

Laramie Montessori Board of Trustees
Regular Board Meeting – Minutes
Location: Laramie Montessori Charter School
Laramie, Wyoming

June 22, 2023
6:30 PM

On-Line Attendees: N/A

I. Opening (6:32 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:

- Heidi – collaboration in LEGO robot construction during summer STEM program.
- Also, teaching each other during gardening activity
- Emily – last night was their last baseball night of the season. Gordon had an amazing hit and Oak (on the other team) was cheering for him and just as excited for his classmate on the other team – good cooperative play rather than just competition.

B. Roll Call: All present (Emily, Rich, Shawn, Carter, Amy, and Megan)

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

II. Minutes

- A. Approval of Minutes, Board Meeting, April 27, 2023: Rich moved and Carter seconded to move the approval of the May minutes to our next meeting in July. Passed unanimously.

III. Audience Communication I

A. Teacher Representative (Heidi):

- a. Full Title I application was approved by the school district. With all the attachments, it’s over an hundred-page document.
- b. Started our summer program last week – with attendance around 60 students every day with Pre-K and around 15-18 for the summer care program. Going well so far.
- c. Assistant teachers for the summer care program are also working to develop structured activities with the kids.
- d. Most of the teachers have been in and out of the building doing things to get ready for next year already.
- e. Amy asked if it is mostly younger children in summer program or also includes upper elementary – Heidi said it was a good mix of both.

- B. Open Communication:
 - a. PTO Communication – No new information to share from PTO
- IV. Monthly Financial Report
- A. Financial Statements May:
 - a. Norm hadn't arrived yet, so Megan offered to address any questions about the financials and budget.
 - b. Rich moved to approve the May financials as presented, Carter seconded. Passed unanimously.
- V. Reports
- A. Director's Report:
 - a. Jeff has discussed with Dr. Goldhardt, the district superintendent, the 3% charge the district was levying on the charter budget, and they have now agreed to hold off on this for this year since it had not been negotiated or discussed and will revisit the issue later. Will see what the new legislation portends going forward.
 - b. Enrollment summary. For 2023-2024 preliminary summary – Primary has 6 spots left. Lower EI is completely full. Upper EI has 13 spots left open. Total projected enrollment at 105. Current year is 97.
 - c. Training – 5 staff going to training in early August (first two weekdays of the month). Jeff is in conversation with MECR about possibly sending a trainer here to Laramie instead of sending them down to Colorado. Jeff and new SPED teacher will be attending a workshop at UW on special education.
 - d. School wide Title is in with the State now. Jeff and Heidi went to the Board meeting prepared to present on our Title proposal, but the Board had much to deal with and time was not available in the night for the presentation to be made. It was approved anyway.
 - e. LMCS will be getting a set of giant LEGO blocks (about 24 feet by 9 feet).
 - f. There is a whole new crew at the church office now. Jeff received a nice email from them today. The church is having a big celebration coming up and they would like to borrow tables and chairs for it (these are their property anyway). The church is also working with Jeff on their efforts to follow up with the companies on the boiler issues from this past winter. The relationship is working well in Jeff's estimation.
 - g. Director Goals and Priority List section of Director's written report:
 - i. Website update – Makena aiming to get this done before the start of the new school year.
 - ii. Jeff will continue his planned walk-thru and observation process in the coming year. Will get these scheduled to start in September.
 - iii. Family engagement – continuing weekly email updates to parents, working with Christina on these.
 - iv. Experiential Education – Jeff is working with Kaylie Vendela to continue building the Practical Life Coordinator position out and how she can help teachers in increasing their traditional Montessori instruction in classes.

- v. Building community relations – Jeff has on his to do list for August to reach out to Representative Karlee Provenza and Senator Chris Rothfuss to invite them to visit Montessori. He would like to learn more about their thoughts on charter schools and build those relationships.
- vi. Internal operations – Jeff plans to bring in intentional compliments / kudos / good observations among the staff in meetings. Jeff has been reading and seeking ideas on ways to improve school culture.
- vii. LMCS facility growth – at capacity and if growth continues we will be overcrowded. Jeff is looking into getting a modular unit for the building.

B. Committee Reports:

- a. No committee reports submitted this month
- b. Facilities committee should hold a meeting soon.

VI. Old Business

- A. Emily attended the school staff meeting this past month and looked at the progress on the Strategic Plan. Discussion of planning document presented in written attachment section of agenda.

VII. New Business

- a. Discussion of Director report structure and functions for 23-24.
 - i. Amy offered suggestions on how Jeff might report back to the Board on progress toward his goals for the year – e.g. providing a written summary on his observations from walk-throughs, etc.
 - ii. Keep track of how many walk-throughs, etc. to ensure that each teacher has multiple opportunities for feedback during the year. Jeff mentioned that Kaylie will be doing these also, but in a non-evaluative way, just to provide suggestions and ideas for adding to the Montessori approach used in the classroom.
 - iii. Emily likes the idea of Jeff sharing what he is learning with the Board, which also gives us a better idea of how the school culture is growing and what challenges may be emerging to address.
 - iv. Carter mentioned that it would be good to get earlier opportunities to solicit feedback and to offer feedback for purposes of evaluation. Amy also suggested this could be a monthly addition to the Director's report, to provide feedback.
 - v. Jeff will structure future Director's reports around the Strategic Plan also to help him keep those goals in mind throughout the year also.
 - vi. Jeff will provide us a new model for director reports and we can refine how we approach and restructure evaluation process and feedback collection at the next meeting.

VIII. Audience Communication II

N/A

IX. Adjourn

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