing Marisa.*
- *Counselor Position: The GC voted to approve increasing the counselor position from a 0.6 to a 1.0 FTE beginning in SY2020-21.*
- *GC Chair: The GC voted to approve Tori McCarthy as the GC Chair for the remainder of Regina's term, beginning on the last day of the school year and ending on December 31, 2020.*
- *Upcoming Meetings: Will be done virtually if schools remain closed.*
 - *April 2 - GC Work Session to update the GC SOP. The GC will also be requesting it's committees to update or create SOP's and share with the GC.*
 - *April 6 - GC Voting Meeting*

- April 16 - GC Budget Work Session

CCM Probation

Marilyn/Carrie Jean

- Marilyn indicated in person meetings are on hold due to everything going on with COVID-19. Mark Pritts is very busy with other responsibilities.
- Carrie Jean said the FCPS workgroup has met once since MMCI last met and the MMCI work group met once. CCM is in a waiting place until Mark is able to meet because the current top priority is what needs to happen immediately for needs this school year. The goal was to present in June, but if that gets pushed back the actual deadline is December so there is still time.

Lottery update (David Henry/Melissa Najera)

- MMCI is scheduled to do the lottery run on Tuesday but is trying to set this up as a virtual meeting. All issues have been resolved with data.
- MMCI had 1574 individual student applicants and 2748 applications overall. There were 24 siblings at CCM and 1 staff for priority and most should have a spot. At MVM there are 18 siblings and 2 staff applicants.
- A volunteer has stepped up to shadow next year and take over the lottery - Sudha Ravindran from MVM. David recommended CCM recruit a volunteer to work on the lottery process and Marilyn said she is working on a volunteer for this role.
- Melissa explained to the board changes to the lottery letter. The deadline for paperwork will be extended due to COVID-19 to April 30th. This is after the re-opening date that is currently scheduled for April 27.

Facility update (Molly Spence/Kathleen Lutrell)

- Leases (Molly)
 - CCM Lease - a letter was sent to CCM's landlord and was accepted for an additional year. There is an option to do this 2 more times.
 - MVM Lease - details are still being worked out
- Facilities (Kathleen)
 - There was a meeting with zoning and it was learned that the zoning of the building is critical and can't be changed easily.
 - The Building Committee reviewed the available buildings and they are almost all zoned in ways incompatible for use for a public school.
 - The recommendation made by the Zoning Administrator was to look at agricultural land to consider building a school facility instead of purchasing an existing building. We are gaining additional information on multiple properties to see if land is suitable for our needs.

Expectations moving forward (Molly)

- At this time that we are limited to virtually communicating it is important to pay attention to email. There will need to be discussions and evotes by email and the BOT will make sure that any decisions are relayed to the community. Feel free to

email bot@mmcimd.org or president@mmcimd.org if you have any questions and concerns and encourage our principals to reach out to the BOT if they have needs that we can help them address.

(Shemica Sheppard joined the meeting)

Meeting adjourned at 7:50 p.m.

. Announcements

1. Upcoming MMCI Business Meetings (held at 7PM the FINAL Wednesday of each month):

- April 29 @ TBD
- May 27 @ TBD
- June 24 @ TBD