# Laramie Montessori Charter School - Home

# Laramie Montessori School

# Meeting Minutes

30 July 2020

1. Opening

Adjourn
Jana Heisler-White called to order the regular meeting of the Laramie Montessori Board at 6:30 P.M. on 30 July 2020 via ZOOM.

The Mission of the 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. 15 second Montessori Moments

Jana Heisler-Whiteconducted a roll call. The following persons were present: Board Members: Jeff Versoky, Ashlee Kupilik, Jana Heisler-White, Megan Hawken. Let it be noted that Josh Kaffer was not present this evening.

1. Jana Heisler-White read the agenda items and amended items as follows;

June financial reports will not be approved at this meeting, as we do not have them and it is not reasonable to approve them until the audit has been completed.

New Business- New Board Role Nominations (7b), Committee Appointments (7c) Series of Meetings of the Board 2020 (7d).

Megan Hawken made a request for the revision of her last name. Jana Heisler-White accepted said request.

Megan Hawken made a motion to approve with amendments, which was seconded by Ashlee Kupilik

1. Minutes

Jana Heisler-White read the meeting minutes from the previous meeting. Minutes were approved as read.

1. Audience Communication
2. Teacher Representative – Kaylie Vendela is the teacher representative and had no questions or comments.
3. Open Communication- Andi Summerville asked for and was given directions to the Board Agenda on the website.
4. Reports

Committee Reports- Facilities will be moving forward with amending the lease to become a full-service lease. Laramie Montessori Attorney is working on the lease with the church.

Finance- The school received the final ADM number from Albany County School District which totals $896,696.00. The CARES ACT money received will total $22,458.00 The 2020-2021 budget will need to be revised with revisions pertaining to the new lease, ADM, and CARES Act monies.

Director’s Report

1. Enrollment Summary- as of 30 July 2020 Laramie Montessori enrollment totaled 88 students. A breakdown of 22 Kindergarten students, 43 Lower Elementary students, and 23 Upper Elementary students.
2. Resignations- The Lower Elementary Teacher’s Assistant resigned. The position has been posted and applicants appear to be promising. A committee hiring committee will be put together to fill this position.

The SPED paraprofessional resigned and Albany County School District will take care of filling the position.

1. Title- Laramie Montessori will meet with Albany County School District on 31 July 2020 to obtain information on becoming a full Title school. The deadline for paperwork submittal is 15 August 2020. Fall Title Night is tentatively scheduled for 3 September 2020.
2. COVID- The school will be using monies from the CARES Act to purchase necessary safety supplies, including; a portable handwashing station, plexiglass for the Administrate Assistant’s area, social distancing floor markings, PPE and touchless hand sanitizers. Administration has also started looking for PPE donations.

500,000 masks will be distributed amongst Wyoming schools. Bronwyn has made the necessary connections to ensure that Montessori is included in the distribution.

The “calming room” will be converted into a “health room” for students and staff who are sick and/or showing possible COVID symptoms. This room will have a direct route to the front entrance and the bathroom in the Office Manager’s space will be used by occupants of this room. An alternative restroom will be designated for staff members who do not wish to share this restroom.

Spaces will be rearranged to ensure social distancing guidelines are being followed. Outdoor opportunities for learning will be taken advantage of as long as the weather permits.

Teacher and Family surveys have been sent out and Director Jeff Verosky has received a lot of good feedback from teachers and families. Feedback from teachers ranged from input on outside teaching opportunities to creating a safe environment for students and staff. Family feedback was topped with having concern for students going back to school and was followed by a tie of very concerned & not concerned at all. Feedback included a wide range of concerns from wanting students to wear masks and preferring that students not wear masks. Attendance was also a concern. Parents are asking if there will be flexibility in the number of days that can be missed, as a positive COVID test or being in contact with someone who has tested positive for COVID require a 14 day quarantine.

A Leadership meeting will be held with staff to educate them on sanitizing classrooms and materials. Specials will continue, though the specifics will still need to be addressed. While Montessori is following the District’s Reopening Plan, specifics pertaining to Montessori will be discussed and implemented after this meeting.

Montessori will continue to follow state, local and federal guidelines, and will continue to keep lines of communication open with Albany County School District, as well as with Montessori schools across the region.

1. Audience Communication II

Board Chair Jana Heisler-White called for audience communication.

