



Legacy of Dr. Josie R. Johnson Montessori
Board of Directors Meeting Minutes
Tuesday, August 16, 2022, 6:00 pm

Board Meeting was conducted via Zoom – an in person meeting is not practical due to the pandemic.

Meeting Link: <https://us06web.zoom.us/j/4101375155>

Password: not required

Meeting Date: August 16, 2022

Start Time: 6:03pm

Adjourned: 7:07 pm

Location: Zoom Conference Call

Submitted by: Jackie Williams

Board Members Present: Jackie Williams, Emily Leutgeb, Edwinna Johnson, Dawn Burns, Lindsey Berwald

Board members not present: Crown Shepherd

Staff Members/Guests Present: Tonicia Abdur Salaam, S. Bradley-Rhoden, Brandon Gill (Osprey Wilds)

Meeting called to order at 6:03 pm

Motion: Motion to start meeting (moved by Edwinna, seconded by Lindsey)

Discussion: N/A

Action: Motion passes by all except Dawn Burns who had not joined yet.

1. Student Performance

- Embargo Data received. It cannot be shared until August 25, 2022 at the earliest. So we will see the results at the next board meeting in September.
- MDE no longer available to JJlegacy due to the improvements made by the students and school.

2. Finance

a. Finance Report/Summary (July 2022 Financial Statement & Detailed Income Statement)

- Emily presented the financial report summary for July's financials.
- Finance Committee Minutes were discussed by Emily.
- There was discussion around "informed cuts" if the ADM does not meet the approved budget.

- Ms. T responded with that she maintains a back-up budget with a lower ADM

Motion: Motion to approve the financial statements for July, 2022 (moved by Lindsey, seconded by Dawn)

Discussion: N/A

Action: Motion passes unanimously by roll call

b. Debit/Credit Card Policy/Procedure

- Emily presented a new policy/procedure for Debit/Credit Card usage.
- This policy was created to allow everyone to be on the same page. This will reduce effort on the back end of trying to replace receipts or recode activity

Motion: Motion to approve the new policy/procedure for Debit/Credit Card usage (moved by Lindsey, seconded by Dawn)

Discussion: N/A

Action: Motion passes unanimously by roll call

3. Performance Improvement Plan Charter - Draft

Draft approval of the PIP was tabled till September, 2022 board meeting.

4. Fundraising

- Ms. T spoke on this due to Crown was not in attendance. The fundraising team at the school is called the “Money Team”. They will not get back together until September, 2022.
- To date they have received several pockets of money/merchandise
 - Kaboom 60K
 - 100 Chrome Bo
 - Grant for 28K by Ms. Fay for Early Childhood Development
 - Etc.

5. Annual Meeting

- The Annual Meeting is schedule for November 15, 2022. This meeting would include elections, if necessary. Elections may not be necessary due to the need to replace open seats.

Motion: Motion to assign the date for the annual meeting/elections (if necessary) (moved by Emily, seconded by Lindsey)

Discussion: N/A

Action: Motion passes unanimously by roll call

6. Consent Agenda

- Finance Committee Meeting Minutes
- Board Executive Committee Meeting Minutes
- Standard Board Meeting Minutes

- Edwinna Johnson's resignation letter

Motion: Approve committee minutes. (moved by Edwinna, seconded by Lindsey)

Discussion: N/A

Action: Motion passes unanimously by roll call

7. Board Training/Reflection Documents

- Tuesday, August 2, 2022 – Osprey Wilds hosted training
 - Ms. Dawn Burns attended the sessions. I will request the certificates and place in the board link. Jackie attended the financial session.
 - Updated the document. However, was having problems with formatting and the information was not being saved. So, the updates will have to be revisited. The document may need to be recreated.

8. Other Information shared by Ms. T

- Audit of Special Education ~578K – Maintenance of Effort was accounted audited and accounted for – We passed the Audit.
- Our Authorizer visited the school. After the visit – she offered an additional year to the renewal process. So now we have two years to renew the contract.
- 7th/8th grades are being reviewed as an option for growth
- The Urban Ventures Mobile unit will continue to be at JJLegacy until an in-house innovative unit is put in place. (~100K project) The unit will have coding/robotics/social studies/science, etc. It will cover STEAM.
- JJLegacy may be inline to receive another Financial Award. If it happens it would be the 4th Award.

9. Prep

- Board Member recruitment.
- September 1, 2022 Board Members are invited to JJLegacy Open House from 5 pm to 8 pm.

10. Meeting Adjourned at 7:07 pm (Motioned by Lindsey (seconded by Edwinna))

Submitted by: *Jacqueline Williams*

Jacqueline Williams

Approved: November 15, 2022