

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday June 3, 2020 at 6:30 PM

Via Zoom Meeting

and streaming live at <https://www.facebook.com/CityGardenMontessori/>

Directors Present

A. Beasley (remote), A. Tillman (remote), C. Schell (remote), D. Smith (remote), J. Dixon (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepheng (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

D. Desai-Ramirez, J. Fouse, J. Sharp

Guests Present

A. Mogaji (remote), C. Huck (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), J. Achtenberg (remote), S. Sanchez (remote)

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Jun 3, 2020 @ 6:30 PM.
Christie read the acknowledgement to the Illiniwek people and to those who have been impacted by the current pandemic here and all over the world. She asked for a moment of silence and solidarity in honor of George Floyd and those who have been killed by police, all of the black lives taken, and those who have been demonstrating and protesting.

B. Record Attendance and Guests

C. Mission Statement

Sysco read City Garden's Mission Statement.

D. Introductions and Public Comment

Donna read, and entered into the record, a public comment received from Sarah Holtz Stout, a City Garden parent.

II. Action Items

A. Consent Agenda - Approve Minutes from May 6 and May 21 Meetings

S. Deuanepheng made a motion to approve the minutes from Board Meeting on 05-06-20.

L. Fathman seconded the motion.

Approval of minutes from the 5/21/2020 Special board meeting included in vote. The board **VOTED** unanimously to approve the motion.

S. Deuanepheng made a motion to approve the minutes from Special Board Meeting on 05-21-20.

L. Fathman seconded the motion.

Approval of minutes from the 5/6/2020 board meeting included in vote. The board **VOTED** unanimously to approve the motion.

B. April Financials

M. Gleason made a motion to approve the April financials.

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Final 2019-20 Budget

Tabled - With state budget cuts recently announced, we will need to review and rework the budget. It will be presented for vote later this month.

D. Budget for 2020-21

Tabled - With state budget cuts recently announced, we will need to review and rework the budget. It will be presented for vote later this month.

E. FY18 990

S. Harris made a motion to approve the FY18 990.

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

F. Accounting Firm for 4209 Folsom Expansion Project

M. Gleason made a motion to approve hiring the Novogradec accounting firm for the 4209 project.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

G. Approval of Expenditures

S. Deuanepheng made a motion to to authorize Christie to enter into contracts over \$5,000 if deemed appropriate and to expend funds from the federal grant on contracts.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

H. Slate of Policies

A. Beasley made a motion to approve the slate of recommended policies.

A. Tillman seconded the motion.

The board **VOTED** unanimously to approve the motion.

I. Renewal of Board Membership

The board would like to thank David Desai-Ramirez and Tony Tillman for serving on the board and their time and effort on the board's behalf. We wish them well as they move away from the St. Louis area.

S. Deuanepheng made a motion to renew Liz Fathman to serve another term.

J. Dixon seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Slate of Board Officers

J. Dixon made a motion to approve the recommended slate of board officers for the 2020-21 school year.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

K. Sherita Haigler for Board Membership

L. Fathman made a motion to approve board membership for Sherita Haigler.

M. Gleason seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Greenlight Decision

The board discussed the greenlighting decision and each item/criteria per the greenlighting document in the board packet. Discussions centered on academics, current climate and culture and work planned and to be done, financial considerations, the impact of COVID-19, facilities and what has changed since January 2020.

S. Deuanepheng made a motion to approve the expansion of adding 60 Kindergarten students in the 2021-22 school year.

L. Fathman seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Information Items

A. School Updates

Christie and Amira told the board about the hard work our teachers have done and how they have risen to the occasion and performed cohesively and effectively during these strange and stressful times.

Christie shared that we have been in contact with local and schools around the country to think about options for convening the 2020-21 school year.

- Although these past few months have been challenging, it has also provided an opportunity to think about what will be necessary to deliver education in the future and to envision how we can lean into our values and build equity into what that looks like going forward.
- There are three possible scenarios to plan for:

- All in-person as it has always been

- A hybrid approach where some students are at school some days and not other

days; tailored to the circumstances of the student and their family, and includes some form of distance learning

- All distance learning

B. Development Update

- Deb shared the expected revenue for this fiscal year
- She also shared a draft of the Development Plan for next year, which was based on the 2020-21 budget. She will need to reassess in light of the reported state budget cuts to education.

C. DESE Charter Assurances

The submission of this document, signed by the charter sponsor and the school CEO, became required of all Missouri charter schools beginning this year.

D. Board Retreat

Donna recommended that the third Saturday in August, (8/15/2020) be designated for the retreat. At present, we are unsure if it will be a virtual retreat or one that takes place in an outdoor space. Additionally, she asked that the board put together a Retreat Planning Committee, and received commitments from Anthony, Sysco, and Susie to be part of this committee. If anyone else would like to be involved, please let Donna know.

E. Board Planning for 2020-21

Proposed priorities for the board next year:

- Moving further into Montessori
- Reinvigorating the board's commitment and practice of ABAR principles
- Framing how to govern after/during COVID-19 and in light of other challenges affecting the school

Donna asked the board to reflect and make suggestions of other topics that should be considered.

F. Questions and Comments

G. Reflection: Meeting Agreement

What stood out during this board meeting was creating space for people to have a voice.

H. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

S. Deuanepheng made a motion to take a roll call vote to adjourn to closed session at 8:40 PM.

J. Dixon seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

J. Sharp	Absent
S. Shelton-Dodge	Aye
A. Tillman	Aye
M. Gleason	Aye
S. Harris	Aye
J. Fouse	Absent
S. Deuanepheng	Aye
J. Dixon	Aye
D. Desai-Ramirez	Absent
A. Beasley	Aye

C. Schell	Aye
D. Smith	Aye
L. Fathman	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:44 PM.

Respectfully Submitted,
D. Fox

Documents used during the meeting

- Board comments6.3.2020.pdf



Board comments

1 message

Sarah Stout <shstout@gmail.com>
To: board@citygardenschool.org

Wed, Jun 3, 2020 at 4:32 PM

Good afternoon, board, staff, and visitors,

I wanted to write a few comments about the last few months and about the board packet for tonight. While I am part of a group of parents who has been continually meeting these past many months, I am writing this as only myself, an individual, and it should not be read as coming from the full group. We did not have time to put something together as a group, but I did not want the moment to pass.

I appreciate the time that was put into the principal selection process and I have high hopes that Ms. Isom will be a positive addition to the school. I hope that she will be a person of understanding and courage, and every indication is that she will be.

I wanted to specifically write about a number of things that were in the board packet that I had questions or comments about.

My overall comment about these documents is that they are *full of gaslighting*. I will give three examples.

