

APPROVED



City Garden Montessori School

Minutes

Special Board Meeting

Date and Time

Thursday May 13, 2021 at 2:15 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUhVMW1yaENSZz09)

[pwd=Y1g4U0htVGYyZ1ZFUhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUhVMW1yaENSZz09)

Passcode: 465967

Directors Present

A. Beasley, D. Smith, J. Fouse, L. Fathman, M. Gleason, S. Deuanephenh, S. Shelton-Dodge

Directors Absent

J. Sharp, S. Haigler, S. Williams

Guests Present

C. Huck (remote), D. Fox (remote), G. Ritter (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 13, 2021 at 2:24 PM.

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

There was no public comment.

II. Action Items

A. Approval of FY2020 990

A. Beasley made a motion to approve the FY2020 990.

L. Fathman seconded the motion.

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

III. Closing Items

A. Adjourn to Closed Session

B. Upcoming Board/Committee Meetings

C. Adjourn Meeting

S. Shelton-Dodge made a motion to adjourn to closed session.

M. Gleason seconded the motion.

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

Roll Call

S. Williams Absent

S. Shelton-Dodge Aye

S. Haigler Absent

D. Smith Aye

A. Beasley Aye

L. Fathman Aye

J. Sharp Absent

S. Deuanephenh Aye

J. Fouse Aye

M. Gleason Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:30 PM.

Respectfully Submitted,

D. Fox



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday May 5, 2021 at 6:30 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

[pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

Passcode: 465967

Directors Present

D. Smith (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanephenh (remote), S. Haigler (remote), S. Shelton-Dodge (remote), S. Williams (remote)

Directors Absent

A. Beasley, J. Fouse, J. Sharp

Guests Present

C. Flynn (remote), C. Huck (remote), C. Isom (remote), D. Blank (remote), D. Fox (remote), G. Ritter (remote), J. Martinez-Woods (remote)

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

There was no public comment.

II. Action Items

A. Approve Minutes from the April 2021 Meeting

L. Fathman made a motion to approve the minutes from Board Meeting on 04-07-21.

S. Shelton-Dodge seconded the motion.

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

B. March Financials

S. Haigler made a motion to approve the March 2021 financials.

S. Williams seconded the motion.

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

C. Approval of Expenditures Over \$5,000

S. Deuanephenh made a motion to approve the expenditures over \$5,000.

S. Shelton-Dodge seconded the motion.

- \$30,000 is for PD/certification fees for this school year and FY2022
-

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

D. Approval of New Policies

L. Fathman made a motion to approve the set of 27 new policies.

S. Deuanephenh seconded the motion.

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

III. Information Items

A. Academic Update

Crystal compared the first screening to most recent iReady.

- Math had the most gains
- Reading was mixed, with slight dips in 2nd and 4th grades, and slight increases in other grades

There were questions from board members about the possible take-aways from the scores; whether the data provided by iReady could be assessed by room and demographic factors; and if the scores could be indicative of how they students would perform on MAP tests. Crystal indicated that:

- Students who had support systems in place, whether it be attending in-person or having a strong and consistent supports at home, saw increases during the most recent testing.
- The testing environment could also have an impact on the scores. The first iReady tests were done remotely, while the most recent testing was done in-person at school.
- There is a difference for children in poverty

The board found the data helpful, and appreciated the way it was presented.

B. Update Regarding Proposed Admission Policy Change: Opening Enrollment to Other Grade Levels

David shared the work of the New Student Admission Impact Committee with the board. There have been no decisions about which grade levels a change might affect, and are leaning toward revising the policy to include all grades accepted as positions become available, rather than only K, 1st and 2nd grades.

The board will vote on whether to revise the policy at the June meeting.

C. Development Update

Cassidy provided an update of this year's expected donation activity and introduced next year's projections,

D. FY2021-22 Budget Draft

The recent iteration of the 2021-22 budget was presented to the board for their review and to provide an opportunity to ask questions.

- David will send board members the PPT and an outline of the ESSER 2 and ESSER 3 funds
- Please send questions to Donna by May 9th , who will compile them and get answers from David

E. CEO Report

Christie provided an update on:

1. Admissions

- 76 students have been accepted for Kindergarten, and we have extended the application period to June 1 to fill all 90 openings
- We are also filling 1st and 2nd grade open spots
- Primary (PreK) is still in process
- The new Assistant Principal will oversee admissions and recruitment

2. Department of Education Grant Update

- The grant team met with the DOE for a comprehensive review of our expenditures
- We received some good feedback though the process
- We will not receive a report on their review for up to 6 months

3. Missouri state legislature's attempt, through HB952, to prohibit the 1619 Project, and subsequently Critical Race Theory and other ABAR teachings, from being taught in schools.

F. Board Leadership Slate and Board Term Renewals

The recommended slate of officers and board members up for term renewal is presented, and will be voted on at the June board meeting.

IV. Final Items

A. Questions and Comments

It would be helpful to see narrative in addition to data regarding iReady results.

B. Reflection: Meeting Agreement

What can we do better?

- Ask more questions to try to understand (especially if you feel awkward)

C. Included in Packet as Reading Materials

V. Closing Items

A. Adjourn to Closed Session - Personnel (RSMo 610.021.3)

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

S. Shelton-Dodge seconded the motion.

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

Roll Call

| | |
|------------------|--------|
| S. Deuanephenh | Aye |
| J. Fouse | Absent |
| J. Sharp | Absent |
| S. Haigler | Aye |
| D. Smith | Aye |
| M. Gleason | Aye |
| S. Williams | Aye |
| S. Shelton-Dodge | Aye |
| A. Beasley | Absent |
| 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 9:05 PM.

Respectfully Submitted,
D. Fox



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday April 7, 2021 at 6:30 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

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Passcode: 465967

Directors Present

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

Directors Absent

None

Guests Present

C. Flynn (remote), C. Huck (remote), D. Blank (remote), D. Fox (remote), Fatema Rangwala - Guest Presenter from Kumon (remote), J. Achtenberg (remote), J. Martinez-Woods (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 Apr 7, 2021 at 6:36 PM.

