

MINUTES

Monocacy Montessori Communities, Incorporated (MMCI) Board of Trustees
(BOT) Wednesday, October 27, 2021 @ 7:00 p.m.

BOT Members Present: Molly Carlson, Chris Chandler, Nichole Dowlearn, Tara Dunsmore, Elise Goodwin, Jeff Koehler, Jen Kuhn, Ellie Landru, Kathleen Lutrell, Jen Mayo, Tori McCarthy (MVM GC Chair, non-voting), Carrie Jean Rathmell (CCM GC Chair, non-voting), Shemica Sheppard, Amy Sullivan

1. Call To Order

Tara called the meeting to order at 7:03 p.m.

2. Welcome/Introductions

Tara did introductions of the BOT members and principals.

3. Community Comments

No community comments

4. Consent Agenda Items

- Evotes
 - 10/17/21 Approval of September Minutes 10 aye, 2 did not vote.
- Advance Reports and Committee Updates (Included at end of minutes)
 - MVM GC Chair Update (no report received)
 - MVMPCS Principal Report
 - CCM GC Chair Update
 - MMCI Lottery Committee Update
 - MMCI Facilities Committee Update
 - MMCI HS Expansion Committee Update
 - Diversity, Equity & Inclusion Update (no report received)
 - Nominating Committee Update
 - MMCI Financial Report 9/2021 (*access restricted*)
 - MMCI Finance Summary 9/2021

5. BOT Member Reports

MMCI President Report

Tara Dunsmore

No updates. We are getting close to the deadline for nominations and we are low. Both schools are low on applications and there are a lot of opportunities to get involved so please check those out.

MVM VP Report

Ellie Landru

Two weeks ago there was repair required on the cooling tower. A mold remediation company addressed moisture issues in lower el. Heat is working. A parent reinstalled a drinking fountain in middle school and fixed a sink in primary.

CCM VP Report

Christopher Chandler

No updates.

BOT Treasurer Report

Jeff Koehler

Jeff is still working to resolve the MMCI credit card issue

5. Updates

MVM Principal update

Amy Dorman

Advance Report submitted, included at the end of the minutes.

Tara thanked Brooke DeSantis for all their organization is doing for the community.

CCM Principal update

Marilyn Horan

Many of the same updates as MVM. There are fewer students in intervention. There is one middle school student in after school intervention. They will be doing the tutoring program. A field trip was rescheduled due to weather. Preliminary testing results have returned and middle school scored well in math and language arts. Marilyn asked for NWEA testing however the actual program has not yet been approved. Parent volunteers have started to come in to help with the lunch line.

Committee Updates

Reviewed Nominating (Jen Kuhn), Facility (Molly Carlson), HS Expansion (Tara Dunsmore) Advance Reports, all included at the end of minutes.

6. Old Business: Action Items/Follow-up

7:44-8:00 p.m.

- **Action Item:** Lottery Waiver Requests (Tara Dunsmore)
 - Lottery Priority for MVM and CCM alumni who are rising 10th graders to be

granted priority for the first year of the High School Lottery (This will address the question of equity for students who completed 8th grade at either school but no longer has a sibling enrolled and therefore not eligible for sibling priority.)

- *Lottery Priority for the 2022-23 school year for any family from MVM or CCM who unenrolled or declined a placement this school year in order to enroll in the virtual school option provided by FCPS (with verified proof of virtual school enrollment)*

Tara shared that the outcome of last month's discussion was that the BOT was willing to support the requests however it required somebody to step up and so far nobody has volunteered to write the requests. If there is anybody that feels passionate that they want to work on this they need to reach out.

- **Action Item:** *Lottery Procedures - rules, waitlist procedures, and state legalities. (Carrie Jean Rathmell/Tori McCarthy)*

Tara discussed that last month it was discussed that each school handles their waitlist slightly differently. Carrie Jean shared that CCM discussed at their GC meeting and voted to confirm that they will use the following procedure: instead of filling spots at a strict grade level, CCM will fill with a priority, so if there is not a 3rd grade priority but there is a 2nd or 1st grade student in that classroom with a priority it will be offered to the sibling to prioritize getting all children in a family to have an opportunity to attend a school together. They still maintain classroom numbers and the overall school limits, but they do not have a strict rule that if a third grader leaves it will be filled with a third grader. It was acknowledged that there is a potential that when a class moves up this can cause a larger class however in the history of using this method it has never been a problem because there is enough natural turnover to balance this method.