- “Additionally: *It is important to remember that academically, CG has so many good things to celebrate *Some of the challenges this past year are evidence of CG really living our values *Success isn’t always harmony”
 - This feels like you tried to take this past year and look at it through rose-colored glasses. I agree that success is not always marked by harmony, but aside from listening, it doesn’t feel like concrete steps have been taken to make changes. It feels like the listening is just a step you have to take to then make the decisions that you always planned to make anyway.
 - How do we “Work to Heal Harmed Interpersonal Relationships” when things have not been done to change what the administration is doing?
- You comment in the greenlighting document that administrators have not been able to meet with parents/guardians because of Covid. However, you all have been meeting this whole time by video. There was no direct outreach from administration wishing to talk to the group of organizing parents. Just this week, two members of that organizing group reached out to administration instead. This should have come from school leadership. And to see that just glossed over in the document so that *someday having it written down would make it true* plays right into the white supremacy cultural norms that CGM claims to fight against.
- Finally, the issue of student achievement seems to be glossed over. The greenlighting document discusses the changes that are coming and the hires that have been made. But the achievement gap is still huge and a number of families are leaving or considering leaving this year, including a number of black families who feel that the school is no longer doing what it set out to do.

I also have a few questions that I hoped the group could answer.

- Is the \$25k for Dr. April, Kara, and Jo for the principal readiness the same as the \$25k for the Work to Heal Harmed Interpersonal Relationships?
 - This seems like a great deal of money that the school can somehow spend when they say they don’t have the funds for other necessary personnel such as a math specialist that the teachers have been requesting for years. It feels like there is always money to help the administration do what it wants but never enough for what the teachers need. It feels like you are trying to consult your way out of the hole you dug.
- The other question is about the staff turnover. The document says that it is “below 80%” but I would appreciate having the actual percentage in there. If I counted correctly, we lost 12 staff members this year, including those who left mid-year. And again, the reasoning appears to make the losses everyone else’s fault, rather than the administration, which is inaccurate.

I know this is not a positive board comment to be making during a difficult time. But I could not bite my tongue any longer. I hope that CGM can recover from this difficult time.

Thank you,

Sarah Holtz Stout

Sarah Holtz Stout (she/her)
St. Louis, MO

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City Garden Montessori School

Minutes

Special Board Meeting

Date and Time

Thursday June 25, 2020 at 6:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/82838993916?pwd=eWp3UnM1T2hGeUVpamhhTWdoMVBTUT09>

Meeting ID: 828 3899 3916

Password: 236874

Dial in:

312-626-6799 - OR - 646-876-9923

Directors Present

A. Beasley (remote), D. Smith (remote), J. Fouse (remote), J. Sharp (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepheneh (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

A. Tillman, C. Schell, D. Desai-Ramirez, J. Dixon

Guests Present

A. Mogaji (remote), C. Huck (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), S. Sanchez (remote)

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Thursday Jun 25, 2020 @ 6:34 PM.

Christie acknowledged the Illiniwek people and all who are suffering as a result of the pandemic and racial inequities.

B. Record Attendance and Guests

C. Mission Statement

Shanika read the Mission Statement.

D. Introductions and Public Comment

Three City Garden parents, Jenny Elliott, Kimberly Franks, and Sarah Stout, submitted statements, which were read into the record by Donna Smith. The text of those statements are attached to the minutes.

II. Action Items

A. Final 2019-20 Budget

- Reductions in revenue:
 - State and Federal monies
 - Fundraising
- Reductions in expenses:
 - Salaries: Especially Before and After Care
 - Purchased Services: Substitutes, PD
 - Fundraising costs

L. Fathman made a motion to approve the final 2019-20 budget.

M. Gleason seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. 2020-21 Budget

- Some funding may be at risk due to unknowns from the pandemic (school schedule, loss of Pre-K tuition if we adopt an all virtual learning model, etc.).
- The revised budget still maintains ~17% reserves fund balance at the end of the year.
- There was a lengthy discussion regarding the recommendation to not immediately fill the position of Family Support Coordinator, including contracting out for the counselling part of the role and absorbing some of the other wrap around services with existing staff.

S. Deuanepheneh made a motion to approve the proposed 2020-2021 budget, as modified, by authorizing Christie and David to hire a Family Support Coordinator, or re-titled position if appropriate, after analyzing the current appropriate duties and responsibilities for such position, with salary and benefits up to \$70,000. The board acknowledged that said funding would come from the fund balance reserve for 2020-2021.

J. Sharp seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. May Financials

J. Fouse made a motion to approve the May 2020 Financials.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Resolution to Rename LLCs

To re-organize the ownership structure of the entities we created to purchase 4209 Folsom and 4202 Folsom. This is being done to facilitate City Garden's ability to utilize Missouri and federal Historic tax credits and New Market tax credits.

Minutes/Resolution: Document entitled "Minutes of a Special Meeting of the Board of Directors of City Garden Montessori School"

NAME CHANGE OF 4209 LLC AND 4200 LLC- The first part of the resolution is to rename the entities as the current names are confusing.

- • • From "4157-4209 Folsom Property, LLC" to "4209 Folsom Owner, LLC"
- From "4200-4208 Folsom Property, LLC" to "4200 Folsom Owner, LLC"

FORMATION OF 4209 FOLSOM MANAGING MEMBER, LLC- The next part creates the entity that will allow for Historic and New Market tax credits. The new entity will be called "4209 Folsom Managing Member, LLC". It also transfers all membership interests from 4209 Folsom Owner, LLC to the new entity.

APPOINTMENT OF OFFICERS- This appoints David Blank and Christie Huck as officers with the ability to approve transactions and sign for the new entity.

IFF LOAN- Approves the IFF loan for no more than \$600,000 to be used to payoff debt associated with the purchase of 4202 Folsom, 4209 Folsom and the 2016 IFF loan used to build the kitchen at 1618 Tower Grove. The proceeds will also be used to pay pre-development costs incurred, but not yet paid to various vendors.

J. Sharp made a motion to approve the resolutions to rename the LLCs.

J. Fouse seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Closing Items

A. Adjourn Meeting

M. Gleason made a motion to adjourn the meeting.

S. Harris seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:25 PM.

Respectfully Submitted,

D. Fox

Documents used during the meeting

- Public Comment - Special Board Meeting 6.25.2020.pdf

Public Comment
June 25, 2020 Special Board Meeting

Jenny Elliott

Dear City Garden Board,

I would like to comment on the proposed 2020-21 budget. Funding reductions are challenging and you are being asked to make difficult decisions.

Saying that, I would ask you to please reconsider the proposal to delay the hire of the Family Support Coordinator. Now more than ever, this position feels particularly important to our school community. We are in the middle of a pandemic; unemployment is at a record high, evictions are likely to start picking up over the next few weeks and families are struggling. In addition to helping families find resources to meet physical needs, I feel that meeting socio-emotional needs of CGM students needs to be prioritized in this coming year, and this role feels crucial to making that happen. Because it is a highly relational role, I feel that a permanent staff member will be in a better place to build trust and provide these services.

Kind regards,

Kimberly Franks

I would like to urge the board to not cut the budget for the Family Support Coordinator. From the beginnings as a charter school, the Family Support Coordinator position was cited as a critical role for the school and has existed as such. With the economic, social and emotional uncertainty caused by COVID, recent staff turnovers, the welcoming of a new principal and the school's plan to expand enrollment in 2021-22, a Family Support Coordinator who is fully integrated into the community is needed more than ever. I have experienced life at the school when positions in special education was outsourced. Independent contractors did not have the same lens and same opportunity to integrate into the school culture and to be part of school planning as full-time staff. With all that our school community has on its plate, we need someone who will be a full-time, proactive member of the academic team. I realize that budget cuts are inevitable and necessary right now; however, cutting corners on Family Support Coordinator position will be a sacrifice that far outweighs any cost savings.

