



Legacy of Dr. Josie R. Johnson Montessori
Board of Directors Meeting Minutes
Tuesday, August 17, 2021, 6pm

Board meeting will be conducted via Zoom - an in person meeting is not practical due to the pandemic

Meeting Link: <https://zoom.us/j/7678905240>

Password: not required

Meeting Date: 8/17/2021

Start Time: 6:06pm

Adjourned: 7:20pm

Location: Zoom Conference Call

Submitted by: Emerald Woodberry

Board Members Present: Emerald Woodberry, Jackie Williams, Emily Leutgeb, Crown Shepherd, Lindsey Berwald, Julie Flexhaug

Board members not present: Edwinna Johnson

Staff Members Present: Tonicia Abdur Salaam, Jamal Abdur Salaam, Fay Hopkins

Guests Present: Erin Anderson, Shawna Mayanovich

Meeting called to order at 6:06 pm with a motion by Jackie (seconded by Lindsey). Motion passes unanimously by roll call.

1. Open - Read Mission & Vision

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

3. Consent Approval

- 7/20, 7/22, & 7/27 Grievance Management Committee Meeting Minutes
- 7/15 & 8/2 Board Executive Committee Meeting Minutes
- 7/20 Standard Board Meeting Minutes

Motion: Approve grievance management, board executive and standard board meeting minutes (moved by Jackie, seconded by Emily)

Discussion: N/A

Action: Motion passes unanimously by roll call

4. Finance

- Committee Update

- i. Starting to make adjustments to the budget as new information becomes available, anticipate bringing an updated budget for review & approval in Oct.
- ii. Onboarding Athena, they will be taking over some of the payroll and other responsibilities
- iii. Seeking grant opportunities
- o Review & Approve July Financial Statement & Detailed Income Statement

Motion: I motion to approve the financial statements for July (moved by Lindsey, seconded by Crown)

Discussion: N/A

Action: Motion passes unanimously by roll call

5. School Leader Report

- o Ms. T shares updates on Summer Program wins and engagement, wildly successful!
- o Changing from 3 grade band to 2 grade band in an effort to better support children and teachers, enhancing SPED engagement spaces and experiences - all in an effort to close the gaps / losses due to COVID and summer
- o Focus on financial management and enrollment/recruitment

6. Board Governance

- o Accept resignation of Lara Bergman

Motion: Move to accept (Emily, Lindsey)

Discussion:

Action: Motion passes unanimously by roll call

- o Training Share-Out (members share key learnings from recent trainings)
- o Secretary duty transfer

7. Committee Updates

- o Executive Committee
 - i. Sign & Return Board Member Agreement to Emerald@jilegacy.org
 - ii. Inform: Mr. J's contract extension was approved by the Executive Comm
 - iii. Inform: Strategic Planning started by Executive Committee
 - Potential to take advantage of existing paid time with strategic planning resource that Ms. T
 - iv. Invitation to New Board Members (compiling list of possibilities)
- o Board Operations Committee
 - i. Approve [Board Election Timeline v2](#)
 - Ms. T potentially has a teacher and a community member who may be interested in joining the board. These individuals may be engaged and seated immediately if they would like to, or they may wait until the election
 - Need to amend date to reflect Novdate vs. Oct

Motion: Move to accept the adapted timeline (moved by Jule, seconded Lindsey)

Discussion: N/A

Action: Motion passes unanimously by rollcall

- ii. Approve [Board Election Policy](#)

Motion: Approve and adopt the Board of Directors election policy (moved by Jackie, seconded

Crown)

Discussion: N/A

Action: motion passes unanimously

- Grievance Manamangent Committee
 - i. Active 1:1 confidential meetings, Emily and Crown are in the process of getting up to speed on historical context, next meeting 8/24
 - ii. Grievance process & flow chart has been created and passed along through Ms. T to Athena - committee will meet with Athena to understand the reporting process to ensure we avoid the issues we've had historically.
- 8. **Adjourn Meeting adjourned at 7:20pm with a motion by Jackie, seconded by Emily.**

Submitted by:



Jacqueline Williams

Date Approved: 9/17/21