Both GC Chairs need to submit their updated language for the lottery policy before the December meeting so that the BOT can vote before the lottery season.

Ms Dorman shared that there has been some turnover and it will be helpful for the MVM GC to review the policy. The MVM GC will discuss at their meeting next week and work with Ms. Dorman how they will move forward and determine their recommendation.

- **Action Item:** *Annual Fundraising Calendars and plans (Carrie Jean Rathmell/Tori McCarthy)*

Tara asked both schools to make sure they are thinking about and talking about this and to let Tara know if they need support.

7. New Business: Discussion and votes

- **Discussion:** Funding for facilities up front expenses (down payment, feasibility studies, etc.) (Tara Dunsmore)
The BOT needs to begin reviewing up front expenses for facilities and specifically what expenses will come from each school and MMCI.
- **Discussion:** Facilities funding and options (Tara Dunsmore)
 - Charter School Capital Presentation at 8:30 p.m.
 - Kathleen and Tara met with Charter School Capital and they do funding in different ways than MMCI has considered. MMCI has started thinking outside the box. Charter School Capital purchases the building and leases back to MMCI.
- **Discussion/Vote:** MMCI meetings moving forward - virtual, in person, combination (Tara Dunsmore)
After discussion, Tara made a motion that MMCI meetings moving forward will remain virtual until the point that FCPS lifts the indoor mask mandate at which point we can reevaluate. Ellie seconded the motion. 12 aye.
- **Discussion:** MMCI File Storage and Public Access (Tara Dunsmore)
Removed from agenda to handle another time.
- **Discussion:** MMCI staffing needs (Tara Dunsmore)
Carrie Jean shared her concerns about volunteers and resources on the GC and BOT especially in higher leadership roles.

Presentation: Charter School Capital

Arlacia Leite discussed how Charter School Capital helps sustain charter schools around the country. Over 800 schools and 1.5 million students have been helped. They offer several financing options for charter schools based on the challenges they have. They are charter friendly and the goal is for the school to remain in the community. Charter School Capital will look at MMCI's financials and make a recommendation for what services they are able to provide.

Tara shared that this is one of our options and we have previously considered JLL and she will be looking into local options in addition. Kathleen shared that Building Hope has a different offering. They are a real estate development company. They do not do direct finance, they will work with PNC bank or other financing sources. Charter School Capital's leasing program eliminates the need to secure outside financing. Tara shared that as we have gone along in this project we have learned more about our needs and our biggest needs are more of financing and less what Building Hope is offering.

- **Discussion/Vote:** Financial Policies: [Capitalization Policy](#) and [Dissolution Policy](#) (Amy Sullivan)

These two policies are requirements by MSDE if we would get the grant. These grants are standard and not controversial and linked in the agenda so this vote will be moved to evote.

Returned to Carrie Jean discussing MMCI Staffing Needs:

Tara shared that those leading are also involved in many other capacities and there is not as much of a base and this is not sustainable. The BOT discussed the needs and concerns of bringing in an MMCI employee to help with leadership roles.

Closed Session

Tara made the motion to close the meeting for the following purposes.

Maryland Open Meetings Act reasons for closing the meeting:

- *To consult with staff, consultants, or other individuals about pending or potential litigation.*
- *To consider the acquisition of real property for a public purpose and matters directly related thereto.*

Ellie seconded. All in favor.

Closed session start: 9:55, closed session stop:11:00 p.m.

Molly motioned to adjourn the meeting and Amy Sullivan seconded. Meeting adjourned at 11:01 p.m.

Announcements:

1. Upcoming MMCI Business Meetings (usually held at 7PM the FINAL Wednesday of each month): *meetings will be virtual until further notice*

- November 17 - Annual Meeting
- December 15
- January 26, 2022

Advance Reports

- MVMPCS Principal Report
- CCM GC Chair Update
- MMCI Lottery Committee Update

- MMCI Facilities Committee Update
- MMCI HS Expansion Committee Update
- Nominating Committee Update
- MMCI Financial Report 9/2021
- MMCI Finance Summary 9/2021

MVMPCS Principal Report

Submitted by Amy Dorman.

