

**Laramie Montessori Board of Trustees**  
**Regular Board Meeting – Minutes**  
**Location: Laramie Montessori Charter School**  
**Laramie, Wyoming**  
**December 14, 2022**  
**6:30 PM**

I. Opening (6:30 pm)

Mission Statement: “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.”

A. 15 Second Montessori Moments:

- Parade experience – Norm
- Jeff – new ELL teacher

B. Roll Call: All present, except Amy who was stuck on winter roads trying to get back to Laramie.

C. Approval of Agenda: Rich moved, Megan seconded – approved. Passed unanimously.

II. Minutes

A. Approval of Minutes, Board Meeting, November 16, 2022: Megan moved, Rich seconded, the November minutes approved as submitted. Passed unanimously.

III. Audience Communication I

A. Teacher Representative:

- a. Teachers all doing lessons to represent winter holidays around the world.
- b. The Informance on the 13<sup>th</sup> went really well.
- c. Teachers gearing up for a spring semester.
- d. Title Team focused on phonics assessments this year to fill holes that COVID caused (lapses in instruction). Some of the assessments took longer than anticipated since some of the kids kept going (several kids we didn’t think had grown that much showed tremendous growth). Teachers have been gearing toward increased goals to be implemented next year and have been doing extra preparatory lessons, and this really showed in the assessments.
- e. Important to keep kids engaged in something during the summer. The growth kids from this year’s program showed demonstrate the summer program’s benefits.

B. Open Communication:

- a. Lindsey – Counseling data from last year:

- i. Guidance lessons provided every other week. Teachers will let her know other things they would like her to touch on with students as needs arise.
- ii. Last year, 6 IEP students routinely received counseling services. 62 referrals for outside services. Last year's group counseling in Upper Elementary (with 10 members) lasted a shorter time than envisioned, primarily due to some members deciding not to continue, which in turn affected the interest level of other members.
- iii. Last year's crisis numbers were an increase from prior years (perhaps stemming in part from the pandemic and increased stress and trickle-down effects). This year seems to be on pace to also see an increased number of crisis cases – an increase particularly in homelessness in Wyoming, which we are seeing higher incidence of here in Montessori too.
- iv. Trying to support the staff more through offering fun and uplifting activities. Lindsey's lessons this year are being built around community and belonging, which is a big change from before.

#### C. Other Communication:

- a. Janelle Still – wasn't able to go to the basketball game outing, but heard it was a great time. Wanted to mention also the Nutcracker – 18 of 20 upper elementary students voted they wanted to have a lower elementary buddy for the outing, only 2 did not. Was a great example of Montessori helping. The program last night also showed great helping.

#### IV. Monthly Financial Report

##### A. Financial Statements November:

- a. Norm tracked down where the Title I monies. Found out it had been being deposited into a different account than expected, but has it now sorted out. Fighting the bank change – been a little rough. The finances all look good – everything should be at about 46.3 and we are now at about 46.9 on the actuals.
- b. Moved some things around: Montessori consultants, now put under training. PTA income is going to go up since moved some money that had come in for fundraisers through PayPal. Budgeted janitor to be full year, but only going to be 9 months, so going to have some additional money to put toward maintenance. Jeff has ideas for how this can be spent.
- c. Rich moved; Megan seconded that November financials be approved. Passed by consensus.

#### V. Reports

##### A. Director's Report:

- a. Three new students starting in January – a 2<sup>nd</sup> grader, a 4<sup>th</sup> grader, and a kindergartner. Jeff has heard that there is another family with 2 students where the father is getting transferred, so may lose those 2. Also another student whose father has not found work

here and is looking in Texas, so may lose that student too, but these are all work factors outside the school's control.

- b. Added a new staff member in Title 1 starting on January 3<sup>rd</sup>. She started her student teaching in Rawlins the first part of the semester, and the second part of the semester has been in Ireland as part of UW's overseas student teaching program. Jeff has talked with her and has been hearing about her work there with Ukrainian refugee children, so she may be a good fit with our ELL program perhaps. One staff departed due to family move and we have reshuffled around to fill empty positions.
  - c. The group that did the promotional film for us is wanting to start a charter school group in Wyoming. Jeff got to meet the new principals of the charter schools in Cheyenne and Cutwater – a rural agriculture-focused program there. A lot of their students will be from around the state – distance students with some on-site. The legislature gave another option – instead of chartering through a local district, you can charter a school through the state. This is something we may want to talk about (Charter School bill) because there is a chance the word “may” will be changed to “will”, which will mean that we won't have a choice about chartering through the local district, and must go through the state board to renew our charter. One goal of the new WY Charter School Association would be making sure that word “may” stays in there.
  - e. Sometime in later January or early February, we are trying to plan some kind of a charter school day at the capital. The legislators love to listen to kids. When Jeff was at the virtual school, took students to talk with legislators and it was a great experience and very helpful. We can take kids there and tour the capital, have them listen in on the debates and have our local representatives acknowledge the group from the floor. Don't have a date yet, but looking to schedule it and will update the board on when it will happen. Will help educate the kids on civics and be good for the school.
  - f. Series of three meetings (a pre-meeting, another to make sure we have all the facts correct, and then a final meeting to go through the data with the state facilities commission to make sure we are in a good situation for classrooms and all). Next year we will likely be a classroom short, so this is good timing. We will make sure we have all our ducks in a row so that we can advocate for a portable building or whatever else may be needed. We know we need it, but need to make sure it matches what the state thinks we need according to their rubrics. Emily can join Norman and Jeff at these meetings. There is a web training on how they prepare for these meetings.
  - g. We can show we are filling the building, though Jeff observed that we have to first find out how they are thinking about the preschool program kids, since these don't count as K-12 student numbers.
  - h. This week is the end of the semester before the break. The school will take the kids to Undine Park again and have hot chocolate.
- B. Committee Reports: Opened the floor for committee updates and reports.

- a. Development Committee: will wait on new asks until can coordinate with PTO on timing.

#### VI. Old Business

- A. United Way agency requirements in updates: Personnel change at United Way. Megan will meet the new person and carry on.
- B. Afterschool program updates and support: With personnel changes in Superintendent office, things are in a holding pattern. Will re-up the PIP anyway. Show them we are going to apply for CCLC and use ESSR funds in the interim. (Three paths for going forward). The teachers have started the PIP and have been setting their SMART goals.

#### VII. New Business

- A. By-laws edits and approvals: Per legal recommendation, two committees added, and the grievance committee removed. Rich moved; Megan moved to accept the changes to the by-laws as proposed. Approved unanimously. Emily will clean up the formatting and get these changes added and posted for public comment.

#### VIII. Executive Session – Personnel (WY Stat 16-4-405)

PREP PHASE FOR EXEC SESSION: Discussion of Director's goals with overview by Director on what actions he has taken toward each. Megan moved, Rich seconded that, per WY Stat 16-4-405, the Board move into (and then again out of) executive session to address personnel matters.

Resumption of regular meeting and report out of action decision: Director approved for a 2.5% bonus (since everyone else got a 5%), and contingent 2.5% at end of spring. Megan will have Norm write a check tomorrow.

#### IX. Audience Communication II

N/A

#### X. Adjourn

- A. Rich moved, Megan seconded the meeting be adjourned. Passed unanimously.