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

No public comment. There were four attendees at the beginning of the meeting.

E. Kumon Presentation

Fatema Rangwala shared an update on the progress of the students who have been attending Kumon math sessions this year. This update will also be share with CG parents later this week.

Of the 26 students who have attended consistently:

- 100% of students are two Kumon levels ahead from level at enrollment
- **...A word about Kumon levels: These are internationally determined and not attuned with any countries' or state's testing/achievement standards**
- 80% of students are 3 Kumon levels ahead
- 26% of students are 4 Kumon levels ahead
- 11% of students are 5 Kumon levels ahead
- 7% of students are 6 Kumon levels ahead
- 35% of students will be at grade level or higher by the end of summer 2021
- All students will have improved from when they began

The focus at Kumon is strictly on the numbers, and the approach is on strengthening the practices learned to master addition, subtraction, multiplication and division. In doing so, the skills become automatic for the student. Its affect has been compared to that of "muscle memory".

The board asked questions during the presentation, and walked through the results provided on the charts of two students who were highlighted, All were encouraged by the progress made in the first few months. They discussed with staff some of the challenges a few of our Kumon students have had to stay current with the program in the time of COVID, and inquired about the possibility of reconvening it, or something like it, during the next school year.

II. Action Items

A. Approve Minutes from the February 2021 Meeting

S. Williams made a motion to approve the minutes from Board Meeting on 02-17-21.

S. Haigler seconded the motion.

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

B. Approve Minutes from the March 17 Special Board Meeting

S. Deuanepenh made a motion to approve the minutes from Special Board Meeting on 03-17-21.

L. Fathman seconded the motion.

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

C. January Financials

J. Fouse made a motion to approve the January 2021 Financials.

M. Gleason seconded the motion.

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

D. February Financials

A. Beasley made a motion to approve the February Financials.

S. Haigler seconded the motion.

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

E. Approval of Expenditures Over \$5,000

A. Beasley made a motion to approve all expenditures of \$5,000 presented to the board.

J. Sharp seconded the motion.

Susie Shelton-Dodge abstained from the vote.

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

F. Board Goals Dashboard

S. Deuanephenh made a motion to approve the Board Goals Dashboard.

S. Williams seconded the motion.

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

III. Information Items

A. New Policies Review

The board was asked to review the policies and to send any questions or feedback to Shanika. This group of policies will be up for vote during the May board meeting.

B. Building Update

- Construction is moving along, and we are planning to open the school at the end of August. The new entrance to the building will not be completed before school opens, and we will need to determine how the students will enter the building for the first month or so.
- Closing is imminent. The final details of insurance are being ironed out.

C. CEO Report

Christie updated the board and staff on:

- The Bloom Anew fundraiser later this month. We are still seeking sponsors and donors to help us reach our goal of \$400,000.
- Capital Campaign - The past several months have been spent completing the financing for 4209 Folsom, securing approximately \$8 million in tax credit revenue, establishing our case for support, developing our campaign donor prospect list, and making lead gift solicitations. Between 2018 and 2020, we raised \$5,000,000, and we have raised \$775,000 since Fall, 2020. There are another \$4,050,000 asks out. We have \$6,825,000 left to raise.
- We have a plan in place - which has already begun - to move from 1618 to 4209 Folsom in August
- To date there are 83 students registered for Kindergarten. With 90 spots, there was not need to conduct a lottery this year.
- We have been working with the St. Louis Leaders Collaborative - which includes charter school and public school (Kelvin Adams from SLPS) administrators to ensure the academic future of the city is coordinated by our varied institutions.

**D. Board Chair Report
Design Team Update**

- The staff decision-making design team joined the board members during one of the meetings to share what they learned, and impressed the board with their knowledge and persistence
- The board recruitment process team has made some good progress, and expect to have something in place for 2021-22 school year

Planning for 2021-22

- There will be a Board Retreat on June 5th to determine the board's work for next year
- Going hand in hand with what the Design Team is working on, part of that work will include some PD about recruiting candidates for board and committee membership

IV. Final Items

A. Questions and Comments

B. Reflection: Meeting Agreement

One example of what we did well during this meeting was provided by Shanika: Asking questions and not shying away from challenges.

C. Included in Packet as Reading Materials

V. Closing Items

A. Adjourn to Closed Session

The board did not have any closed session agenda items and therefore did not go into closed session.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
D. Fox



City Garden Montessori School

Minutes

Special Board Meeting

Date and Time

Wednesday March 17, 2021 at 6:30 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

[pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

Passcode: 465967

Directors Present

A. Beasley (remote), D. Smith (remote), J. Fouse (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepenh (remote), S. Shelton-Dodge (remote), S. Williams (remote)

Directors Absent

J. Sharp, S. Haigler

Guests Present

D. Fox (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 Mar 17, 2021 at 6:35 PM.

B. Record Attendance and Guests

C. Mission Statement

Read by Donna Smith.

D. Introductions and Public Comment

There was no public comment.

II. Closing Items

A. Adjourn to Closed Session

S. Shelton-Dodge made a motion to adjourn the open meeting and convene a closed session.

A. Beasley seconded the motion.

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

Roll Call

| | |
|------------------|--------|
| D. Smith | Aye |
| A. Beasley | Aye |
| J. Sharp | Absent |
| S. Williams | Aye |
| L. Fathman | Aye |
| S. Deuanephenh | Aye |
| S. Haigler | Absent |
| J. Fouse | Aye |
| S. Shelton-Dodge | Aye |
| M. Gleason | Aye |

B. Upcoming Board/Committee Meetings

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:38 PM.

Respectfully Submitted,
D. Fox



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday February 17, 2021 at 6:30 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

[pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

Passcode: 465967

Directors Present

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

Directors Absent

None

Guests Present

C. Flynn (remote), C. Huck (remote), C. Isom (remote), D. Blank (remote), D. Fox (remote), E. Rhinesmith (remote), G. Ritter (remote), I. Rubin (remote), J. Martinez-Woods (remote), L. deLearie (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 Feb 17, 2021 at 6:33 PM.

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

No public comment.