Sarah Stout

Sent directly to Christie, in response to the email that was sent to parents, board, and staff on June 24, 2020:

Hi Christie,

Thanks for the information. It seems like there is a ton of information in that 91 page document but I (and many others I'm sure) have trouble figuring out what is in all of the budget documents. Could you please create an executive summary of what the cuts will be? For example, will there be cuts to executive salaries? Example - at Wash U, we are having pay cuts in our department based on salary level. Under \$50K, no cut. \$50-100K, 2% cut. \$100-150K, 4% cut. >\$150k, 7% cut. Executive directors, 8% cut. I think that something like this might need to be considered.

Also, I know it is an emergency meeting, but the budget has obviously been worked on for a while, based on the complexity, and more than a days notice would have been appropriate.

Thanks for any additional information you can provide,

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City Garden Montessori School

Minutes

Special Board Meeting

Date and Time

Thursday May 21, 2020 at 5:00 PM

Directors Present

A. Beasley (remote), A. Tillman (remote), D. Smith (remote), J. Fouse (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepheng (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

C. Schell, D. Desai-Ramirez, J. Dixon, J. Sharp

Guests Present

C. Huck (remote), D. Flores (remote), D. Fox (remote), S. Sanchez (remote)

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Thursday May 21, 2020 @ 5:01 PM.

B. Record Attendance and Guests

C. Mission Statement

Shanika read the Mission Statement.

D. Introductions and Public Comment

None were submitted.

II. Action Items

A. Approval for Christie Huck and Dr. Amira Mogaji to extend a job offer for the position of School Principal to candidate recommended by the Principal Hiring Committee

Christie, Amira, Anthony, and Susie shared their thoughts about the candidate and of the Principal Hiring Process.

A. Beasley made a motion to approve Christie Huck and Dr. Amira Mogaji to extend a job offer for the position of School Principal to candidate recommended by the Principal Hiring Committee, Crystal Isom.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Updates

A. Questions and Comments

B. Reflection: Meeting Agreement

Tabled for this special meeting.

IV. Closing Items

A. Adjourn Meeting

S. Deuanepheneh made a motion to adjourn the meeting.

S. Harris seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:18 PM.

Respectfully Submitted,

D. Fox

Documents used during the meeting

- HiringProcessDocuments.pdf

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City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday May 6, 2020 at 6:30 PM

Meeting held virtually via Zoom.

Directors Present

A. Beasley (remote), A. Tillman (remote), C. Schell (remote), D. Smith (remote), J. Dixon (remote), J. Fouse (remote), J. Sharp (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepheneh (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

D. Desai-Ramirez

Guests Present

A. Mogaji (remote), B. Feld, C. Huck (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), Domarina Oshana - IFF, J. Achtenberg (remote), Jordan Brown - IFF, K. Burkholder, K. Taylor, S. Sanchez (remote)

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

Public comment received at 6:04 PM, May 6, 2020 from Jenny Elliot was read during the meeting and is attached to minutes record.

E. Facilities - IFF Presentation

Representatives from IFF and BKW (4209 Folsom Project Management Team) presented to the board, and the board asked clarifying questions. Based on the data presented and results of research, there are two main recommendations:

1. Expand the catchment area to meet enrollment goals, in particular to the east to address student diversity goals
2. Based upon the demographics, leadership should investigate potential relationship of Free and Reduced Lunch eligible students outside the immediate catchment and design recruitment processes to accompany the expansion to other areas

II. Action Items

A. Consent Agenda

S. Deuanepheneh made a motion to approve the minutes from Board Meeting on 04-01-20.

A. Tillman seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. March Financials

A. Beasley made a motion to approve the March financials.

L. Fathman seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Fouse made a motion to approve the Refinancing Proposal for the CEO to seek refinancing no greater than \$600,000 to apply toward: 1. 1618 improvement (kitchen) loan, 2. Expenses incurred in acquisition of 4202 and 4209 Folsom, and 3. Expenses for legal, design, and construction prep work for 4209 expansion.

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Policies to Vote on in May

A. Beasley made a motion to approve the slate of policies recommended by the Governance Committee.

J. Dixon seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Selection of Legal Representation for 4209 Folsom Expansion Project

Board member Jarrod Sharp left the room, as his firm, ThompsonCoburn, was one of the two finalist firms recommended.

There was significant discussion among remaining board members about possible conflict of interest concerns and cost comparisons for the project. The group weighed the pros and cons, ultimately deciding to base their vote on which proposal would most benefit the project and City Garden as an organization.

L. Fathman made a motion to appoint ThompsonCoburn as legal representative for the 4209 Folsom Expansion Project.

A. Beasley seconded the motion.

1 - Abstained

1 - Opposed The board **VOTED** to approve the motion.

Board member Jarrod Sharp reentered the room.

E. Principal Hiring Consultant Proposal

Recommended by Academic Excellence Committee.

S. Shelton-Dodge made a motion to approve bringing in a consultant to assist with the hiring of the next School Principal.

J. Dixon seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Updates

A. Greenlight Discussion

The decision whether to move forward with the growth plan will need to be made at the June board meeting. The group was presented with concrete plans regarding:

- The academics and instruction necessities, including the role of the Institute
- The affect of culture and climate on, and in, the decision
- The financial scenarios of both expansion and non-expansion

The Academic Excellence consensus is that the committee is 100% behind this CG's growth and will be the support arm and accountability partner in the areas academic/ instruction AND culture/climate, collecting and synthesizing data as it pertains to four keys areas:

1. Principal support
2. Teacher training
3. Non-academic barriers to learning, especially systemic, and whether we are meeting those needs
4. The overall culture/climate as we rebuild trust and establish greater lines of communication between the school community, as well as improving upon the foundation that is being built

Additionally:

- It is important to remember that academically, CG has so many good things to celebrate
- Some of the challenges this past year are evidence of CG really living our values
- Success isn't always harmony

Is there anything else you need to help you made this decision in June? If so, please reach out.

B. Development Update

The Chardiy campaign was a success, raising over \$200,000.

C. Policies to Review in May/Vote on in June

Please review the policies and send any questions or comments to Shanika. We will be voting on these policies at the June meeting.

D. Questions and Comments

E. Reflection: Meeting Agreement

F. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

J. Dixon made a motion to adjourn to closed session.

A. Beasley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Smith	Aye
C. Schell	Absent
D. Desai-Ramirez	Absent
S. Deuanepheng	Aye
J. Fouse	Aye
A. Tillman	Aye
J. Dixon	Aye
S. Shelton-Dodge	Aye
L. Fathman	Aye
J. Sharp	Aye
M. Gleason	No
A. Beasley	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:03 PM.

