



Legacy of Dr. Josie R. Johnson Montessori

Board of Directors Meeting Minutes

Tuesday, Oct 20, 2020

Meeting Date: 10/20/2020

Start time: 6:04PM

Adjourned: 9:31PM

Location: Zoom Conference Call

Submitted by: Emerald Woodberry

Board Members Present: Emerald Woodberry, Kenna Cottman, Shana Moses, Sherri Green, Renae Dressel, Brooks Cavin, Christopheraaron Deanes

Board Members NOT Present: Matthieu Culp

Staff Members Present: Tonicia Abdur Salaam, Jamal Abdur Salaam, Fabienne Hopkins, Lorine Williams, Ms. Sharmeen, Destiny Roberts, Olutimilehin Olusanya, Toni Williams, Ms. Tracy, Mr. Shaq

Guests Present: James Ewer, Jackie Williams, Benny & Jaralyn Roberts, Cecilia Saddler, Katherine Beecham, Stanley & Phylcia Roberts, Robert Murray, Julie Flexhaug, Cathay & Glen Beecham, Hesat Menheer, Kheph Rakhu, Remi Bamidele, Stanley Roberts III

1. **Open - read mission & vision (5mins)**
2. **Consent Approval - [Sept 2020 Board Meeting Minutes](#), Admissions Policy, Name Changes**
 - a. **Motion - Approve Sept 2020 Board Meeting minutes & MDE contract amendment (motion made by Christopheraaron Deans, seconded by Sherri Green). Motion unanimously passes by roll call**
3. **Review upcoming due dates and deadlines by looking at the [calendar](#) (10mins)**
4. **School board governance (30mins)**
 - a. Recent trainings (members report out)
 - b. Policies & procedures to be changed (materials below).
 - i. **Motion to approve Harrassment & Violence, Dispute Resolution, Workplace Discrimination, Harassment & Bullying Policy, and Finance Meeting Policies as written or as amended (motion made by Kenna, seconded by Brooks). Motion unanimously passes by roll call.**
 - [Harassment & Violence](#) (board policy)
 - [Dispute Resolution](#) (employee handbook policy)
 - [Workplace Discrimination, Harassment & Bullying Policy](#) (employee handbook policy)
 - [Finance Meeting Policy](#)
 - [591 Admissions Policy Revised JB](#)
 - c. MDE Contract Amendment ([Approved during Consent Approval agenda 2a - Materials](#))
 - d. Upcoming school board elections - [Board members are working to finalize voting structure for Annual Meeting elections](#)
 - e. Annual evaluation for HOS and Principal for school year 2019-2020

- i. <https://forms.gle/Tmc9c7bXZDrQLQpE7> School Leader Evaluation Form We haven't evaluated leaders annually, in the process of completing 19-20 evaluation. Head of school has grave concerns around the process of the School Leader Evaluation - they have not gotten the response they have asked for, do not believe that the process is impartial nor fair, and have not given names for the evaluation. Board suggests we need to table the conversation so that we have time to respond to concerns and understand how we can support leadership in the work that they are doing.
- f. Finance considerations:
 - i. Board member presence at weekly financial meetings
 - ii. Rethinking top heavy structure
 - iii. Enrollment