E. School Dashboard Update

Izzy Rubin from The Opportunity Trust, who has been working with the Academic Excellence Committee, presented. She shared:

- The process that was used to assess which data sets would be featured and how to present it in a meaningful way to reveal patterns and trends
- The methods that needed to be implemented to ensure the consistent capture and reliable analysis of the data
- A mocked up version of what the dashboard will include, with information displayed in alignment with our mission to Reimagine Education, Reimagine Community and Reinvigorate our World

II. Action Items

A. Approve Minutes from the January 2021 Meeting

S. Deuanephenh made a motion to approve the minutes from Board Meeting on 01-13-21.

S. Shelton-Dodge seconded the motion.

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

B. Approve Minutes from the January 27 Special Board Meeting

A. Beasley made a motion to approve the minutes from Special Board Meeting on 01-27-21.

S. Haigler seconded the motion.

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

C. December Financials

S. Williams made a motion to approve the December financials.

L. Fathman seconded the motion.

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

D. Approval of Expenditures Over \$5,000

S. Williams made a motion to approve the expenditures over \$5,000.

S. Shelton-Dodge seconded the motion.

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

E. Draft of 2021-22 Budget

S. Williams made a motion to approve the draft of the 2021-22 budget.

S. Deuanephenh seconded the motion.

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

F. Check Signatory Approval

A. Beasley made a motion to add David Blank, COO, as designated signee on all bank accounts. This is in addition to current signees Donna Smith, Board Chair, Sisouphanh Deuanephenh, Board Treasurer, and Christie Huck, CEO.

M. Gleason seconded the motion.

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

G. Staff Vaccine Policy

L. Fathman made a motion to approve the Staff COVID Vaccine Policy.

A. Beasley seconded the motion.

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

H. Financing for 4209 Folsom Project

S. Deuanepenh made a motion to approve: 1) all of the transactions and discussions stated in the presentation; 2) Christie Huck and/or David Blank to execute needed to make these transactions occur; 3) all prior actions taken by Christie Huck and David Blank moving the project forward; 4) taking these actions on behalf of the school and its affiliate entities.

S. Haigler seconded the motion.

- Jarrod Sharp abstained.
- Once approved, the details will be executed in a formal resolution.

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

III. Information Items

A. Board Goals Dashboard and Roadmap Update

Board members shared their thoughts on each of the categories represented.

- Academic Oversight
- Board Development
- Sustainability and Growth
- Organizational Oversight

Liz and Donna will tweak the dashboard based on the comments and suggestions, and the board will vote on the plan at the next meeting.

Suggestions moving forward:

- Recruit and identify a chair person for the Academic Excellence Committee
- Update the board member recruitment process
- Draft the goals for next year prior to the August board retreat and determine timeline and action plan then
- Ensure that all required policies have been approved by the end of this school year

B. NWEA Data Presentation

Evan Rhinesmith from Saint Louis University presented his evaluation of the NWEA scores for City Garden students in Reading and Math from 2012-13 to the recent 2020-21 winter assessments, with the focus on scores and growth indices.

Some of the results when assessing Reading scores:

- On average, White students have experienced higher levels of growth than their non-white peers
 - Gaps tend to increase the most starting in grade 4
 - The Black-White achievement gap is larger than the White-Non-white achievement gap
- Upper Elementary has been slightly more volatile
- Junior High has exceeded projected growth each of the two prior years

- All three levels did not meet the projected growth targets for 2021

Some of the results when assessing Math scores:

- On average, white students have experienced higher levels of growth than their non-white peers
 - Across student demographic groups, there is a strong pattern that CGMS students do not make positive progress in Grades 3 through 5
 - Non-white students make large gains in Grade 7, but evidence suggests that the gains are not sustained into Grade 8
- Lower Elementary often has higher levels of projected growth, and has been exceeding those projections
- Upper Elementary math often has observed growth below where students are projected, with 2021 seeing a large gap between projected and observed growth
- Junior High has exceeded projected growth every year, which is important given the upper elementary performance patterns

Recommendations for CGMS to consider

- In order to more accurately measure year-to-year and within-year growth, CGMS should implement fall/spring testing
- Winter testing provides opportunities for a check on meeting goals, but there are potential issues

The board and staff asked questions about the methodology and the interpreted results. After the presentation, the board discussed with staff the measures that are currently in effect (such as Kumon tutoring), or planned for implementation in the future, to address the issues. Staff was asked to provide an update at the next board meeting.

C. Questions and Comments

D. Reflection: Meeting Agreement

One thing we could have done better during this month's meeting: Ask more questions.

E. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

Due to the lateness of the hour, the board will not be going into closed session this evening.

B. Adjourn Meeting

S. Deuanephenh made a motion to adjourn the meeting.

L. Fathman 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 9:15 PM.

Respectfully Submitted,
D. Fox



City Garden Montessori School

Minutes

Special Board Meeting

Date and Time

Wednesday January 27, 2021 at 12:00 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

[pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

Passcode: 465967

Directors Present

A. Beasley (remote), D. Smith (remote), J. Sharp (remote), L. Fathman (remote), M. Gleason (remote), S. Deuanepenh (remote), S. Shelton-Dodge (remote), S. Williams (remote)

Directors Absent

J. Fouse, S. Haigler

Directors who left before the meeting adjourned

J. Sharp

Guests Present

C. Flynn (remote), C. Huck (remote), D. Blank (remote), D. Fox (remote), J. Martinez-Woods (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

There was no public comment.

II. Action Items

A. New Paycheck Protection Program (PPP) Funding

- It was determined that we are eligible for a Second Draw PPP Loan as we meet the borrowing qualifications which are:
 - Previously received a First Draw PPP Loan and will or has used the full amount only for authorized uses;
 - Has no more than 300 employees; and
 - Can demonstrate at least a 25% reduction in gross receipts between comparable quarters in 2019 and 2020.
- This was discussed at the January Finance Committee meeting, and the committee recommended that City Garden apply
- We will be using the 4th Quarter (calendar year) financial data to apply, which will be backed up with financial filings, including bank statements

J. Sharp left.

A. Beasley made a motion to approve of staff to apply for the Second Draw PPP Loan.

S. Shelton-Dodge seconded the motion.

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

III. Closing Items

A. Adjourn Meeting

L. Fathman made a motion to adjourn the meeting.

S. Deuanepenh 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 12:28 PM.

Respectfully Submitted,

D. Fox



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday January 13, 2021 at 6:30 PM

Via Zoom Webinar:

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[pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

Passcode: 465967

Directors Present

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

Directors Absent

S. Haigler

Guests Present

C. Flynn (remote), C. Huck (remote), C. Isom (remote), D. Blank (remote), D. Fox (remote), Elizabeth Oakley - representing KEB (remote), G. Ritter (remote), J. Martinez-Woods (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 Jan 13, 2021 @ 6:34 PM.