Respectfully Submitted,
D. Fox

Documents used during the meeting

- PublicComment5.6.2020.pdf



Input for board meeting on expansion decision making process and fingerprinting

1 message

Jenny Elliott <jennyelliott04@gmail.com>
To: board@citygardenschool.org

Wed, May 6, 2020 at 6:04 PM

Dear CGM board,

I would like to comment on next month's expansion vote. My child joined City Garden Montessori at the end of the 2018/19 school year, just as the press reported on expansion plans. I had questions and concerns which I discussed with the Principal prior to accepting her spot. During this conversation I was told that the school would not move forward with expansion plan until targets, set out in the greenlighting process, were clearly met. I believe this same message was also communicated to parents who attended meetings about the CGM Strategic Plan held over the last year.

I don't think it is necessary to repeat my concerns here. They have been expressed clearly by caregivers and other stakeholders – including our teachers – over the past six months. Instead, I'd like to reflect on what I've learned since I started following the board decision-making process on this issue. Two things have stood out to me in particular:

1) While much has been made of the "greenlighting process", my impression is that there is little understanding about how to assess each of the criteria, let alone how to weigh them collectively in the decision-making process. It feels as if this has become a tick box exercise, evidenced by the fact the Board took key decisions in advance of receiving the formal "green light" to expand. These decisions – such as accepting a large grant conditional on expansion and the Folsom building purchase – have put the school in a financially vulnerable position that seems to make expansion a foregone conclusion, irrespective of its merits for kids or the community. Similarly, I note that the Board intends to take a vote this evening on the engagement of a legal firm to undertake work directly related to the renovation of the building, another liability related to an expansion project that has not been formally approved.

2) By acting this way, it feels like the board has prioritized the agendas of big donors and consultants over the voices of the CGM community (including students, guardians, teachers and the neighbourhood). This makes me sad, because I believe that the CGM community is powerful, full of creativity, and able to identify and respond to needs. However, instead of looking inward – to ask the community if and how expansion should take place, or to ask the community how its problems should be addressed and it needs met – the board looked outward to "experts". I feel like this could be the reason for much of the disconnect and disillusionment felt by many in the community.

The concerns raised by parents and guardians in December were cited by many of you as a reason for voting "no" to kindergarten expansion in 2020/21 at February's board meeting. Has anything material changed between February and now that means those same concerns do not apply to an identical expansion a year later? Have the greenlighting criteria have been met? Have the concerns raised by the community have been meaningfully addressed? Do you have the necessary data to answer questions raised by parents and guardians – for example on teacher retention, academic quality, the market demand for hundreds of additional school seats and the impact on neighborhood schools? How do the disruptions to students and staff brought on by the coronavirus closure, and the uncertainties about what this could mean for the coming year or longer, factor into the decision?

I don't know the answers to these questions and I hope that some further information (for example on teacher retention and market research) is discussed at tonight's meeting. I also recognize that decisions that have already been made make it harder to reconsider the expansion plan. I'd like to reiterate again that I am not opposed in principle to the idea of CGM expanding, but want to ensure that the environment is right so that if and when it takes place it is done well without collateral damage.

One final and unrelated comment – I note that the volunteering policy requires fingerprinting of all volunteers who spend time with children. I believe this is excessive and out of step compared to other schools (for example SLPS and STL parochial schools which require a standard background check but no fingerprinting). I am concerned that requiring fingerprinting will be a deterrent to volunteering which will have a detrimental impact on the CGM community. I'd encourage the Board to revisit this policy before formalizing it.

Best regards,

Jenny Elliott

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday April 1, 2020 at 6:30 PM

Join Zoom Meeting

Directors Present

A. Beasley (remote), A. Tillman (remote), C. Schell (remote), D. Smith (remote), J. Dixon (remote), J. Fouse (remote), J. Sharp (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepheneh (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

D. Desai-Ramirez

Guests Present

A. Mogaji (remote), C. Huck (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), J. Achtenberg (remote), P. Hurst (remote), S. Sanchez (remote)

I. Opening Items**A. Call the Meeting to Order****B. Record Attendance and Guests****C. Mission Statement****D. Introductions and Public Comment**

No public comments were received via Google Form created for this meeting.

E. Update of COVID-19 Pandemic Response and Impact

Christie provided an update about the school's activity in response to the pandemic. More details can be found in the CEO Report provided in the board packet.

F. Key questions the board should consider re: COVID-19

The board reviewed the recommendations provided by the Board on Track resource. The key areas that would need to be addressed:

- What are the critical votes that the board must take before the end of the fiscal year (June 30)?
- How will decisions/ new policies from DESE, the state, etc. impact us?
- Who steps in if the CEO or other staff leadership become ill?
- Who steps in if the Board Chair or other Executive Committee members become ill?

Action items to address the key areas identified include:

- Donna will continue to forward to the full board all communication she has/receives as it relates to the crisis, from Tueth Keeney (our legal team), charter school associations, results of her weekly meetings with Christie, etc.
- The Executive Committee will check in with school leadership this week, and every other week thereafter, to review these areas and engage the full board when necessary.
- The Governance Committee will look at the policies that might be affected by the COVID-19 crisis and make appropriate recommendations to the board.
- Donna and other board members (TBD) will provide school leadership with a synthesis of organizational resources, recommendations, new laws/policies, etc. which could be useful to pursue.

II. Action Items

A. Consent Agenda

S. Harris made a motion to approve the minutes from. Board Meeting on 02-12-20

C. Schell seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. January Financials

A. Beasley made a motion to approve the January 2020 financials.

L. Fathman seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. February Financials

J. Fouse made a motion to approve the February 2020 financials.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Virtual Learning Policy

S. Deuanepheneh made a motion to approve the Virtual Learning Policy.

A. Tillman seconded the motion.

The ABAR committee will review the policy, and bring it back for renewal if there are changes to recommend. The board **VOTED** unanimously to approve the motion.

III. Updates

A. Policies to Review in April/ Vote on in May

- The board was asked to thoroughly review the policies, and make recommendations via email to Shanika, Donna, Christie, and Debra
- The ABAR committee will review this group of policies as well
- The policies will be brought to the board for approval/adoption at the May meeting
- There will be additional policies to review and approve by the end of the fiscal year

B. Development Update

Deb Flores provided an update of the where we are in terms of meeting this years fundraising goals, noting:

- Although we achieved our goal for Gala sponsorship, there were fewer in attendance at the event, and we did not reach our Fund a Need goals
- We are planning to move forward with the Chardy Campaign on April 28/29, and are considering making the child/school connection the focus.

C. Facilities

David provided an update on the Folsom project.

- Regarding the funding for the project, we have been assured that we are still on track to meet our June obligations
- The Building and Grounds Committee will be meeting in the morning to review options in light of the crisis

D. Questions and Comments

If we do use Zoom Webinar for the next meeting, we should strive for individuals to not be muted.