5. School Report (25mins)

- a. [School Report Guidelines - Josie Johnson Montessori](#)
 - i. Direct words from Dr. Josie recorded for the school community/soft relaunch. Assessing how distance learning is working for children and for staff. Shifting assessment tools to ensure it aligns with MAP and MDE goals (Easy CBM, Engage New York curriculum, MAP testing 3X). Open to having a site based leadership team that can help make decisions on curriculum and World's Best Workforce reporting (potential board committee). Gathering info from families, staff, board and authorizer, in relationship with several organizations (listed in school report deck).
 - ii. COVID - Gathering feedback from families and staff, reviewing MN COVID testing results % of cases & community impact. Tonia to resend survey data to board. Staff are excited about coming back to support children with concerns. Engage NY comes with a scoping sequence, guides, assessments and is free - paired with Montessori efforts. Need to align curriculum resources back to academic performance plan metrics.
 - iii. Open commentary: Mr. O speaks to his desire to be back in the school, gratefulness for the leadership of Mr. J & Mrs. T through tumultuous times, and acknowledgement of the positive experience he's having relative to other spaces. Roberts family shouts out leadership, staff and board for a job well done centering & supporting their daughter in the midst of the pandemic. Ms. Williams expresses concern about children with compromised immune systems. Ms. Hopkins shares COVID cleaning protocol (+1 hour before & after school)
- b. [LJM Informational Quick Links](#)
- c. Report & Approval of Financial Statement - motion to approve September financial statements (motion made by Emerald, seconded by Christopharaaron) Motion **does not pass**, additional discussion to be had when the accountant is present to provide additional information. (**YAY:** Emerald Woodberry, **NAY:** Kenna Cottman, Shana Moses, Sherri Green, Renae Dressel, Brooks Cavin, Christopharaaron Deanes). Discussion before motion about \$30K transportation contract with Minnehaha Academy, worth noting that issue was both a staff error/oversight and related to Covid 19
 - i. [September 2020 Financial Statement](#)
 - ii. [September 2020 Detailed Income Expense Statement](#)

- d. World's Best Workforce Report - motion to approve the World's Best Workforce Report (motion made by Emerald, seconded by Christopheraaron) Motion **does not pass**, additional questions to be passed along to school leaders for additional clarity, need additional vote prior to Nov 1 to be able to submit to authorizer (**YAY:** Emerald Woodberry, Christopheraaron Deanes **NAY:** Kenna Cottman, Shana Moses, Renae Dressel , Brooks Cavin)
 - i. May potentially have to re-approve if another version is created. James Ewer confirms that the report that is due to authorizer Nov 1 will not change and is still due. Discussions around how we continue to interact with Montessori method even though we don't have money and time to put people through training. School leaders need support with fundraising, enrollment, and connecting with the church on building repairs.
 - ii. Concerns raised about the report and how we're handling some of our assessment goals for the authorizer. Response from school leaders: goal is to roll forward our goals to next year, complete MAP testing, and work with the authorizer to update our goals based on the data that we receive post-assessment. 25 Chromebooks gives us the tech we need to complete the assessment.
 - iii. School leaders note that the school board has had access to the document since June 11, 2020 and leaders haven't received any feedback or questions to assist. Board comments that the document wasn't complete until the end of last week for board review. Board questions to be emailed to school leaders and responded to directly. Additional meeting to be scheduled to revisit questions, determine what needs to be amended in report, and potentially request extension from authorizer. Christopheraaron is glad to help push the work.
 - iv. Feedback shared, touchbase tomorrow to discuss feasibility of proposed timeline. Receive updated report 10/24, vote on at Annual Meeting (Emerald to send email to team)
- e. Motion to begin hybrid learning on 10/26 as communicated to school community (motioned by Brooks, seconded by Emerald), **motion passes.** (**YAY:** Emerald Woodberry, Kenna Cottman, Renae Dressel, Brooks Cavin, Christopheraaron Deanes **NAY:** Shana Moses)

6. Annual Meeting: Who is doing what? (10mins)

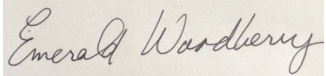
- a. [Zoom Links & Marketing Tools](#)
- b. The Annual Meeting of our community will be an informative and inspiring presentation of our school's story (Kenna, Shana, Renae)
 - i. Board Report will include details about our mission & vision
 - Timeline of our school
 - Strategic direction of the board
 - ii. State of the School address will detail our values in action (Tonicia, Jamal)
 - World's Best Workforce presentation
 - Remarks about the namesake Dr. Josie R. Johnson
 - iii. Meet the board & the new candidates and hear how to vote (Kenna, Renae)
 - Intros of current board members and their lanes
 - Presentation of the potential new board members
 - Voting info - all community members are entitled to vote (all family members including children, all staff)

- iv. Open Public Comment
- v. Closing
 - Information on enrollment and how to locate the voting links, board meeting zooms, and meeting recordings
 - Slideshow of student work from the digital realm

7. Review action steps (5mins)

8. Adjourn Motion to adjourn (motion made by Renae, Emerald seconded) motion passes unanimously

Submitted by: Emerald Woodberry

Signature: 

Date: 11/17/2020