1. Tutoring is in full swing and currently serving 42 students (14%). They participate through invitation.
 - Meerkat Camp started October 16th with 21 students (7 primary and 14 lower elementary). They meet for 3 hours on Saturday. Three staff members run this program.
 - Power Hour started October 18th and meets after school on Mondays, Tuesdays, and Wednesdays. There are 16 upper elementary and 6 middle school students participating with three staff members.
 - 45 Virtual Tutoring licenses will be purchased and will be available to 6th, 7th, & 8th grade students beyond those coming for in-person tutoring.
2. Parent conference attendance was very high with near 100% participation. Families opted for virtual and in-person at approximately 60-to-40% ratio.
3. Full staffing remains elusive. We have had candidates not show up for scheduled interviews; we have had candidates turn down offers after HR has reached out to them; we have had candidates accept positions and leave after a month on the job. We currently have 3 full-time and one part-time positions unfilled.
4. Dr. Lippy shared with us this morning that FCPS will be hosting vaccination clinics at area schools, including charters. They will reach out to us with the scheduling information.
5. On October 14th we hosted a flu and COVID boosters vaccination clinic through the Love for Lochlin Foundation. It was so well attended by staff and families that they ran out of vaccines. Food and school supplies were also distributed, and a snowball truck was on campus.
6. Several staff members are looking forward to some down time and fun this Friday when we go try

CCM GC Chair Update

Submitted by Carrie Jean Rathmell

- Annual Fund Campaign at CCM

- Discussion occurred at the September GC meeting and continued at the October meeting and will continue again on the agenda for next week's November meeting. This is still a work in progress and has not reached completion. Letters for the campaign have been drafted for both the CCM community and for sharing with businesses. Letters need approval of GC before moving forward. Gathered rates of local private Montessori education. \$300 ask is the amount of one week's worth of primary at a local private Montessori school.
- Tara brought to our attention that the donation links on the CCM website are not all active links and also are dated with coming soon information dated 2018. Updates will be made in coordination with the annual giving campaign.
- Lottery Discussion at CCM GC
 - In discussion at the October GC meeting following up on the September BOT meeting, the CCM's GC confirmed that they support the current process at CCM of offering open seats by classroom level to provide students with sibling/staff priority at a different grade level in the same classroom a chance to attend before students from the general population waitlist in the same grade level or the declining student.
- Last one-year lease extension option under current lease at Corporate Ct for CCM for 2022-2023 school year
 - For Context: the GC & BOT voted last year to exercise the 2nd of 3 options to extend the lease for one year for the current 2021-2022 school year. Information about that vote can be found in the [GC minutes from the February 2021 meeting linked here](#). These minutes also include a link to a [copy of CCM's current lease](#) in the facilities report. [A recording of this GC meeting is available here](#).
 - Also for context: the 2022-2023 school year is the last year CCM can exercise the option of extending the lease for one-year. If CCM wishes to remain at the Corporate Ct location after the 2022-2023 school year, we will need to negotiate a new lease agreement.
 - Discussion will begin on this decision at the November 3 GC meeting
- Applying to publish Maryland EXCELS rating
 - Molly Carlson is managing the Maryland Excels accreditation. She is reporting on the status and upcoming request to publish deadline at the November 3 GC meeting.
 - In short, we believe we are on target to maintain step 5 when the COVID protection period ends do to Molly's efforts to continue the accreditation process.
- Nominations Status for CCM
 - Sherry Quinones and Carrie Jean Rathmell have been recruiting for elected positions on the GC and BOT drawing heavily from recommendations from Principal Horan. Sherry has had success with informal gatherings at Ballenger Creek Park and Carrie Jean has had success with posting ParentSquare signup opportunities to chat through Google Meet.
 - Believe we have:
 - at least 4 candidates (awaiting some paperwork) for the 4 open parent representative positions on the CCM GC (although the openings are for 3

regular parent reps and 1 GC chair parent rep and all of the candidates have expressed interest in serving as a regular parent rep).