E. Reflection: Meeting Agreement

- We made room for all voices
- We asked the hard questions
- We listened
- We kept children at the center

F. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

S. Harris made a motion to adjourn the regular meeting and move to closed session.

S. Shelton-Dodge seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Deuanepheneh	Aye
J. Fouse	Aye
M. Gleason	Aye
J. Sharp	Aye
J. Dixon	Aye
S. Shelton-Dodge	Aye
A. Tillman	Aye
D. Smith	Aye
A. Beasley	Aye
D. Desai-Ramirez	Absent
L. Fathman	Aye

S. Harris	Aye
C. Schell	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 PM.

Respectfully Submitted,
D. Fox

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday February 12, 2020 at 6:30 PM

Conference Line Info:

Phone number (605) 468-8013

Access code: 797536#

Directors Present

D. Smith, J. Fouse (remote), J. Sharp, L. Fathman, S. Deuanephengh, S. Harris (remote), S. Shelton-Dodge

Directors Absent

A. Beasley, A. Tillman, C. Schell, D. Desai-Ramirez, J. Dixon

Guests Present

A. Mogaji, C. Huck, D. Blank, D. Flores, D. Fox, M. Davis, P. Hurst, S. Sanchez

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Feb 12, 2020 @ 6:38 PM.

Christie acknowledged the Illiniwek peoples who first occupied this land.

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

City Garden Parent Rebecca Pagano announced that she would be live streaming the board meeting for parents who are unable to attend. She suggested that the board make it a regular practice for all board meetings.

II. Action Items

A. Consent Agenda

L. Fathman made a motion to approve the minutes from. Board Meeting on 01-15-20
S. Deuanepheng seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Greenlighting Vote Regarding Addition of 60 Kindergarten Students in Fall 2020

Each board member present shared their thoughts and how they came to the decision regarding the addition of 60 students (two new Kindergarten classrooms) in Fall 2020.
S. Deuanepheng made a motion to postpone the addition of 60 new students in Fall 2020.
S. Shelton-Dodge seconded the motion.
The board would work together to decide by June 2020 60 new students would be added for the 2021-22 school year. The board **VOTED** unanimously to approve the motion.

C. 2020-21 Fiscal Year Budget - Draft

J. Fouse made a motion to approve the draft 2020-21 Fiscal Year budget.
S. Shelton-Dodge seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. November 2019 Financials

S. Harris made a motion to approve the November 2019 Financials.
J. Sharp seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. December 2019 Financials

L. Fathman made a motion to approve the December 2019 Financials.
J. Sharp seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. FRL Admissions/Lottery Policy

S. Harris made a motion to approve the Admissions Policy which includes the Free and Reduced Lunch provision for the annual lottery.
S. Deuanepheng seconded the motion.
With recommended language revisions. The board **VOTED** unanimously to approve the motion.

G. Michelle Gleason for Board Membership

S. Harris made a motion to approve candidate Michelle Gleason for board membership.
L. Fathman seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Articles and By Laws for City Garden Montessori Foundation

J. Sharp made a motion to approve the Articles and By Laws for the City Garden Montessori Foundation.
S. Deuanepheng seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Updates

A. Academic Update

Dr. Mogaji shared the City Garden Montessori Institute Teacher Education Program presentation, and answered questions.

B. Development Update

- Deb Flores updated the group on initial plans for the Capital Campaign. She will invite Dan Reynolds of Holmes, Radford & Reynolds (our campaign consultants) to present to the board at the April or May meeting.

C. Facilities

- There has been a reset within the project team. IFF is no longer the managing the project. They will continue as Finance Partner for the expansion, with Kirby Burkholder overseeing this. HKW has taken on the role of Project Manager.
- Some decisions and commitments will need to be greenlighted by the board in the upcoming months to remain in schedule for the 2021-22 opening of the Folsom Campus.

D. Questions and Comments

E. Reflection: Meeting Agreement

F. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

The Board of Directors adjourned to closed session qt 9:29 PM to discuss personnel matters under Missouri Open Meetings and Records Law 610.021.3

S. Deuanepheneh made a motion to adjourn to Closed Meeting at 9:23 PM.

S. Shelton-Dodge seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

J. Sharp	Aye
A. Beasley	Absent
S. Shelton-Dodge	Aye
D. Smith	Aye
C. Schell	Absent
J. Dixon	Absent
A. Tillman	Absent
J. Fouse	Aye
S. Harris	Aye
D. Desai-Ramirez	Absent
S. Deuanepheneh	Aye
L. Fathman	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:27 PM.

Respectfully Submitted,
D. Fox

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday January 15, 2020 at 6:30 PM

Conference Line Info:

Phone number (605) 468-8013

Access code: 797536#

Directors Present

A. Beasley, A. Tillman, C. Schell, D. Desai-Ramirez, D. Smith, J. Dixon, J. Sharp, L. Fathman, S. Deuanepheng, S. Harris, S. Shelton-Dodge (remote)

Directors Absent

J. Fouse

Guests Present

A. Hemphill, A. Mogaji, C. Huck, D. Blank, D. Flores, D. Fox, J. Achtenberg, Mark Davis, S. Sanchez

I. Opening Items

A. Call the Meeting to Order

Faybra acknowledged the Illiniwek peoples who first occupied this land.

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Jan 15, 2020 @ 6:35 PM.

B. Record Attendance and Guests

C. Mission Statement

Shanika read the mission statement.

D. Introductions and Public Comment

A number of guests attended the meeting, among them were parents and guardians, staff, community supporters. Six individuals asked to speak:

- Sandi Bowers, staff
- Sarah Stout, parent
- Rosanna Gray-Swain, parent
- Kim Franks, parent
- Jenny Elliott, parent
- Rachel Goeke, parent

Sandi Bowers submitted a letter outlining issues that she would like addressed as a staff member and requested a meeting with the board.

The five parents who spoke shared their concerns about the expansion. All who spoke shared their love for City Garden, and acknowledged that there are a lot of things which have been done well.

Some concerns shared and questions asked:

- 50+ CG families do not want the expansion, and think that there are more immediate priorities.
- The expansion is being rushed.
- Parents want democratic voice and a vote in the decision.
- Staff needs to be offered a fair wage.
- The neighborhood, community, SLPS have not been engaged in the decision.
- Why aren't donor's funds used to invest in what the school needs now?
- CG is not an option for all children if affordable after care and bus service are not provided.
- It's not about pro or anti expansion, but if the board decides to move forward with the expansion, will it be done well?
- Is there the capacity to expand?
- Is there a demand for expansion? How many applications are received each year, and if numbers are low, why expand?
- The academic disparity should be fixed before others are invited into the community.
- What is the impact of not expanding?
- Why have some of the most powerful teachers left?
- Regarding Montessori: refocus on Montessori, lots of people want to come and be certified, the school needs to be audited by Montessori professionals to ensure methodology
- There needs to be a shift in accountability in the school.

II. Action Items

A. Approve Consent Agenda

L. Fathman made a motion to approve the minutes from. Board Meeting on 12-04-19
S. Harris seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Revised Admissions/Lottery Policy (addition of weighted lottery considerations)

There will not be a vote on this tonight. The Governance Committee has requested the board's input on the weighted lottery percentages in order to move forward. Additionally, there are currently two separate drafts of the Admissions Policy; one with language about the new lottery rules, the other with which includes additional legal statutes. The committee will

combine the policies into one, which will then be voted upon at the board's February meeting.

