

**Steamboat Montessori
Governing Board Meeting Minutes
March 19th, 2021 @ 12:30 PM
27285 Brandon Circle Steamboat Springs, CO 80487
Public meeting held virtually per pandemic protocols.**

Our Mission:

To inspire all children to learn and grow as responsible global citizens in a collaborative, peaceful and safe environment. We are committed to using authentic Montessori methods with integrity to develop each child's intrinsic intelligence as they become resilient, self-directed leaders and problem solvers. As a school of choice, Steamboat Montessori is a place for students, families, and teachers to grow together as an intentional community in the pursuit of academic excellence.

Our Vision:

Steamboat Montessori creates a respectful, safe, nurturing, and diverse educational community where students, staff, parents and community members collaborate to become empowered, enriched, challenged, resilient and prepared individuals collectively meeting the demands of an ever-changing society.

- I. 12:30 Call to Order
- II. Roll Call of Voting BOD Members, School Officials and Members of Public
 - A. From the Board:
 1. Alethea Stone
 2. Christine Lilly
 3. Erin Gallagher
 4. Mike Morris
 5. Jeff Merage
 6. Jess Valand
 7. Noel Christopher
 8. Tony Urbick
 9. Jason Gilligan joined after meeting start
 10. Jason Godley joined after meeting start
 - B. From the School:
 1. Michael Girodo
 2. Darcy Walters
 3. Cassidy Roberts
 4. Julie Dinkens
 - C. From the Public:
 1. Jessica DeFeyter
 2. Corrina Schliske
 - D. A majority of Voting Board members being present, a quorum is established by the Board secretary.
- III. Reading of the Mission & Vision -Alethea Stone
- IV. Recognition of Agenda
- V. Public Comment: None
- VI. Approval of Minutes
 - A. [Board Meeting Minutes 2.26.21_unapproved](#)
 - B. Tony Motion, Alethea Second to approve minutes of 2.26.21 as presented
Roll call vote:
 1. Noel Christopher—approve
 2. Alethea Stone—approve
 3. Christine Lilly—approve
 4. Jeff Merage—approve
 5. Erin Gallagher—approve
 6. Tony Urbick—approve
 7. Mike Morris—approveMotion carries.
- VII. HOS Report
 - A. Please read [HOS Report](#) and ask any questions
 1. Discussion on UE teacher hiring, cost of living rejection of offer, and resources.
 2. Action Item: Jess Valand to organize meeting on behalf of her Labor department
 3. Facilities update: Excel Energy to extend gas line under parking lot from Mid-April to Mid-June. Will keep us updated.

VIII. New Business

A. Board Recruitment discussion and next steps (15 minutes)

1. [Survey response](#) discussion

- a) Engagement—spread talent out more, less arduous if spread out.
- b) Gaps—Understand that while being a governance board is the aspiration, we are not there yet—still very much a working board.
- c) Opportunities: Idea to separate “event-driven” fundraising from “big-donor relationship” fundraising in the same person, having one person handle each area within fundraising.

2. Recruitment process/timeline

- a) [Identification](#)
- b) Board Development Committee outreach (Jess, Gilligan, Mike)
- c) [Candidate letter](#), information packet ([Handbook](#), [by-laws](#))
- d) Discussion of potential candidates: April
- e) Candidate identification, vote: May
- f) Officer voting (incoming Board members): June

B. SAC Committee Update

1. Parent survey results are in

- a) 77% response rate - 88/115
- b) [Executive summary](#) (thank you Jessica De Feyter!)
- c) Purpose: consider parent preferences when developing UIP goals for 2021/22
 - Parent priorities
 - (a) 40% prioritized academics first
 - (b) 31% ranked social/emotional above academics
 - A more granular look at needs
 - (a) 64% - quality academic support
 - (b) 55% - hands on experiential learning
 - (c) 52% - rank social/emotional first or second
 - (d) Other interests: STEM, social time, enrichments & specials (20% families ranked second)

d) Next Steps

- More granular data ie. parse parent priorities by pre, kinder, lower, & upper
- Full School Data inventory: to help determine best UIP recommendations, and Identify root causes in areas of need
- Christine, question on remote learning—support with more targeted survey?
- Discussion on survey results in parent engagement

