



Elm City Montessori School
Board of Trustees Meeting Minutes
July 1, 2021

Attendees: Alayna Stone, Michael Van Leesten, Hacı Catalbasoglu, Jose Cuapio, Eliza Halsey, Susan Clark, Julia Webb, David Low

Meeting was called to order at 5:46 pm

I. Meeting Minutes

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

II. Public Participation

- A. No members of the public were present.

III. Principal's Report

A. Staffing

1. Erdkinder Positions
 - a. Three still available and interviewing
2. Upper elementary guide resigned
 - a. Currently interviewing
3. Science: Still Interviewing

B. Building Teams and Leadership

1. Completed end-of-year evaluations
2. Level Team Facilitators: Making the Level Team Facilitator position paid

C. Return to school and ESSER

1. CSDE has removed mandate for distance learning for 2021-2022
2. Kids don't need masks outside next year
3. Vaccine mandate for kids unlikely next year
4. Hosted sessions for families and staff to share Continuity Plan
5. Kids and adults are still wearing masks
6. If infection rates stay low, ECMS will consider allowing different-grade kids to mix

D. School Improvement Planning & Goal Setting

1. Corrective Action Plan with CSDE
 - a. Overall improvement in proficiency in school wide Math & ELA over the last three school years (over 10% growth in proficiency)
 - b. Improvement in Black and Latinx proficiencies in 2021 vs. 2020
 - i. Black student proficiency growth: 11% for Math, 17% for ELA,
 - ii. Latinx student proficiency growth: 17% for Math and 3% for ELA
 - c. New science of reading rules from the state.
 - d. Discussion around the methodology of Principal's data
 - e. Met with SCDE
 - f. Discussion around efficacy of IAB's
2. School Improvement Planning

- a. Met with staff and leadership to reflect on the year and plan for strategic work for next year
- b. [Data Plans for SIP](#) from Education Accountability Committee
- c. Share drafted plans with families (SPMT, ABAR, FTO) this summer

V. Executive Director's Report

- A. Finances/Fundraising
 1. ECMS raised \$19,365 during the Great Give.
 2. Handling final logistics for closing.
- B. Facilities/Operations
 1. Attrition rates are comparable to last year.
 2. Eliza is confident that we will fill seats.
 3. ECMS sibling policy is now written into the MOU. It may come before the NHBOE.
- C. MOU Draft
 - a. Added snow days.
 - b. Waiting on approval for a clause regarding enrollment.
 - c. Asking BOE to reimburse ECMS any money that is not spent.
 - d. We have sent back ~\$140,000 to BOE in the past.
- D. Budget
 - a. Not adding any teaching positions on the NHPS side.
 - b. We were charged \$135,000 for food even though we did not spend that much.
 - c. Dave says we should document the items we were charged for but did not spend.
 - d. Increase in funding for full time staff is due to owning the building.
 - e. Reserve cash will not go into an endowment.

VI. Committee Updates

- A. Governance: Plan on meeting in-person once a quarter. Keep eyes peeled for an email regarding the yearly retreat.

VII. Action Items

- A. The Board voted to confirm contracts with:
 - a. John Freeman for Montessori Coaching, Consulting, Academic Intervention
 - b. Henry, Raymond & Thompson, LLC for audit services
 - c. Beazley Lloyd's Syndicate for property insurance

Meeting adjourned at 7:09 PM

END OF MEETING NOTES

Meeting Minutes respectfully submitted by Hacı Catalbasoglu.