B. Record Attendance and Guests

C. Mission Statement

D. Introductions and Public Comment

City Garden parent Sarah Stout addressed the board with questions resulting from her attendance at the SLPS meeting on Tuesday. The questions were entered into the chat and will be attached to the official record of this meeting.

II. Action Items

A. The FY20 Audit

Elizabeth Oakley from our auditing firm KEB answered questions from board members.

S. Williams made a motion to approved the FY20 Audit.

M. Gleason seconded the motion.

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

B. Approve Minutes from December 2020 Meeting

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

S. Shelton-Dodge seconded the motion.

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

C. November Financials

S. Williams made a motion to approve the November 2020 financials.

M. Gleason seconded the motion.

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

D. Expenditures Over \$5,000

- Regarding Allison Montessori materials purchase, we chose them because they were the company most aligned with our ABAR commitment, and are owned by a person of color (POC)
- Crystal will send board members information and video clips from "we are" program.

A. Beasley made a motion to approve the presented expenditures over \$5,000.

L. Fathman seconded the motion.

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

E. City Garden Montessori Institute Teacher Education Program Handbook

A. Beasley made a motion to approve the CGMI Teacher Education Program Handbook.

S. Shelton-Dodge seconded the motion.

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

III. Information Items

A. COVID-19 Vaccine Policy

- The board reviewed the letter from the MCPSA legal advisor and the two versions of the policy - Mandatory and Strongly Encourage
- CG has surveyed staff members about their willingness to have the vaccine

- It was recommended that more information about the vaccine (documents, health care provider visit) be provided to staff in conjunction with adopting a policy
- Tueth Keeney (CG legal counsel) will review the two versions of the policy and make their recommendation to the board
- The board will vote on the policy at the February meeting

B. Board Goals Dashboard and Roadmap Update

- Liz shared the most recent version of the dashboard and asked for feedback (especially about the "measurements" aspect) by January 22nd
- The dashboard will be presented for a vote of approval in February

C. Principal Update

Crystal shared the data findings with the board. Of note:

- There is a marked difference in the scores of students who have moderate/strong support at home and those have little or none. The takeaway is that students with lower levels of support at home need to be in the building, or in lieu of that, we need to find more resources to support those students.
- More students and parents are starting to see how iReady will help with their growth.
- The main focus this year is on literacy. Staff have been asked to come up with plans for all students.

D. Development Report

Cassidy shared Development & Communications Strategic Framework for the remainder of the fiscal year. Of note:

- We are seeking feedback from board members about the type of detail they would like to see regarding the annual fund and the capital campaign
- We are embarking on a Prospect and Influencer project to build relationships with prospective future donors

E. 4209 Folsom Project Update

Jarrold shared an update that included the complexity of the timing of the various financial partners which were factors in the decision to move the closing from January 15th to the end of February.

F. CEO Report

- COVID - 19: The staff has returned to the school building for this semester, and were involved in the decision which led to their return
- Student Recruitment: Our focused student recruitment efforts are starting to pay off, and have increased the number of applications for both Kindergarten (70 so far) and our preschool (61, and we have not yet included current or previously enrolled families in this count)
- Charter School Growth Fund Grant: The grant is for \$650K, \$250K will be received in 4-6 weeks, with the remainder over the next two year (3 year grant)
- ED Fuel: We are working with them to develop a strategic plan around talent
- We have received the data from Panorama and a copy of the full report was included in the meeting packet. Examples of the results include:

- Students in grades 3-5 and 6-8 scored in the 85th percentile in the area of relationships with their teachers
- We have some work to do in the areas of self-efficacy and social awareness (54th and 62nd percentiles, respectively)

G. Questions and Comments

H. Reflection: Meeting Agreement

Donna asked for one person to share a reflection this month, and Sysco replied with: We did a great job asking questions tonight.

I. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

A. Beasley made a motion to adjourn to closed session.

J. Fouse seconded the motion.

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

Roll Call

| | |
|------------------|--------|
| S. Shelton-Dodge | Aye |
| S. Haigler | Absent |
| D. Smith | Aye |
| S. Williams | Aye |
| J. Fouse | Aye |
| S. Deuanephenh | Aye |
| M. Gleason | Aye |
| J. Sharp | Aye |
| A. Beasley | 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 8:50 PM.

Respectfully Submitted,
D. Fox

Documents used during the meeting

- Public Comment1.13.2021.pdf



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday December 2, 2020 at 6:30 PM

Via Zoom Webinar:

[https://us02web.zoom.us/j/89785080078?](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

[pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09](https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYyZ1ZFUjhVMW1yaENSZz09)

Passcode: 465967

Directors Present

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

Directors Absent

J. Dixon, J. Fouse

Guests Present

C. Huck (remote), C. Isom (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), G. Ritter (remote), J. Achtenberg (remote), J. Martinez-Woods (remote), S. Sanchez (remote)

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

C. Mission Statement

Sysco presented the Land Acknowledgement. Donna read the Mission Statement.

D. Introductions and Public Comment

None, with 3 attendees noted.

II. Action Items

A. Approve Minutes from November 2020 Meeting

A. Beasley made a motion to approve the minutes from Board Meeting on 11-04-20.

S. Shelton-Dodge seconded the motion.

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

B. October Financials

S. Haigler made a motion to approve the October financials.

M. Gleason seconded the motion.

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

C. Expenditures Over \$5,000

None to approve this month.