 Audience member Andi Summerville comments that she has not received any information from Laramie Montessori since May 2020 and would like to be more informed of what is going on and the processes that we are going through. Andi asked that the Reopening Plan be released as soon as possible so parents can make decisions. Andi asked how specials will work, how group work will happen, how students will be socially distanced with the current classroom setup, what the plan for virtual education is, and if we will be using the Canvas platform or something different. Jeff Verosky agreed to meet with Andi on 31 July 2020 to discuss her concerns.

* 1. New business/summary of discussion

1. Presentation and Approval of LMCS 2020-2021 School Calendar

Two calendars were put together. “Calendar One” followed the District schedule, while “Calendar Two” would start a week earlier and end a week earlier than the District schedule. Concerns for implementing “Calendar Two” arose, as all changes at this time could cause a great deal of uncertainty with Transportation. With the current number of busses available to Laramie Montessori for route bussing, while following COVID safety regulations, students will have to be bussed in a tiered fashion, or more busses will be needed to meet transportation needs. After some discussion it was decided that Laramie Montessori will follow “Calendar One” for the 2020-2021 school year. Megan Hawken noted that there were changes made to the calendar and were approved by Albany County School District’s Board of Education on 30 July 2020. These changes included the 21st, 24th, and 25th of August being changed to half days and being used as professional development or teacher work days. These changes do not affect school days, as half days count as full days. Jeff Verosky would like for these three days to be used to implement any necessary changes to student and staff safety, as well as getting students used to a new routine.

Jana Heisler-White called for additional comments or questions from the Board.

Heidi Kindsvater asked for calendar information to be mailed to staff, so they can finish prepping their calendars. Jeff Verosky will send proposed calendar changes to Laramie Montessori School Board on 31 July 2020. Calendar amendments were not included in the Board Packet; therefore, the Board will have to approve the calendar via email or hold a Special Session for calendar approval. After the calendar is approved, Jeff will send the calendar to staff members and will ensure that it is also posted on the website.

1. New Business

**Nominating Committee Board Appointments after Annual Meeting**

**New Board Role Nominations**

Jana Heisler-White’s term expired last year and a recommendation was made by the Nominating Committee for Jana to serve on the Board for an additional year.

Ashlee Kupilik made a motion to nominate Jana Heisler-White for the position of Chair/President of the Laramie Montessori School Board. Megan Hawken seconded the motion. Jana accepted the nomination.

Ashlee Kupilik made a motion to nominate Megan Hawken for the position of Treasurer of the Laramie Montessori School Board. After some discussion Jana Heisler-White seconded the motion and Megan accepted the position.

Megan Hawken made a motion to nominate Ashlee Kupilik for the Position of Secretary of the Laramie Montessori School Board. Jana Heisler-White seconded the motion and Ashlee accepted the position.

Ashlee Kupilik made a motion to nominate Josh Kaffer for the position of Co-Chair/ Vice President of the Laramie Montessori School Board. Megan Hawken seconded the motion, and as Josh was not present, his answer was not recorded at the meeting.

**Committee Appointments**

**Series of Meetings of the Board 2020-2021**

* 27 August 2020 at 6:30 P.M.
* 24 September 2020 at 6:30 P.M.
* 29 October 2020 at 6:30 P.M.
* 19 November 2020 at 6:30 P.M.
* 17 December 2020 at 6:30 P.M.
* 27 January 2020 at 6:30 P.M.
* 25 February 2020 at 6:30 P.M.
* 25 March 2020 at 6:30 P.M.
* 22 April 2020 at 6:30 P.M.
* 26 May 2020 at 6:30 P.M.
* 24 June 2020 at 6:30 P.M.

**Charter**

Laramie Montessori’s charter is up for renewal this year. Jana Heisler-White has asked our attorney to look into a one-year deferment, given the current COVID situation, as our energies need to be focused on student and staff safety at this time. We plan to have an answer and a path forward by next month’s meeting. If a one-year deferment is granted, it needs to be ensured that the lease aligns for one year as well.

Jana Heisler-White calls for questions or comments.

1. Old Business

Grievance Policy Revision

Previous board members reviewed and made substantial changes to the Grievance Policy. The policy will go to our attorney, the come back to the Board for review. This is expected to be ready for review at next month’s meeting.

There are several committees, including the Grievance and Nomination committees that do not have Board members on them. Jana Heisler-White will touch base with them to ensure they have members moving forward.

1. Adjourn
Jana Heisler-White adjourned the meeting at 8:00 P.M.

Minutes submitted by: Ashlee Kupilik

Minutes approved by: Jana Heisler-White