2. Changed workflow to include time for survey final draft approval from marketing committee.

C. Marketing & Outreach Committee Update

- 1. Website finalized, except calendar embed
- 2. Email domain transition summer 2021
- 3. Updating Family Handbook for 21-22

4. Ongoing communication support (as needed/requested--suggested for any non-routine and school-wide communication)
- D. Parent Committee: [3.1.21 PC Meeting Notes](#)
 1. Virtual talent show idea—send in a three-minute video—cross with website promo?
 2. Christine is stepping back from heading the PC to focus on MSTF.
- E. Middle School: (2 minutes) [Middle School Task Force Meeting Notes 3.1.21](#)
- F. Facilities Committee: see HOS report update section re: gas line construction upcoming, also be on the lookout for volunteer workdays when allowed for outdoor spaces. No formal meeting of the committee this cycle.
- G. Fundraising Committee: (5 minutes)
 1. Virtual Fundraiser
 - a) Punting Virtual Fundraiser to next year.
 - o Lack of administrative support
 - o Office is too busy now that we're back-to-school full-time

C. Finance Committee

1. [Finance Report](#)

a) Discussion Items in Finance Report

2. Acknowledgement of Board review of Check Register: Tony motion, Jason second:

Roll call vote:

- | | |
|---------------------------------|--------------------------------|
| 1. Noel Christopher—acknowledge | 6. Jason Gilligan—acknowledge |
| 2. Jeff Merage—acknowledge | 7. Alethea Stone—acknowledge |
| 3. Erin Gallagher—acknowledge | 8. Jess Valand—acknowledge |
| 4. Tony Urbick—acknowledge | 9. Christine Lilly—acknowledge |
| 5. Mike Morris—acknowledge | Motion Carries. |

3. [February Financials](#)

4. VOTE: Jason Move, Mike Morris second: Vote to proceed with PPP2 loan application and forgiveness based on the loss of 25% of preschool tuition:

Roll call vote:

- | | |
|---------------------------|------------------------------|
| 1. Jason Gilligan—approve | 6. Erin Gallagher—approve |
| 2. Jason Godley—approve | 7. Jeff Merage—approve |
| 3. Tony Urbick—approve | 8. Christine Lilly—approve |
| 4. Mike Morris—approve | 9. Noel Christopher—approve. |
| 5. Alethea Stone—approve | Motion Carries. |

- H. Discussion on new Covid Relief, American Rescue Plan funds ongoing as it passed the week before current Board meeting.

II. Old Business (15 Minutes)

C. BOD Officers 2021/22 and Succession for Jeff, Jason & Mike

1. Chair: Jess V is throwing her hat in
2. Vice Chair
3. Treasurer: Jason Godley has 1 more year on current term

- 4. Secretary Tony is happy to stay on
- D. BOD open positions and interested parties
- III. Executive Session (none)
 - C. Facility Opportunities
- IV. Public Comment
- V. How did we do today? Were we on time? Did we follow the agenda?
- VI. Review of Action Items
 - A. Excel Energy to extend gas line under parking lot from Mid-April to Mid-June. Michael to keep us updated as it develops regarding unavoidable and ongoing impacts.
 - B. Identification and initial outreach by nominating Board member by this week. Send escalated interests to Board Outreach Committee (Jess, Jason Gilligan, Mike)
 - C. Virtual talent show For May, PC to reach Leah and Laura on organizing (UE students ran last year, what about this year?) report to Board by April
 - D. Christine Lilly stepping away from PC chair to focus on MSTF role, need new PC chair head.
 - E. Michael/ Julie planning to ascertain potential funding coming our way from recently passed American Rescue Plan as relates to Education and will report out.
- VII. Next Meeting: Tuesday, April 27, 2021 @ 12:30 PM
- VIII. 3:14 Adjourn