D. Financing for 4209 Folsom - Board Resolution to Approve Leverage Loan

The board has deferred voting on this single resolution, since a global resolution, which will include this portion, will need to be approved by the board before January 15th. We are awaiting final determination regarding New Market Tax credits and state and federal Historic Credits.

E. Preschool Growth

S. Deuanephenh made a motion to approve expanding the preschool program from 52 to 125 spaces beginning with the 2021-22 school year.

A. Beasley seconded the motion.

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

F. 2021-22 Staffing Plan and Hiring Calendar

S. Harris made a motion to approve the proposed new positions for the 2021-22 school year.

S. Haigler seconded the motion.

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

III. Information Items

A. 5-year Budget Forecast

- This forecast does not include the Capital campaign money. It does include the debt service for the new building, with interest and principal expenses.
- We have split the finances between the two buildings, with the majority of it assessed to 4209 beginning in the 2021-22 school year.
- This also summarizes how much money we will need to be covered through operational fundraising efforts.
- The 2021-22 budget includes the new positions that have been approved for the school year.
- In later years as enrollment increases, our state revenue will also increase.

B. Capital Campaign Plan and Feasibility Study Report

Dan Reynolds presented the plan and report to the board and answered questions. A copy of the presentation is attached to the record.

C. City Garden Montessori Institute Teacher Education Program Handbook

The handbook was revised per the recommendation of the Governance committee to:

- Include CG general and HR policies where applicable
- Identify new policies that pertain only to the Institute and the source of those policies
 - MACTE, the accrediting body
 - AMS, the affiliating body
 - The state of Missouri, the regulating body for adult learners

The board will be voting at the January meeting on whether to approve the handbook.

D. Board Goals and Roadmap Update

- Seeking feedback on this information and how we should be using this tool
- Liz will send the latest version to the board to review and respond (to Liz and Donna, please)

**E. CEO Report
COVID-19 Plan**

- We surveyed parents/guardians and staff
- The staff held a session on planning for January
- We are devising a protocol to bring more staff and students back into the building in January

Hiring for 2021-22/ Working with EDFuel to develop

- Talent strategic plan
- Systems for hiring
- Onboarding new staff
- Staff retention
- Other HR matters

New Building News - We are cancelling the Community event on December 12 because of the Health Department restrictions on gatherings.

Fundraising

- Giving Tuesday was a success
- We have reached our Year end Match Pool goal of \$30,000

F. Principal Update

- The Garden Glow event was a success!
- We are surveying teachers about their PD needs
- 28 students are receiving Kumon services, with positive feedback from parents

- We are enhancing the scope of our literacy goals, especially with 6th grade students

G. 4209 Folsom Project Update

- We are pushing toward the funding deadline
- The building is coming along, especially the exterior
- Remediation (asbestos and lead paint) is occurring inside the building
- Waterproofing is planned, weather permitting
- Hoping to lay the foundation for the new entrance on the east side of the building

H. Questions and Comments

I. Reflection: Meeting Agreement

J. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

We will not convene a closed session this month.

D. Smith made a motion to Adjourn the general meeting.

S. Haigler seconded the motion.

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

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:52 PM.

Respectfully Submitted,
D. Fox



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday November 4, 2020 at 6:30 PM

Via Zoom Webinar:

<https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYYZ1ZFUjhVMW1yaENSZz09>

Passcode: 465967

Directors Present

A. Beasley (remote), D. Smith (remote), J. Fouse (remote), S. Deuanephenh (remote), S. Haigler (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

C. Schell, J. Dixon, J. Sharp, L. Fathman, M. Gleason

Guests Present

C. Huck (remote), C. Isom (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 Wednesday Nov 4, 2020 @ 6:36 PM.

- Christie presented the Land Acknowledgement
- Sherita read the Board Agreements

B. Record Attendance and Guests

C. Mission Statement

Shanika recited the Mission Statement.

D. Introductions and Public Comment

There was no public comment and with one attendee in the webinar.

II. Action Items

A. Approve Minutes from October 2020 Meeting

S. Harris made a motion to approve the minutes from Board Meeting on 10-07-20.

S. Deuanephenh seconded the motion.

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

B. September Financials

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

J. Fouse seconded the motion.

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

C. Approval of Expenditures Over \$5,000

S. Haigler made a motion to approve the \$28,000 expenditure for the Kumon math tutoring program.

S. Deuanephenh seconded the motion.

- For extra academic help for for 28 students who tested two grade levels below
- The board asked for updates about how the program is faring

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

S. Deuanephenh made a motion to approve up to \$55,000 for New Market Credit origination fees for the 4209 project.

S. Haigler seconded the motion.

To be paid to BMO Harris and the St Louis Development Corporation. The board **VOTED** unanimously to approve the motion.

D. Virtual Education Observation Policy

S. Shelton-Dodge made a motion to approve the Virtual Education Observation Policy.

S. Deuanephenh seconded the motion.

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

III. Information Items

A. Board Goals and Roadmap Update

- The group reviewed the status of the roadmap and goals
- It was requested that the format remain the same from month to month to aid with ease of review

B. SLU Performance Contract

Steve Sanchez presented the updated performance contract. Areas tracked are:

- Academic achievement
- Curriculum and instruction

- Operations and compliance
- Budget and finance
- Governance

C. Principal Update

- Crystal shared Kindergarten and disaggregated school i-Ready scores
- Kindergarten scores were especially strong, with 82% of students on or above grade level in both reading and math

D. 4209 Folsom Project Update and Financing

- The outside and abatement work on the building is ongoing
- A new appraisal of the property is due back soon, and the hope is that it will be assessed at a higher value than the original \$1M purchase price
- We have been assessed \$14M in New Market Tax credits, which will net the project \$2-3M
- We are at the tail end of the State/Federal Historic Credit process. Our thanks for Kirby Burkholder and IFF for their assistance with this.
- We need to close larger financing deal by January 15th
- Additional New Market Tax Credits may open up for us since projects elsewhere are being delayed due to COVID-19

E. CEO Report

COVID-19 Update

- In November, we will be reviewing things and soliciting feedback for our plan for the second semester
- Staff has been engaged, and will discuss as a group on November 20th
- Parents have been asked to fill out a survey. There are plans to schedule time with parents/guardians
- More information will be shared at the December board meeting