- at least 2 candidates for the 2 open CCM parent trustee positions on the BOT.
 - We DO NOT have candidates for either leadership position: the CCM GC Chair or the CCM BOT VP (except for individuals who have agreed to cover the VP position in a pinch but anticipate not being able to cover for the full term because their children will age out or they anticipate applying for staff positions at CCM).
- I (Carrie Jean) continue to be concerned about the sustainability of the volunteer leadership model for our organizations. My concern particularly surrounds what I see as the growing number of volunteer leadership positions that both require a part-time job level of commitment and workload and previous experience (though not required) in a volunteer leadership role with CCM/MVM or MMCI. For CCM, we have exhausted our reserves and we don't have someone to step into either the GC Chair or CCM BOT VP role for the upcoming terms. I think the time has come to hire an MMCI staff person to cover the roles listed below. This would allow volunteer leadership and other positions on the BOT and GCs to focus their time on decision making rather than also being the worker bees doing the prep work to gather and prepare information needed to make decisions. I am also acutely aware that budgets are tight and asking for a new position when budgets are tight is a hard ask. This year CCM will be carefully reviewing the PPA budget and has hard decisions on the horizon regarding facilities and staffing levels as the only line items where changes can significantly impact the budget. To estimate salary and benefits at a professional level using FCPS projected teacher salaries for 2021-2022 school year, total compensation would range from \$70,000-\$110,000. This would be \$35,000-\$55,000 per school annually. This is 1.19%-1.87% of the school's PPA for 2021-2022.
 - Renewed Call for MMCI Paid Staff Position -
 - Technical writing
 - Annual report/charter renewal documents & presentation slides for both MVM & CCM
 - Accreditation including but not limited to Maryland EXCELS and AMS Pathways to Continuous School Improvement
 - Legal Contracts
 - Leases at current locations for both schools
 - Future leases, mortgages, Letters of Intent
 - Zoning (currently annual zoning exception for CCM at Corporate Ct Location)
 - Repair & Maintenance of facilities (landlord vs. MMCI responsibility)
 - Insurance coverage for CCM, MVM, and MMCI
 - Assessment Contracts which may include but is not limited to NWEA Maps, Avant Stamp (CCM Spanish), Scantron, DIBELS
 - Lottery Software & Policy
 - Facilities Projects
 - Liaison with professionals including builders, architects, real estate agents, project managers, lenders

- Future leases, mortgages, Letters of Intent
 - Government Regulations
 - Lead Testing of Water
 - Grant Applications (ESSER, PreSchool, etc.)
 - Lottery & Enrollment Regulations
 - Account Administrator for MMCI (including CCM & MVM) Google Accounts
 - Create, delete, and transfer ownership for accounts for CCM, MVM, & MMCI volunteers
 - Manage email distribution lists for CCM GC, MVM GC, MMCI BOT, & other Committees as applicable
- Facilities issues
 - This month, there have been issues with hot temperatures in classrooms. Repairs were completed by the landlord. Temperatures were good for several weeks and then issues returned last week. Marilyn can provide current update on status.
- Initial MCAP data
 - Initial MCAP data is in and has been shared by Marilyn with staff and CCM Leadership team. Generally speaking, the percentage of students meeting or exceeding expectations at CCM was below Maryland and FCPS in lower el, was above Maryland but below FCPS in upper el, and was higher for CCM than for Maryland or FCPS in middle school. More information will be shared in the coming months as part of the annual report process.
- Awaiting direction from Dr. Lippy on if vaccine or weekly testing requirements apply to any groups at CCM
 - Dan Lippy was unable to attend the CCM Leadership so we have not yet had opportunity to ask for clarification on the following information distributed to the community by FCPS.
 - [Letter to the FCPS Community Regarding Health Protocols](#) -
 - modify our procedures for identifying close contacts and quarantining students.
 - Starting the week of December 6, students taking part in athletics, performing arts and other extracurricular activities that have interscholastic competition must either show proof of vaccination against COVID-19 or participate in a weekly screening test program.
 - The activities that are immediately affected by this decision are winter athletics, extracurricular performing arts (drama productions, choral and music performing groups), Model UN, academic team and mock trial. FCPS will evaluate other extracurricular groups based on the ability to wear a facial covering while participating, engagement in interscholastic competition and whether the activity is conducted indoors or outdoors.
- CCM continues to work on completing final drafts of volunteer role job descriptions to share with the community.
- Annual Zoning Exception for CCM at Corporate Ct location is in progress. Emails have been submitted to the zoning board with no response. Next course of action as of the October 6 GC meeting was to follow up with phone calls.

