



**Elm City Montessori School
Board of Trustees Meeting Minutes
6 May 2021**

Attendees: Mira Debs, Alayna Stone, Dave Low, Arianna Arreola Joseph, Fernando Muniz, Michael Van Leesten, Tamiko Jackson-McArthur, Haci Catalbasoglu, Jose Cuapio, Eliza Halsey, Amelia Sherwood, Susan Clark, Keith Krolak

Meeting was called to order at 5:35 pm

I. Meeting Minutes

- A. The March 2021 meeting minutes were unanimously approved.

II. Public Participation

- A. Sandra Fitzpatrick, an ECMS parent, joined the meeting but had no comments.

III. Principal's Report

- A. Staffing
 - 1. Erdkinder Positions
 - 2. ELA/Humanities: Candidate scheduled for Community Meeting
 - 3. Science: Still Interviewing
- B. Building Teams and Leadership
 - 1. Coaches: Completed midyear evaluation meetings, beginning end of year observations and end of year evaluations.
 - 2. Level Team Facilitators: Working with team to plan for end of year transitions and planning for next year.
- C. Distance Learning/In Person Learning
 - 1. 75% of students are in person learning.
 - 2. CSDE has removed mandate for distance learning for 2021-2022
- D. School Improvement Planning & Goal Setting
 - 1. Corrective Action Plan with CSDE
 - a. Observation and Meeting with CSDE in March
 - b. Planned professional learning focused on data driven instruction (completed monthly)
 - c. Planned professional learning and observation focused on higher order thinking (completed)
 - 2. School Improvement Planning
 - a. Met with staff and leadership to reflect on the year and plan for strategic work for next year (completed)
 - b. Coordinate planning with Educational Accountability Committee (May Meeting)
 - c. Share drafted plans with families (SPMT, ABAR, FTO) in May/June
 - d. Draft for Board in June with end of the year data
- E. Planning for Growth
 - 1. Lower Elementary Expansion: Based on meeting with NHPS leadership and budget reduction, 4th LE classroom will be delayed a year.
 - 2. Middle School/Erdkinder
 - a. Sharing curriculum and operation plans with families, students, and staff in May
 - b. Hiring in process

IV. ABAR Director's Report

- A. Curriculum: There is an ongoing intensive search for history books and social studies books that are in alignment with ABAR teaching principles.
- B. ECMS students took part in a community social action that was completely led by students.
- C. The ABAR Director is in the Embracing Equity Leadership Residency for the current school year. 66% of the ECMS staff took a survey that focused on culture and education for ECMS.
- D. Work on revising the ECMS curriculum has been done with advisement from Elizabeth Slate of Montessori in Action.
- E. Work continues with a focus on student activism.

V. Executive Director's Report

- F. Finances/Fundraising
 1. Average monthly expenditures for FY21 are in alignment with overall budget outlines.
 2. ECMS received the first three NHPS quarterly payments. Fourth quarter payments from NHPS and the CSDE are now expected in May.
 3. ECMS submitted for a proposal for \$150,000 CSDE after school grant (for two years).
 4. ECMS submitted its application for the second round of the Elementary and Secondary School Relief Fund (ESSER II) for the allocated \$151,352. ECMS is awaiting information from the CSDE regarding ESSER III funding.
 5. ECMS is participating in The Great Give again this year with a fundraising goal of \$15,000 to support the school's ABAR work.
- G. Facilities/Operations
 1. The new ECMS Operations Manager, Diane Flowers, joined our team on March 15th. Ms. Flowers replaces Michelle Arias who transitioned in October 2020.
 2. ECMS has drafted a final offer for purchase 495 Blake Street for \$5,400,000. We expect to finalize the loan with New Haven Bank in the coming weeks. In preparation for the facilities purchase, ECMS is preparing to establish an operating reserve/deferred maintenance fund, the Physical Plant Replacement, Repairs and Special Maintenance (PPRRSM) Reserve.
 3. ECMS has accepted 51 new students for the 2021-22 school year, including 36 students in PK3. New Haven Public Schools has capped ECMS enrollment at 283 students for the 2021-22 school year.
- H. Community and External Relations
 1. Green Team Partnerships: The ECMS Green Team is working closely with the Urban Resources Initiative, Common Ground/NHEP and Gather New Haven to enhance our outdoor learning spaces. URI will plant a new tree at ECMS on Wednesday, May 5th as a part of teacher appreciation week.
 2. After School Partnerships: ECMS is exploring partnerships with Common Ground and Neighborhood Music School to support after-school enrichment programming during the 2021-22 school year.
 3. New Haven Early Childhood Council: ECMS continues to support the work of NHECC. ECMS Executive Director serves as the chair of the NHECC Access Committee and on the School Readiness Grant Review Committee.

VI. Committee Updates

- A. Capital Planning: Attorney Lee Tiernan gave a synopsis of the ongoing ECMS negotiations with the current owners of 495 Blake Street to purchase the building.
- B. Finance Committee will hold a meeting on June 10th, 2021, to focus on the ECMS budget and the NHPS MOU.

VII. Action Items

- A. The Board voted unanimously to approve the following board officers:
 1. President: Michael Van Leesten
 2. Vice President: Alayna Stone

3. Treasurer: Dave Low
 4. Secretary: Haci Catalbasoglu
- B. The Board voted unanimously, through a roll call vote, to approve the purchase of 495 Blake Street and to allow Attorney Tiernan to negotiate the balloon payment with the current owners.

Meeting adjourned at 6:56 PM

END OF MEETING NOTES

Meeting Minutes respectfully submitted by Keith Krolak.