Academic Dashboard

- The Academic Excellence committee is shepherding the process
- The information on the draft version is static, and we realize that we need to incorporate some changing (trends) data as well
- The dashboard needs to evolve within the committee before it can be shared with the board

Admissions

- The admissions season has officially have begun
- There is a group focusing on defining the expansion catchment area, and they are taking more time to do a thorough assessment
- For this year, the order for the lottery will be:
 1. 1st Catchment Free and Reduced Lunch (FRL) eligible
 2. 2nd Catchment Free and Reduced Lunch (FRL) eligible
 3. 1st Catchment - all others
 4. 2nd Catchment - all others
- This Sunday, there will be a Virtual Open House and a Taste of City Garden outdoor, socially distanced recruitment event
- There are already 37 Kindergarten applicants and 22 Primary applicants

F. Preschool Growth

- We will be readying spots to serve 60 more Kindergarten students as planned
- We hope to increase the number of Primary spots from our current 52 to 125, with sequenced enrollment to ramp up gradually
- We are exploring a possible collaboration with Head Start, who will administer their program for us
- The board recommends that we do more parent/guardian communication and engagement around the issue before bringing it for vote

G. 2021-22 Staffing Plan and Hiring Calendar

Christie shared the 2021-22 staffing plan with the board, and is requesting feedback, questions.

H. Preparation for Growth - Milestones and Roadmap

Christie shared the milestones and roadmap leading up to next year's move to 4209 by 1-8 grades, and renovation/ transition of 1618 Tower Grove into Primary/Early Childhood center and CGM Institute.

I. Questions and Comments

J. Reflection: Meeting Agreement

Tabled this month.

K. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn Meeting

S. Shelton-Dodge 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 8:34 PM.

Respectfully Submitted,

D. Fox

B. Adjourn to Closed Session

S. Shelton-Dodge made a motion to convene a closed session to discuss personnel issues (RSMo 610.021.3).

A. Beasley seconded the motion.

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

Roll Call

| | |
|----------------|--------|
| S. Haigler | Aye |
| J. Sharp | Absent |
| D. Smith | Aye |
| S. Deuanephenh | Aye |
| J. Dixon | Absent |
| S. Harris | Aye |
| C. Schell | Absent |
| M. Gleason | Absent |

Roll Call

| | |
|------------------|--------|
| J. Fouse | Aye |
| A. Beasley | Aye |
| L. Fathman | Absent |
| S. Shelton-Dodge | Aye |



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday October 7, 2020 at 6:30 PM

Via Zoom Webinar:

Directors Present

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

Directors Absent

C. Schell

Guests Present

C. Huck (remote), C. Isom (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), G. Ritter (remote), J. Martinez-Woods (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 Oct 7, 2020 @ 6:32 PM.

- Christie offered the Land Acknowledgement
- Jesse recited the Board Meeting agreements

B. Record Attendance and Guests

C. Mission Statement

Susie read the Mission Statement

D. Introductions and Public Comment

There was no public comment.

II. Action Items

A. Approve Minutes from August 5 Special Board Meeting

S. Harris made a motion to approve the minutes from Special Board Meeting on 08-05-20.

S. Haigler seconded the motion.

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

B. Approve Minutes from September 2020 Meeting

S. Deuanephenh made a motion to approve the minutes from Board Meeting on 09-02-20.

S. Shelton-Dodge seconded the motion.

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

A request was made to attach a pdf of the minutes being approved to the agenda item.

C. July Financials

S. Harris made a motion to approve the July 2020 financials.

M. Gleason seconded the motion.

Q - Why were these financials were not approved at the September board meeting.

A - Typically, the June/Fiscal Year End financials are the only finances approved at the board's first meeting of the new fiscal year. The board **VOTED** unanimously to approve the motion.

D. August Financials

L. Fathman made a motion to approve the August 2020 financials.

S. Harris seconded the motion.

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

E. Annual Special Education Local Compliance Plan

S. Shelton-Dodge made a motion to adopt Option A for the school's Local Plan for Compliance implementing the Individuals with Disabilities Education Act (IDEA).

S. Harris seconded the motion.

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

F. Board Goals and Board "Road Map" for 2020-21

S. Deuanephenh made a motion to approve the 2020-21 Board Goals.

A. Beasley seconded the motion.

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

S. Harris made a motion to approve the 2020-21 Board Meeting Road Map.

L. Fathman seconded the motion.

Going forward, we will include the Road Map in every board meeting packet and flag any changes The board **VOTED** unanimously to approve the motion.

III. Information Items

A. CEO Report

Some highlights from Christie's report:

- City Garden was selected to join the inaugural cohort of [The Bridges Collaborative](#), a first-of-its kind grassroots initiative to advance racial and socioeconomic integration and equity in America's schools. The Bridges Collaborative, which officially launches this week, is coordinated by The Century Foundation (TCF), a national think tank that has helped steer the conversation on school integration for decades.
- Finance and Development – fundraising for annual fund and capital campaign are ramping up and need “all hands on deck”
- Admissions for 2021-22 Goals: • 90 Kindergarten Students (Age 5 by July 31, 2021) • 125 Preschool Students (Ages 2.5-5) Recruitment and outreach is underway o Process to Revise Neighborhood Catchment Area - please see the proposed process outlined below.

B. Academic Dashboard

- The draft will be shared with staff to obtain feedback
- We will be working on the build out with a data person from The Opportunity Trust
- We are hoping to finalize this in the next month

C. Academic Update - Fall Assessment Data

- Crystal shared the data results from the iReady assessment with the board
- We will be using NWEA for the Winter Assessment and iReady for the Spring Assessment
- We are moving toward iReady due to their strong curricular support aspect

D. Update - Virtual Education Observation Policy

- Christie will be seeking feedback from staff next week
- The Governance Committee will finalize the policy via email, and it will be on the board agenda to approve at the November meeting.