Votes:

- Approval of Funding for Staff Appreciation Dinners During Conferences with donations collected from Parents in ParentSquare (revision in progress to approve additional funding).
- approve up to \$1200 for 6 Enterprise Edition Camera Licenses from the FCPS Avigilon price list from Technology Esser funds if available and if not from the technology class 04 account 73024 tech materials and supplies less than \$5000
- motions to submit to MMCI that the CCM GC consensus is to continue filling open spots with sibling and staff priority within the same cluster level and classroom.
- motions to approve up to \$80 for mulch and up to \$100 for sand for the playground using money from the CCM MMCI Checking account with Travis Creamer signing out the debit card to make the purchase.

Upcoming Meeting Dates

- CCM GC Nov 3, 2021 7 pm Google Meet
- CCM GC December 1, 2021 7 pm Google Meet

MMCI Lottery Committee Update

Submitted by Jen Swafford on 10/24/21

CCM has 318 enrolled

4 offers have been made since 9/27, 2 accepted, 2 declined, 0 pending offers

MVM has 295 enrolled and 3 pending offers (two in 6th, one in 7th), 2 accepted, but not registered (one in PK4, one in 4th)

46 offers have been made since 9/27, 7 accepted, 34 declined, 5 offers pending (above)

- Please provide a follow up based on last month's questions.
- Recommend finding two more volunteers, one from each school, to help with the lottery before the December 2021 meeting. CCM is creating a "CCM Volunteer Catalog 2021-2022," please review and provide feedback.

Lottery Administrator

Job Description & Time Commitment

- [Requires signed MMCI Confidentiality Agreement Form](#)
- Requires daily access to a computer
- Understanding of MMVI lottery process, rules and procedures
- Utilize the MMCI lottery program (SmartChoice) for all MMCI schools to:
 - Review 2,500+ applications
 - rectify error flags
 - link siblings
 - assign priority levels to staff and siblings of existing students
 - accept applications
 - Run the lottery (held annually)

- Offer seats to students as they become available
- Provide a monthly report to the BOT
- Respond to parent questions via email and occasionally speak with parents on the phone if needed
- Work with school principals and assistants to fill slots as needed based on school preference

Dates & Times (if applicable)

- Daily (5-20min/day)
- Heavier times during
 - Lottery application period (Jan-March)
 - Offering of seats at the beginning of the school year (Aug-Sept)

Location

- Anywhere with private internet access

Point of contact

- Lottery Committee
- Tara Dunsmore, President, Board of Trustees
- Principals and Administrative Assistants of each school
- Other lottery volunteers

| CCM | | | *** FILL BASED ON SIBLING PRIORITY IN LE and UE *** | | | |
|-----|----------|---------------|---|-------|----------------------------|--------------------|
| | Enrolled | Pending Offer | Waiting on Reg/Paperwork | TOTAL | Staff/Siblings on Waitlist | |
| PK3 | 18 | | | 18 | 3 | |
| PK4 | 30 | | | 30 | 0 | Primary Total (78) |
| K | 30 | | | 30 | 0 | 78 |
| 1st | 30 | | | 30 | 0 | |
| 2nd | 31 | | | 31 | 1 | LE Total (90) |
| 3rd | 29 | | | 29 | 7 | 90 |
| 4th | 30 | | | 30 | 0 | |
| 5th | 32 | | | 32 | 1 | UE Total (90) |
| 6th | 28 | | | 28 | 0 | 90 |
| 7th | 31 | | | 31 | 0 | Middle Total (60) |
| 8th | 29 | | | 29 | 0 | 60 |

| | | | | | | |
|--------|-----|---|---|------------|----------|--|
| Totals | 318 | 0 | 0 | 318 | 318 GOAL | |
|--------|-----|---|---|------------|----------|--|