The board agreed that for the time being, at least 50% until we have some demographic information to refine that choice.

Steve Sanchez suggested that the board use the educational rational to determine the percentage, citing a need for balanced representation.

C. Greenlighting Review, Progress Updates and Discussion

The discussion focused around the following categories as identified in the Greenlighting Framework:

1. Program
2. Human Capital
3. Finance
4. External Community Support - Charter Authorizer
5. External Community Support - Stakeholders

Program

- The board expressed a desire to see more data, which is what the Academic Excellence and Support Committee is in the process of gathering
- In addition to the standard tests available (MAP, NWEA), it would be helpful to understand what the Panorama results will tell us
- Amira will send the results of the Reading Levels assessment
- What new initiatives have been started; what are we trying to address?
- If there are any questions about assessments, observations, tests. etc., the board should email those questions to Amira

Human Capital

- Although it was greenlighted in the early stages due to high recruitment and low retention percentages, because of feedback from staff and parents/guardians, the board is taking a step back to reevaluate how we should assess this category
- It was recommended that we survey the teachers for their perception of working conditions
- The board requested to see employee exit surveys

External Community Support - Charter Authorizer

- It is premature to give a thumbs up or a thumbs down at present
- Strong support for the steps the board is taking to understand the concerns of other stakeholders

External Community Support - Stakeholders

- Concerns regarding growth in 2020 have been raised by staff and parents
- The board will initiate meetings with stakeholders between now and the February board meeting (when the vote whether to add K classes in 2020-21 will take place)

Finance - David Blank shared the numbers to cover all scenarios:

- No expansions
- Expand 30 in 2020-21
- Expand 60 in 2020-21
- No expansion in 2020-21, with accelerated enrollment (add 60 K and 60 LE, or 4 classrooms) in 2021-22

This was provided to project the operational funding that would need to be raised in 2021-22 and beyond based upon each scenario.

III. Other Business

A. Questions and Comments

The board thanked Faybra Hemphill for her many contributions to City Garden, most notably in her work toward melding the Montessori curriculum with ABAR principles, which has had an impact on public Montessori educators beyond St. Louis.

B. Reflection: Meeting Agreement

Acknowledged tonight:

- Asking hard questions
- Create room for all voices and actively listen
- Keep the children at the center of every decision

C. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

A. Beasley made a motion to adjourn to closed session.
L. Fathman seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

D. Desai-Ramirez	Aye
J. Sharp	Absent
S. Shelton-Dodge	Aye
D. Smith	Aye
L. Fathman	Aye
C. Schell	Aye
J. Fouse	Absent
S. Deuanepheneh	Aye
J. Dixon	Aye
A. Beasley	Aye
A. Tillman	Aye
S. Harris	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:35 PM.

Respectfully Submitted,
D. Fox

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday December 4, 2019 at 6:30 PM

Conference Line Info:

Phone number (605) 468-8013

Access code: 797536#

Directors Present

A. Beasley, D. Desai-Ramirez, D. Smith, J. Dixon, J. Fouse, J. Sharp, L. Fathman, S. Deuanepheng, S. Harris, S. Shelton-Dodge

Directors Absent

A. Tillman, C. Schell

Directors Left Early

J. Fouse

Guests Present

C. Huck, D. Blank, D. Flores, D. Fox, J. Achtenberg, N. Evans, P. Hurst, S. Sanchez

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Dec 4, 2019 @ 6:32 PM.
Christie acknowledged the Illiniwek peoples.
Donna read the board meeting agreements.

B. Record Attendance and Guests

C. Mission Statement

Joelle read the Mission Statement.

D. City Garden Wellness Committee Student Presentation

Students Hannah McDonald and Joe Reid, accompanied by Tiffany Whitlock, shared an update about the work of the City Garden Wellness Committee. Among the items they shared:

- Last year's service project was a survey of students and staff about the daily lunch options
 - Older students (LE, UE, JH) took the survey on paper, and for the Primary students, Hannah and Joe obtained those responses with personal interviews
 - Results showed that the tastes of the younger students leaned toward vegetables and salads, while the tastes of the older students were widely varied
 - The most surprising result was that there was no real consensus of likes and dislikes
- This year's service project is to collect donations for the Unhoused. The students are asking for help to collect:
 - Coats, especially sizes L, XL, 2XL
 - Hats
 - Thermal gloves
 - Gift Cards to McDonalds
 - Pop Top Meals

E. Introductions and Public Comment

A number of guests - parents, staff and community members - were in attendance. We began with each member of the board and administrative staff introducing themselves to the guests.

A letter from Parents and Guardians Regarding Role in Strategic Plan and Future was distributed to all in attendance. That letter is hereby entered into record of these minutes.

Guests who requested to speak were recognized and addressed the board:

1. Adriano Udani, a City Garden parent and volunteer, spoke about the contents of the December 4, 2019 letter. He presented the framework for the requests outlined in the letter, which were focused on increased transparency into and accountability measures around the current Strategic Plan. The letter respectfully asks for:
 1. Parent and guardian representation, chosen by parents and guardians themselves, to include voting rights, on the Board of Directors;
 2. A regular feedback mechanism allowing parents and guardians a fair and public channel to receive both status updates and to shape needed approvals: e.g., "greenlighting" related to the development plan; and,
 3. Clarity on funding sources for the strategic plan as well as the relationship and accountability structures in place between the Board of Directors, Executive Director (CEO), Chief Academic Officer, City Garden staff, and parent/guardians.
2. Kim Franks, a City Garden parent, volunteer, and former board member, echoed the concerns of the letter and shared her thoughts that something is wrong in the environment that is at City Garden today.
3. Myshashima Barnes, a City Garden parent, shared her concerns that Montessori is being replaced by more traditional methods - as evidenced by the use of worksheets and rewards for their timely completion - and her thoughts about her child's progress.
4. Kelly Hicks Holloway, a City Garden parent, shared her concerns about the changes in the area, particularly the lack of affordable housing in the neighborhood, which caused her to move away. She thinks it has had an affect on the mission of City Garden, and

that what we are becoming is different from what her family was offered when she enrolled her children.

Donna thanked the guests for sharing their concerns and suggested that a more open discussion take place between the parents, the board, and school leadership. Donna and Christie will follow up to make those arrangements.

II. Action Items

A. Approve Consent Agenda

L. Fathman made a motion to approve minutes from the Board Meeting on 11-06-19. Board Meeting on 11-06-19
S. Deuanepheneh seconded the motion.
The board **VOTED** unanimously to approve the motion.
J. Fouse left early.

B. Approve October 2019 Financials

S. Harris made a motion to approve the October 2019 financials.
D. Desai-Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Budget Revision

L. Fathman made a motion to approve the budget revision.
A. Beasley seconded the motion.
The board **VOTED** unanimously to approve the motion.
It was noted by Steve Sanchez that quarterly budget revisions are mandated for schools by the state of Missouri DESE.

