

# Laramie Montessori Board of Trustees

## Regular Board Meeting Minutes

October 18, 2023

6:30 PM

**Location:** Laramie Montessori Charter School

**Zoom:** <https://acsd1-org.zoom.us/j/93415596199?pwd=WThlaEJURExzNUV6R1JyNWVoVEFnQT09>

### 1. Opening (6:36 pm)

*The Mission of Laramie Montessori School is to support the development of the whole child through an authentic Montessori environment that honors the child's intrinsic motivation to learn and supports each individual's unique intellectual, physical, social, and emotional development.*

#### 1.1 15-Second Montessori Moments

- **Rich:** Shared a story about his son sweeping the floor.
- **Jeff:** This year we have a challenging primary class with new students integrating into the school. He's impressed with the attitude of the teachers and staff that are working with these students. Meeting with district staff to get an idea of what additional help we can provide.

#### 1.2 Roll Call

- **Present:** Shawn, Megan, Carter, Rich
- **Absent:** Amy, Emily

#### 1.3 Approval Of Agenda

- Shawn motions to approve agenda; Megan seconds: unanimously approved.

### 2. Minutes

#### 2.1 Approval of Minutes

- Megan motions to approve agenda; Shawn seconds: unanimously approved.

### 3. Audience Communication

#### 3.1 Teacher Representative

- **Jeff**
  - Parent teacher conferences have had about 90% attendance by parents. Reaching out to parents.
  - Friday (10/20/2023) is a half-day. Teachers will be working in the afternoon to get their progress reports done.
  - Next week (10/23/2023) is a short week (Fall Break).

- The field trip to Happy Jack is postponed to the second Friday of November (11/10/2023).

### 3.2 PTO Updates

- **Jeff:** Emily and Jeff met about the Fall Festival. It was very successful last year, but it was run by the PTO. This year, the PTO is defunct. There are parents that would like to participate, but no parents that want to run the PTO. It may make sense to roll it into one of the committees.

### 3.3 Open Communication

- **Janelle:** We're doing well. The kids were sad that that field trip was cancelled, but many of the kids have been sick with RSV, flu, COVID, and strep throat. They are excited to go in November when everyone is healthy.

## 4. Monthly Financial Report

### 4.1 Financial Statements

- Financials not ready because of the early meeting.

### 4.2 Budget Discussion

- No budget discussion until next year.

## 5. Reports

### 5.1 Director's Report

- School Enrollment Summary
  - Down one more student who was a first grader. But Jeff was contacted by a parent who would like to enroll another Lower EI student.
  - Only one class is full (Janelle's)
  - Andrea has 2 openings.
  - Upper EI has several openings.
- Fall Festival: Thursday 11/9/2023
  - Scheduling is difficult after 11/9
  - Offset Staff has started putting together preliminary plans to coordinate with Friends of Laramie Montessori for the Fall Festival
  - Last year was very successful with lots of families attending. It was a big fundraiser.
- WY-TOPP:
  - School Improvement Plan
    - Due to Wyoming by the end of the month.
    - It is an extensive template that the state requires for all schools in the state.
    - WY-TOPP scores relate to what should go into the School Improvement Plan. However, being a Montessori school, we will include additional information.
    - In Language Arts the Montessori was in the basic zone.
    - Math was a different story. In most categories we were below basic:

- No Subgroups were above basic:
  - Whole School
  - Males / Females
  - Ethnicity
  - Students on IEP
  - Students on Free and Reduced Lunch
- Assessments
  - Jeff believes that we over assess the kids.
  - A couple years ago we were assessing the kids every month or month and a half.
  - Kids get nervous when taking tests.
  - Staff agrees that we need to step back from most of them.
  - EasyCBM: Track the students to see where they are performing well, where they are underperforming, and track them over time to monitor their progress.
  - WY-TOPP interims:
    - It is difficult to track students and their progress.
    - One drawback to not performing this assessment is that kids will not get to practice the language of the actual questions.
    - Goals in the School Improvement Plan have been designed to mitigate this issue.
  - 3 Goals in the School Improvement Plan:
    - Higher Level Problem Solving
    - Math Vocabulary
    - Student Centered Practical Life Experience

## 5.2 Committee Reports

- No committee reports.

## 6. Old Business

### 6.1 Continue Discussion About Aligning Board Activities with Strategic Plan

- **Carter:** Briefly recapped prior discussions about trying to align the Board committees more closely with the goals on the strategic plan.
- **Strategic Plan Groups**
  - Increase Family Engagement
  - Further Develop Experiential Education
  - Build Community Relations
  - Strengthen Internal Operations
  - Facility Growth
- **Existing Committees**
  - Finance
  - Resource Development

- Facilities
- Accountability
- Policy and Planning
- Nominating
- **Potential Committee/Strategic Plan Alignment**
  - Resource Development → Community Engagement, Increase Family Engagement
  - Facilities → Facility Growth
  - Accountability → Further Develop Experiential Education
  - Policy and Planning → Internal Operations
- In the next meeting we should discuss a potential ad-hoc PTO committee.

## 7. New Business

- No New Business

## 8. Audience Communication

- No Audience Communication

## 9. Adjourn (7:37 PM)

- Megan motions to approve agenda; Shawn seconds: unanimously approved.