| MVM | *** ALWAYS KEEP GRADES EVEN OVER SIBLING PRIORITY*** | | | | | |
|----------|--|---------------|----------------------|------------|----------------------------|--------------------|
| | Enrolled | Pending Offer | Waiting on Paperwork | TOTAL | Staff/Siblings on Waitlist | |
| PK3 | 12 | | | 12 | 6 | |
| PK4 | 17 | | 1 | 18 | 0 | Primary Total (60) |
| K | 30 | | | 30 | 0 | 60 |
| 1st | 30 | | | 30 | 0 | |
| 2nd | 30 | | | 30 | 1 | LE Total (90) |
| 3rd | 30 | | | 30 | 1 | 90 |
| 4th | 29 | | 1 | 30 | 0 | |
| 5th | 30 | | | 30 | 0 | UE Total (90) |
| 6th | 28 | 2 | | 30 | 0 | 90 |
| 7th | 29 | 1 | | 30 | 0 | Middle Total (60) |
| 8th | 30 | | | 30 | 0 | 60 |
| Totals : | 295 | 3 | 2 | 300 | 300 GOAL | |

MMCI Facilities Committee Update

Submitted 10/26/21 by Molly Carlson

- MVM's Dill Avenue property recently went under contract for purchase. This was not unexpected. The existing lease will continue through June 2022, regardless of the for sale status and the MVM future facilities committee is exploring options for a temporary space or short-term lease should the sale be finalized before a new location is established.
- MVM toured a potential rental property in the City and is in discussions about the rental rate.
- The CCM GC must vote on its lease no later than January 2022. Options include exercising the one remaining 1-year lease option for 2022-23, negotiating a different lease term, or not renewing the lease because a different facility option has been found.
- The group discussed FCPS, Board of Education, City, County, and State advocacy initiatives.
- Tara and Kathleen met with Charter School Capital about financing options; a representative will present at the meeting on 10/27. The committee needs to secure quotes from two additional funding agencies for BOT review.
- The MMCI website was updated with [information about our Facilities Search](#).
- The recommendation from Studio MB Architects is that a combined CCM/MVM campus would require a minimum of 72,142 square feet.

- Ken Breen continues to scan for properties.
- As discussed at the September meeting, MMCI did submit an offer for a potential shared campus but the seller chose to go with an offer from a developer.
- We are prepared to continue with zoning advocacy that was started in September when/if a viable County property is located.

MMCI HS Expansion Committee Update

Submitted by Tara Dunsmore

- Feedback is expected from FCPS this week, we anticipate feedback requesting a much more detailed facilities plan as well requests for more detailed curriculum planning and school operations. Once the feedback is received, MMCI will have until Nov 11 (around 10 days) to respond with supporting documentation and answers to any questions. The plan for this response is very tentative because we can't predict what responses might be needed. Tentatively Amy Dorman will be focusing on responding to any curriculum questions. Questions regarding school operations and a facilities plan may need to be addressed by the MVM GC with a quick turnaround.
- Any questions or requests from FCPS that require a significant change to the original proposal (such as # of students, timelines, budgets, etc.) may need to be approved by the GC and or the BOT with a quick turnaround time. All BOT and MVM GC members should be prepared to monitor email more frequently during this period (now through Nov. 11) and expect potential evotes to be introduced with expedited timing for discussion and voting.
- Grant awards are expected to be announced by MSDE sometime the first week of November. The interview with MSDE went very well and we feel optimistic that MVM will be among the recipients of the grant. Our hope is that we will have this information prior to the final submissions to FCPS, as this will have a significant impact on the feasibility of the project. 2 new policies are on the agenda for approval, both are financial policies that MMCI did not currently have in place that are required to be eligible for the grant.
- The committee is currently working on communications strategies to generate support for the project within our community as well as the greater Frederick community. Community support will be extremely important as this goes before the Board of Education in December. We will need letters of support from the community as well as strong indication that we will reach our enrollment goals. Public support for the 11/22 and 12/8 board meetings will be crucial so mark your calendars.
- Timeline:

| Date | Action |
|--------------------------|--|
| 8/27/2021 | Saturday submission of application by MMCI, Inc. |
| 9/1/2021 | Letter confirming receipt of application and timeline for the process |
| 10/25/2021 to 10/29/2021 | Window of time to meet with applicant to share feedback and allow for adjustment |

| | |
|------------|---|
| 11/11/2021 | Applicant provides response to feedback |
| 11/22/2021 | Superintendent's Recommendation @ BOE Meeting |
| 11/27/2021 | Adjusted final application due |
| 12/8/2021 | Last Board Meeting to make a decision |
| 12/22/2021 | Final determination with explanation due to applicant |