D. Approve FY2019 Audit

S. Harris made a motion to approve the FY19 audit.
S. Shelton-Dodge seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Development Campaigns

A. Beasley made a motion to approved Holmes, Radford, and Reynolds, Inc. as our Capital Campaign consultants.
S. Deuanepheneh seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Year End Matching Pool is \$21,000, and we are hoping to secure another \$9,000 for a total of \$30,000 for this year's appeal.

III. Information Items

A. Academic Update

The Academic Excellence Committee met for the first time this week. The minutes will be included in next month's board packet, and Jesse shared some of the highlights of the meeting with the group:

- There is a lot of data to consider, with multiple variables
- The group agreed that they need to look at it in a systematized way
- There are many different audiences that will be using the data
- How are the indicators prioritized based on audience
 - Teachers should be the top priority

- We need to determine how to have a balanced scorecard

B. Governance

- The board was asked to review the drafts of the following documents and send any comments, suggestions, to Shanika or Donna:
 - The Admissions/Lottery Policy
 - Articles for Incorporation and By Laws for the City Garden Foundation
- The board was also asked to review the Application and Resume of Michelle Gleason for board membership

These items, pending recommendation by the Governance committee to move forward, will be voted on at the January board meeting.

C. Facilities Project Update

The "Options" for adding two additional classrooms to the current building to house additional students were shared with the board. The reason that this design work to add room for 60 students is being done in advance is to reduce the time it will take to execute the build if it is greenlighted this FY.

In addition to the options, the board requested:

- Other costs that we would need to incur based upon the option (e.g., maintenance, adding plumbing, electrical, water, etc.)
- That the architect and the education professions are brought in about the options
- A summary chart to help the board with the decision

D. Greenlighting Review, Progress Updates and Discussion

After reviewing the greenlighting framework and criteria, the board has determined that there were two areas in particular they wanted additional information:

- **How is City Garden measuring school culture and climate, and how will we ensure a strong and positive school culture and climate as the school grows?**

Response:

City Garden has begun to measure school culture and climate via a survey tool called Panorama. We gathered baseline data from students and parents this Fall, and will be utilizing this data to develop additional strategies to ensure that we are serving the whole child, that there is a strong sense of belonging across all of our demographic groups, and that we exhibit a commitment to the core value of "connection through community." Early data shows that, overall, we have a strong school climate and culture—and, that there are opportunities to improve.

- **Given that the current building ownership has not agreed to City Garden accessing the additional 2,000 square feet on the southeast end of the building, which City Garden has been planning to renovate for the initial expansion, what are alternative facilities plans for the additional 60 kindergarten students in 2020-21? What are the pros and cons/ challenges and opportunities of each of these?**

Response:

- Options for alternative space and estimated costs have been presented.
- What additional information is needed to make an informed decision?
- We also need to review other questions about the decision raised during the community engagement session regarding the addition of 60 students in 2020.

E. Board Goals - Status Update

According to the Board Goals Tracking dashboard, we are on track.

IV. Other Business

A. Questions and Comments

B. Reflection: Meeting Agreement

None done this session.

C. Included in Packet as Reading Materials

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:40 PM.

Respectfully Submitted,
D. Fox

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday November 6, 2019 at 6:30 PM

Conference Line Info:

Phone number (605) 468-8013

Access code: 797536#

Directors Present

A. Beasley, A. Tillman, C. Schell, D. Desai-Ramirez, D. Smith, J. Dixon, J. Fouse, L. Fathman, S. Deuanepheng, S. Harris, S. Shelton-Dodge

Directors Absent

J. Sharp

Directors Left Early

A. Tillman

Guests Present

A. Mogaji, C. Huck, D. Blank, D. Flores, D. Fox, J. Achtenberg, N. Evans, P. Hurst, S. Sanchez

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Nov 6, 2019 @ 6:30 PM.

Dr. Evans led the acknowledgment of the Illiniwek peoples.

B. Record Attendance and Guests

Doug Thaman joined us as a guest.

C. Mission Statement

Read by Shanika Harris

D. Introductions and Public Comment

Welcome to our two newest board members, Joelle Fouse and Susie Shelton-Dodge.

E. Doug Thaman - Missouri Charter Public School Association

Doug shared with the board information about the glitch in the charter student funding allocation and what is being done to correct it.

II. Action Items

A. Approve Consent Agenda

S. Harris made a motion to approve minutes from the Board Meeting on 10-02-19. Board Meeting on 10-02-19

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Approve September 2019 Financials

L. Fathman made a motion to approve the September 2019 financials.

A. Tillman seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Sign 2019-20 Board Commitment

All board members present signed the Board Commitments. The signed documents were collected, and signatures of the Board Chair and CEO will be made. Copies will be kept on file at the school and originals will be returned to members.

III. Information Items

A. Greenlighting Review, Progress Updates and Discussion

Academics

- It was agreed that even though goals were missed by 1-20%, the small number of students responsible for this discrepancy indicated that it was an issue that could be overcome. The recommendation is to green light.
- Regarding evaluating School Culture and Guide Recruitment and Retention, it was recommended that the Academic Excellence Committee reestablish the criteria to reflect not only quantitative, but include qualitative measures as well.
- Regarding External/Community Support of Charter Authorizer, replace "Support with some hesitation" with "Support with cautions having been articulated".

Finances

- Funding is being secured for the expansion. There are no concerns here.

Facilities

- Although most aspects are in place, the real determination depends on whether we will be allowed to lease/purchase the additional 2,000 SF needed to add two Kindergarten classrooms. The "Go" deadline will be extended to January if necessary, and the project team has been charged with presenting options should the additional 2,000 SF not become available. Those options should be provided to the board at the December meeting.

•

B. Academic Update

- The Fall NWEA scores were discussed. It was recommended that the Academic Excellence Committee explore how NWEA scores correlate with college readiness/ACT scores.
- The Panorama Survey process was discussed as a method we are using to measure student's and parent's perception of school climate, feelings of belonging, and social-emotional aspects of the school.
- Teacher Evaluation is underway.

C. Facilities Project Update

- The Facilities project team is evaluating potential general contractors for the expansion, and will have recommendations to the board sometime next week. The board will vote on that recommendation via Zoom meeting.
- Staff, students, and parents are being engaged in the design process of the new spaces.

D. Board Goals - Status Update

Goals Tracking

- The leadership team shared their assessment of where we are as of October 31. This document will be updated and shared each month.

Growth Campaign

- Timeline and estimated financial needs for the campaign were shared

IV. Other Business

A. Questions and Comments

A. Tillman left early.

At 8:40 AM

B. Reflection: Meeting Agreement

Board agreements discussion yielded the following observations:

- Asked difficult questions (3)
- Created room for all voices/actively listened (2)
- Kept children at the center (4)
- Acknowledged other ideas/points of view (2)

C. Included in Packet as Reading Materials

V. Closing Items

A. Adjourn to Closed Session - Requires Roll Call Vote

S. Deuanepheng made a motion to adjourn to closed session.

L. Fathman seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Shelton-Dodge Aye
S. Harris Aye

J. Dixon	Aye
J. Sharp	Absent
L. Fathman	Aye
A. Tillman	Absent
J. Fouse	Aye
D. Desai-Ramirez	Aye
D. Smith	Aye
S. Deuanephengh	Aye
A. Beasley	Aye
C. Schell	Aye

B. Adjourn Meeting

S. Deuanephengh made a motion to adjourn the meeting.

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:30 PM.