E. SLU 2019-20 Evaluation

Steve Sanchez and Gary Ritter presented Saint Louis University's annual evaluation to the board. In summary:

- In the areas of Curriculum & Instruction, State and Federal Compliance, Budget & Finance, and Governance, City Garden met the standards established in our Performance Contract
- In the area of Student Educational Achievement, due to the COVID-19 pandemic, there were no MAP testing results available, and the status of that standard is n/a.
- SLU has asked City Garden to share key results of its students' performance on the NWEA assessments (administered annually for the past 10 years) with Board members and Academic Excellence Committee members in Fall 2020 to inform the Board's oversight of academic performance.

It was also noted:

- Once again, City Garden's faculty and staff have demonstrated outstanding work ensuring compliance with state and federal reporting and related requirements.
- City Garden is a fiscally-responsible organization – and yet, even after raising hundreds of thousands of philanthropic dollars every year, it still requires more funding to hire the number of high-quality teachers and staff needed to help the school fully realize its vision of educational equity and academic success. That is a comment

on the inadequacy of state funding for public education, as City Garden is a commendable steward of the insufficient public funds it receives.

F. Questions and Comments

G. Reflection: Meeting Agreement

This item was tabled.

H. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn Meeting

S. Haigler made a motion to adjourn the meeting.

S. Deuanephenh 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 8:12 PM.

Respectfully Submitted,

D. Fox

B. Adjourn to Closed Session

A. Beasley made a motion to convene a closed session to discuss personnel issues (RSMo 610.021.3).

L. Fathman seconded the motion.

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

Roll Call

| | |
|------------------|--------|
| M. Gleason | Aye |
| J. Fouse | Aye |
| S. Shelton-Dodge | Aye |
| A. Beasley | Aye |
| D. Smith | Aye |
| S. Deuanephenh | Aye |
| S. Haigler | Aye |
| S. Harris | Aye |
| J. Sharp | Aye |
| C. Schell | Absent |
| L. Fathman | Aye |
| J. Dixon | Aye |



City Garden Montessori School

Minutes

Board Meeting

Date and Time

Wednesday September 2, 2020 at 6:30 PM

Via Zoom Webinar:

<https://us02web.zoom.us/j/89785080078?pwd=Y1g4U0htVGYYZ1ZFUjhVMW1yaENSZz09>

Passcode: 465967

Directors Present

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

Directors Absent

C. Schell

Directors Arrived Late

S. Shelton-Dodge

Guests Present

C. Huck (remote), C. Isom (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), G. Ritter (remote), J. Achtenberg (remote), J. Martinez-Woods (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 Sep 2, 2020 @ 6:32 PM.

The meeting was live-streamed via Facebook and Zoom webinar.

Christie gave the Land Acknowledgment, and there was a respectful moment of silence.

B. Record Attendance and Guests

C. Mission Statement

Sherita recited the Mission Statement.

D. Introductions and Public Comment

There were no public comments (with one Attendee in the webinar).

II. Action Items

A. Consent Agenda - Approve Minutes from June 2020 Meeting

L. Fathman made a motion to approve the minutes from Board Meeting on 06-03-20.

S. Harris seconded the motion.

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

B. June Financials

A. Beasley made a motion to approve the June/FYE financials.

S. Haigler seconded the motion.

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

C. Virtual Education Delivery Policy

There were questions and recommended changes to Section 1 of the policy. The policy was deferred to the Governance Committee to review, and to consult with academic staff to ensure that it appropriately addresses their needs.

D. Approval of Expenditures

J. Dixon made a motion to approve the list of expenditures over \$5,000 for FY21 that had previously not been approved by the board.

S. Deuanephenh seconded the motion.

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

III. Information Items

A. School Updates

General Update (Christie)

- There was much due diligence regarding our health and safety protocols. We would like thank SLU for their help with this.
- We decided this year to provide all school supplies to our students. We distributed 137 Chromebooks so far, with 75 on order and due by mid-September. We also distributed 45 hot spots to families and staff who needed them for internet access.
- For in-person staffing, we have hired additional staff, including a school nurse.
- We will begin surveying staff, families and students in the next few weeks.

Academic Update (Crystal)

- Teachers prepared for the start of school with PD, which included workshops in:
 - Trauma Intervention
 - iReady assess tools
 - Montessori virtual learning programming and tools
- There are 45 students on site - 25 Pre-K and 20 in grades K-6

- We are serving ~ 170 students virtually
- There are 9 weeks of lessons planned so far

B. Academic Dashboard

Christie shared a dashboard that has been used by Lee Montessori in Washington, DC to provide the board with a template. The board will need to determine what type of data they wish to be tracked by our dashboard tool. An immediate suggestion was to add discipline information.

C. Board Goals and Board "Road Map" for 2020-21

Board Goals

The board goals that the Executive Committee proposed were discussed. Donna asked that any additional recommendations be sent to her so this final version can be adopted at the October meeting.

Road Map

This is a tool designed so that the board gets an advanced view of what items and votes will be addressed in this year's board meetings. We will be adding to it as items come to our attention.

D. Building Project Update

The board discussed the phases of the project and the financing being sought by market incentives and capital fundraising. It is estimated that the entire cost of the project will be around \$15 million.

E. Development and Communications Update

S. Shelton-Dodge arrived late.

Deb Flores shared this year's development and communications plan. She also unveiled the new City Garden website. A special thanks to Cassidy Flynn for his amazing work in the design and implementation of our new website.

F. Questions and Comments

G. Reflection: Meeting Agreement

H. Included in Packet as Reading Materials

IV. Closing Items

A. Adjourn to Closed Session

S. Deuanephenh made a motion to adjourn the general meeting at 8:50 PM and move to Closed Session.

M. Gleason seconded the motion.

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

Roll Call

| | |
|------------------|-----|
| J. Fouse | Aye |
| D. Smith | Aye |
| M. Gleason | Aye |
| S. Haigler | Aye |
| L. Fathman | Aye |
| S. Deuanephenh | Aye |
| A. Beasley | Aye |
| J. Sharp | Aye |
| S. Shelton-Dodge | Aye |

| | |
|-----------|--------|
| J. Dixon | Aye |
| C. Schell | Absent |
| 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 8:50 PM.