- Diversity, Equity & Inclusion Update (no report received)

Nominating Committee Update

Submitted by Jen Kuhn on 10/25/21

- So far only two individuals have actually filled out their nomination form.
- No individuals intending to run again on the BOT or either GC have filled out the nomination form. So far only one individual planning to run again has verbally confirmed.
- CCM seems well positioned for filling all of their school specific positions on the BOT and GC other than VP and GC Chair which is a huge concern
- MVM so far has not had anybody apply for any positions or confirm they will run again.
- There have been no Friend of Ed applications
- Carrie Jean and Sherry McCoy-Quinones have been discussing open positions at informal Friday gatherings and Carrie Jean has been holding sign ups for one on one chats for individuals who are interested.
- Jen Kuhn will hold parking lot Q&A times to discuss positions (I would like to stress this is not really the role of the secretary but there is not currently an active engaged Nominating Committee and the only MVM parent member is new and less strategic focus) and Tori has confirmed the GC will support and Tara will be offering phone time slots.
- EVERYBODY on the BOT and GCs should be reaching out to individuals they know that may be good fits for open positions.

Timeline:

Wednesday, November 3, Nomination forms due,

Tuesday, November 9, deadline to have ballots loaded

Wednesday November 10-17 Online early voting window

Wednesday November 17 - Annual Meeting, voting open for 24 hours

Open Positions for Ballot:

BOT

VP MVM (term start 7/1/22)

VP CCM (term start 7/1/22)

Treasurer (term start 7/1/22)

2 MVM Parent Trustee (1/1/22-12/31/23) (Nichole and Elise's positions)

1 MVM Parent Trustee (through 12/31/22) if not filled prior (Amy Sullivan's position)

2 CCM Parent Trustee (1/1/22-12/31/23) (Jen Mayo and Shemica's positions)

- One application received, one verbal commitment to apply

2 Friend of Ed (one through 12/31/23, one through 12/31/22)

CCM GC

3 Parent Reps (Jan 1, 2022-Dec 31, 2023)

1 Parent Rep ((Jan 1, 2022-Dec 31, 2022)

- Of the four positions 1 application has been received, several individuals have expressed interest in the other positions, nobody is interested in the GC Chair position so far

3 Friend of Ed (Jan 1, 2022-Dec 31, 2023)

MVM GC

2 Parent Rep (Jan 1, 2022-Dec 31, 2023)

1 Friend of Ed (Jan 1, 2022-Dec 31, 2023)

MMCI Finance Summary 9/2021

Submitted by Jeff Koehler

MMCI Accounts^

Operating Funds \$83,177

Operating Reserve \$100,000

Facility Reserve \$251,008

CCM Accounts

Current Facility Fund Savings \$383,072

PPA surplus in FCPS Reserve \$931,498

PPA surplus in FY22 budget \$83,454

Unrestricted checking account cash \$112,113

MVM Accounts

Current Facility Fund Savings \$793,767

PPA surplus in FCPS Reserve \$825

PPA surplus in FY22 budget \$459,450

Unrestricted checking account cash \$58,937

Expenses paid over \$2,000 threshold

DeLeon & Stang (partial audit bill) \$7,500

MMCI Budget

As of the end of the 1st quarter, MMCI has 79% of the funds budgeted for expenses remaining.

^Totals include funds from Admin Fee check from FCPS that was deposited on 10/7/2021.

A bill from Lisa Graditor, MVM parent & attorney, was received. As of September 27, she has provided 8.9 hours of pro bono legal services of the 10 hours she offered MMCI to help with purchase of a facility/property. Most of the service provided has been regarding LOI's.