Respectfully Submitted,

D. Fox

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday October 2, 2019 at 6:30 PM

Directors Present

A. Beasley (remote), C. Schell, D. Smith, J. Dixon, J. Sharp, L. Fathman, S. Deuanepheneh, S. Harris

Directors Absent

A. Tillman, D. Desai-Ramirez

Directors Arrived Late

A. Beasley

Guests Present

A. Mogaji, C. Huck, D. Blank, D. Flores, D. Fox, J. Achtenberg, P. Hurst, S. Sanchez

I. Opening Items

A. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Oct 2, 2019 @ 6:30 PM.

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

Christie shared with the group the awarding of the US Department of Education Charter School Expansion Grant for \$1.47 Million over 5 years.

E. Approve Consent Agenda

L. Fathman made a motion to approve minutes from the Board Meeting on 09-04-19.
S. Harris seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Action Items

A. Approve July 2019 Financials

S. Harris made a motion to approve the July 2019 Financials.
L. Fathman seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve August 2019 Financials

L. Fathman made a motion to approve the August 2019 Financials.
J. Sharp seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Q1 Budget Revision

S. Harris made a motion to approve the Q1 budget revisions.
C. Schell seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Board Membership for Joelle Fouse

S. Deuanepheng made a motion to approve the board membership of Joelle Fouse.
C. Schell seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Board Membership for Susie Shelton-Dodge

J. Dixon made a motion to approve the board membership of Susie Shelton-Dodge.
S. Deuanepheng seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Adopt Board Commitment, Revised Meeting Agreement, Board Goals

Commitment was revised as follows:

- #1 - change CMGS to CGMS
- #18 - add "and at least once yearly thereafter" to the end of the sentence.

S. Deuanepheng made a motion to approve, with revisions, the adoption of the Board Commitment, Meeting Agreements, and Board Goals.
L. Fathman seconded the motion.
The board **VOTED** unanimously to approve the motion.
Each member of the board will sign the commitment, along with new members Joelle Fouse and Susie Shelton-Dodge, during the next board meeting on November 6, 2019.

III. Information Items

A. Development Update

- The Development Committee will have its first meeting of the year on October 9, 2019
- The development plan was shared
- The "Timeline for a Capital Campaign" document was shared with the board to begin the discussion about what is reasonable for the current expansion plan

- A draft of the Comprehensive Campaign Feasibility Study RFP was shared for feedback from the group

B. SLU 2018-19 Evaluation

Steve Sanchez provided a summary of Saint Louis University's 2018-19 Evaluation of City Garden.

C. Greenlighting Review, Progress Updates and Discussion

The board discussed the greenlighting process that was developed to assist in making the decision to move forward with various aspects of the expansion plan. The board asked for a shortened version of the plan that reflects only the categories represented in this year's board goals, and to further cull out only the steps that are germane to deciding whether to add to 60 new students in 2020. It was requested that the staff assign "Go", "Discuss" and "No Go" to each category.

A. Beasley arrived late.

IV. Closing Items

A. Adjourn Meeting

S. Deuanepheneh made a motion to adjourn the meeting.

S. Harris seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:25 PM.

Respectfully Submitted,

D. Fox

APPROVED



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday September 4, 2019 at 6:30 PM

Conference Line Info

Phone number: (605)468-8013

Access code: 797536#

Directors Present

A. Beasley, A. Tillman, C. Schell, D. Desai-Ramirez (remote), D. Smith, J. Sharp, L. Fathman, S. Deuanepheng, S. Harris

Directors Absent

J. Dixon

Guests Present

A. Hemphill, A. Mogaji, C. Huck, D. Blank, D. Flores, D. Fox, J. Achtenberg, N. Evans, S. Sanchez

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Smith called a meeting of the board of directors of City Garden Montessori School to order on Wednesday Sep 4, 2019 @ 6:33 PM.

C. Mission Statement

Read by Sysco

D. Introductions and Public Comment

None

E. Approval of Consent Agenda

S. Harris made a motion to approve the consent agenda.

L. Fathman seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Action Items

A. FY2019 Financials

A. Tillman made a motion to approve the FY19 Financials.

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Approve Finance Committee Recommendation of Kerber, Eck, and Braeckel for Auditor

S. Harris made a motion to approve the contract with Kerber, Eck, and Braeckel to perform the school's annual audit.

C. Schell seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Approve Special Education Local Compliance Plan

L. Fathman made a motion to approve that the school adopt the Special Education Local Compliance Plan made available by the Missouri Department of Elementary and Secondary Education.

A. Beasley seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Approve Gift from Jack Baumstark

S. Deuanepheneh made a motion to approve the acceptance of \$1,000,000.00 in funds in return for naming rights as designated in the Gift Agreement between City Garden Montessori School and John T. (Jack) Baumstark.

A. Tillman seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Information Items

A. Items from Board Retreat

It was recommended that a classroom observation within the first year of joining the board be added to the commitments. The board will review the Commitments, Goals, Meeting Agreement and Start-Improve documents and send any questions or suggestions to Donna.

B. Academic Update

- Amira shared her observations from her first 8 weeks with the group
- There are areas of the Performance Contract with SLU that need to be re-examined, and Amira, Jesse, Steve and Christie are presently reviewing those to:
 - revise the goals to be more realistically in line with the data, and
 - identify the action steps to get there

C. Foundation Update and Gift Acceptance Policies

The board asked that the proposed policies be revised to be similar to the Baumstark Gift Acceptance, which is straightforward, less verbose.

D. Board Member Candidates Joelle Fouse and Susie Shelton-Dodge

The board asked that Governance Committee also review the candidates and make a recommendation that can be voted on at the October board meeting.

IV. Closing Items

A. Adjourn to Closed Session - Requires Roll Call Vote

A. Beasley made a motion to adjourn to Closed Session to discuss real estate and personnel matters.

J. Sharp seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

A. Beasley	Aye
J. Sharp	Aye
D. Smith	Aye
S. Deuanephengh	Aye
D. Desai-Ramirez	Aye
L. Fathman	Aye
A. Tillman	Aye
J. Dixon	Absent
C. Schell	Aye
S. Harris	Aye

B. Adjourn Closed Session to and reopen public Board of Directors Meeting at 9:18 PM

S. Harris made a motion to end Closed Session and resume the public meeting of the Board of Directors.

A. Tillman seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Adding Signatories to the Bank Accounts

A. Beasley made a motion to add Deb Flores and Amira Mogaji signatories to the bank account.

S. Deuanephengh seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:20 PM.

Respectfully Submitted,

D. Fox

A. Tillman made a motion to adjourn the meeting.

S. Deuanephengh seconded the motion.

The board **VOTED** unanimously to approve the motion.