



# Legacy of Dr. Josie R. Johnson Montessori

## Board of Directors Meeting Minutes

Tuesday, January 18, 2022, 6pm - 8pm

Zoom link: <https://us06web.zoom.us/j/4101375155>

Passcode: 862312

**Attendees:** Jackie Williams, Edwinna Johnson, Julie Flexhaug, Tonicia Abdur Salam, Erin Anderson, Crown Shepard, Shawna Maryanovich, Emily Luetgeb and Dawn Jenkins, Dawn Burns, Lindsey Berwald

**Guest:** Ms. Tracey, Ahleah-Lyn, Ms. Chanel, Demetria's Mac, Laura, Demetria, Arivia Morgan (academic coach)

- Motion to start meeting made by Edwinna Johnson and Julie Flexhaug 2<sup>nd</sup> the motion at 6:05PM
  - Approved by unanimous vote

### 1. Open- Read Mission & Vision- Read by Edwinna Johnson

- **Mission:** JJ Legacy School provides an excellent and equitable Montessori education in North Minneapolis to an intentionally diverse community of students.
- **Vision:** Our students will develop the character strengths, social and emotional skills, creativity, passion for learning and college-preparatory academic capabilities that will enable them to lead lives of joy and purpose.

### 2. Calls for Conflict of Interest

- No conflicts of interest

### 3. Consent Approval-

**Standard Board Meeting minutes: 10/19/2021 and November 11/16/2021**

**Board Operations Committee: 11/11/2021, 01/05/2022, 1/13/2022**

- Edwinna Johnson motion to approve the standard board meeting and board operations committee meeting minutes for the above dates. Jackie Williams second the motion.
- Approved by unanimous vote

### Finance report from 10/2021, 11/2021 and 12/2021

- Emily Luetgeb motion to approve the above finance reports and Jackie Williams 2<sup>nd</sup> the motion.
- Approved by unanimous vote

### 4. Finance Update: Dawn

- Need to approve a new budget with 91 ADM vs the original 120. Budget needs to be approved in Feb meeting
- Grants approved in Jan
- Seen improvement in fund balance, but needs to continue to increase to be 20%
- Audit needs to be shared in Feb meeting

### 5. School Leader Report: Ms. T

- Distance learning right now until the end of January, children can be brought to school if needed



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- 10 staff out last week due to covid
- Covid testing is happening at the school, using a Q machine. The school is testing staff, students and parents as requested
- Approved as a freedom school site. Creating a task force to support freedom school.
- Various school leaders will share updates in upcoming board meetings
- Ms. Morgan will come back in March to share testing results
- Ms. Morgan update
  - Changed grading system-no letter grade, scale moved to standard base grading
  - Reviewed grading template
  - Emily Luetgeb asked a question about how often assessments are done? Response from Ms. Morgan was once a week in some capacity
  - Emily Luetgeb asked a question about what assessments look like-Ms. Morgan responded stating they use a variety of tools such as, math wars. The structure is flexible and based on individual teacher's discretion.
  - Outlined the academic partners the school is leveraging—see deck for details
  - Provided an update on testing
    - Utilize diagnostic decoding surveys
    - Reviewed ESGI system
    - Testing results
      - 49% of students are on the low end for Math
      - 42% of students are on the low end for reading
      - Ms. Morgan has the ability to cut the data in several different ways depending on what the board would like to see
      - Dawn Burns asked how the school averages compared to national averages comparison to the national. This data was not readily available. There was a request for this data to be shared at the March update
    - 2<sup>nd</sup> set of tests will take place 2/7-2/28

### 6. Board Governance: Jackie

- **Performance Improvement Plan**
  - Jackie Williams proposed creating a PIP ad hoc committee, committee will focus on overseeing the details outlined in Exhibit S of the contract
  - Crown Shepard motioned to create the ad hoc PIP committee, Jackie Williams 2<sup>nd</sup> the motion
    - Approved by unanimous vote
  - Emily Luetgeb asked about the timeline for the ad hoc PIP committee-Jackie Williams responded the date would TBD, but go no longer than June 2023 because that is the end of the contract



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- Erin mentioned there is a lot from Exhibit S that the ad hoc PIP committee could integrate into other committees, such as the Operations Committee
- Julie Flexhaug, Lindsey Berwald and Dawn Burns agreed to be part of the PIP committee. Dawn offered to lead the PIP committee
  - Crown Shepard motioned to elect the above members to the PIP committee, Edwinna Johnson 2<sup>nd</sup> the motion.
  - Approved by unanimous vote
  - PIP committee needs to build a charter
- Crown Shepard was nominated to the Finance Committee
- Osprey Wilds' new board member training on Tuesday, February 8, 2022.
  - Erin from Osprey Wilds sent link to the group

### 7. Committee Updates:

#### Operations committee: Edwinna J., Jackie W. and Shana M.

- Election results and Welcoming new Board Member(s)
  - Created a clear board member rotation to make sure there was no knowledge gap
  - There was no opportunity for partial vote, there weren't enough choices
    - Created a work around-email votes offered as a work around, no emails received
  - Intent full transparency observations
    - Not full 50% of voters participated, 41% voter turnout. Strong turnout, but would like to continue to build on this.
    - 2 people not on the ballot certifying the results, did not deliver on this
      - Operations Committee is made up of 3 people, 2 people on the board and one not on the board.
      - Used an external software to protect the integrity of the results
- Missing a licensed teacher on the board-law mandates there is a licensed teacher-Board and School Leader are actively recruiting for a licensed teacher
  - Julie asked if we are in violation since we didn't have a licensed teacher on the board-answer is technically yes. The issue has been acknowledged and we are working towards resolution
  - When a teacher has been identified we can motion to appoint the teacher. Approving these results doesn't impact appointing a teacher to the board.
    - It has been difficult to find a teacher as teachers are feeling stretched very thin with everything going on.



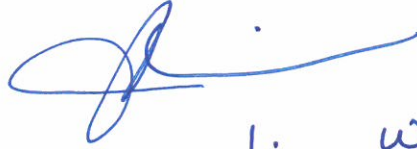


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- Crown Shepard asked the question if a teacher representative would have to join a committee. According to board policy the answer yes, but this could be waived if the board approved it.
- Emily Luetgeb motioned to approve election results, Edwinna Johnson 2<sup>nd</sup> the motion.
  - Approved by unanimous vote
- Approving the results seats all six elected board members.
- Crown Shepard volunteered for Secretary duties for the February meeting

**Adjourn**

- Motion to adjourn the meeting at 7:58 PM by Emily Luetgeb, Edwinna Johnson Williams 2<sup>nd</sup> the motion.
  - Approved by unanimous vote

Submitted by:   
Jacqueline Williams  
Date Approved: February 15, 2022