Respectfully Submitted,
D. Fox



City Garden Montessori School

Minutes

Special Board Meeting

Date and Time

Wednesday August 5, 2020 at 6:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/83120521093?pwd=UUFEWWJST3VtT0lSeFhPc1lYcER5UT09>

Meeting ID: 831 2052 1093

Passcode: 056480

Dial in:

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

Directors Present

A. Beasley (remote), D. Smith (remote), J. Fouse (remote), J. Sharp (remote), S. Deuanephenh (remote), S. Haigler (remote), S. Harris (remote), S. Shelton-Dodge (remote)

Directors Absent

C. Schell, J. Dixon, L. Fathman, M. Gleason

Guests Present

A. Mogaji (remote), C. Huck (remote), D. Blank (remote), D. Flores (remote), D. Fox (remote), J. Martinez-Woods (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 Aug 5, 2020 @ 6:32 PM.

Christie read the acknowledgement to the Illiniwek people, and to those in our community and around the world who have been impacted by the current pandemic. She asked that we

also honor those who have been killed by racial violence with a respectful and brief moment of silence.

B. Record Attendance and Guests

C. Mission Statement

Sysco read the school mission statement.

D. Introductions and Public Comment

Donna welcomed our newest board member, Sherita Haigler and City Garden Institute Director, Jori Martinez-Woods.

Donna read, and entered into the record, a public comment received from Sarah Holtz Stout, a City Garden parent and an anonymous letter composed on the behalf of some of the members of City Garden's staff.

II. Information Items

A. Review of Fall 2020 School Re-entry Plan

Christie provided a high-level overview of the plan (the full plan was part of the meeting packet), and answered questions about it's development, the resources (DESE, St. Louis City, Department of Health, our legal team, etc.) and the school leaders, both local and, in the case of Montessori, outside the area, whose collaboration helped the leadership team determine best practices and conditions for the re-opening of the school.

B. Review of Model Virtual Education Delivery Policy

This was a first review of the proposed policy, which will be on the agenda for approval at the next board meeting.

III. Action Items

A. Approval of Resolution to Suspend Policy during COVID-19 Emergency

S. Harris made a motion to approve the resolution to suspend policy to align with COVID-19 emergency.

A. Beasley seconded the motion.

At the recommendation of our legal team, the approval of this resolution will give the CEO the authority to adopt COVID-19 emergency policies on a situational and temporary basis during the pandemic, rather than rewriting our standard policies during the crisis. The board **VOTED** unanimously to approve the motion.

B. Approval for initial financing (bridge loans) to begin construction on 4209 Folsom

S. Deuanephenh made a motion to approve the bridge loans for 4209 Folsom under the terms provided, and to authorize the CEO or other officers of City Garden Montessori School to obtain and execute the loan up to the amount stated in the terms.

J. Fouse seconded the motion.

To begin the work at 4209 Folsom before we have the full financing. This was done so that the building renovation would be completed by the start of the 2021-22 school year. The board **VOTED** unanimously to approve the motion.

IV. Updates

A. Questions and Comments

B. Reflection: Meeting Agreement

We created room for all voices.

V. Closing Items

A. Adjourn to Closed Meeting

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

J. Fouse seconded the motion.

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

Roll Call

| | |
|------------------|--------|
| M. Gleason | Absent |
| L. Fathman | Absent |
| J. Fouse | Aye |
| S. Shelton-Dodge | Aye |
| S. Haigler | Aye |
| D. Smith | Aye |
| A. Beasley | Aye |
| J. Sharp | Aye |
| J. Dixon | Absent |
| S. Harris | Aye |
| C. Schell | Absent |
| S. Deuanephenh | 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 7:51 PM.

Respectfully Submitted,
D. Fox

Documents used during the meeting

- Board comments8.5.2020.pdf
- City Garden - Resolutions for Catalytic Holdings Loan.pdf
- Secretary_s Certificate - City Garden Montessori School - Catalytic Holdings.pdf

Please share this comment with City Garden's Board of Directors

Your comment will be read and entered into the record for the August 5, 2020 Special Board meeting.

Email address *

shstout@gmail.com

Please give us your name. *

Sarh Stout

What would you like the board to know today? *

Good event, board and administration,

I wanted to write a brief comment to the board tonight to follow up on some of the questions that I had regarding the school opening. Thank you for the hard work that has gone into this. It is not an easy time for anyone, and I know you have put a lot of work in this summer. Some of the questions that I asked in the family survey were answered, while others were not. I think that both families and staff need additional answers to know if it is safe to return and how safety will be considered. The following are the questions that were not fully addressed, along with a few others that I have thought about since my first writing. I hope that the board and administration will strongly consider being transparent about these things before the start of school.

1. How are you deciding which guides come back? I'm very concerned for the guides and staff because they are being put in a vulnerable position. Do they have a true choice in whether or not they come back? Are guides and staff allowed to work from home because of their own concerns about the disease, or do they have to have an extenuating circumstance or medical issue? I believe that we need to live our values of being a different kind of school and not force teachers to come back if they do not feel comfortable.
2. The original document says that you "will communicate to the community as needed" when there is a positive Covid test. That is very vague and there was not additional information in the follow up. I would like to have more details in there about what this means. If a teacher or student tests positive, will all of the families who have a child present in the building be notified? Will the whole class be notified? Just the kids who sit closest to that child?
3. I'm a little concerned about the 15 kids per class. It was mentioned that kids in the top tiers (IEP, essential worker's kids, etc) will be the first to get spots and that others may be considered as well. I would encourage the school to not include others unless absolutely necessary (maybe those who have single parents or financial instability or other risk factors). I am concerned that some parents who just want their kid not to get behind will try to send them when really they could afford to find another option. I don't want to see more space being consumed by those who are privileged enough not to truly need their child to be in person. I am also concerned about children possibly moving from class to class if a teacher is out. That would completely negate the bubble/pod that is needed to keep everyone safe.
4. Will teachers have access to any help with healthcare payments if they become ill due to being in a vulnerable position? Staff should not have to bear that financial burden because of coming to work.
5. While testing is mentioned as something that teachers have to go through to come back to school, why are children not being tested? Children are very efficient vectors and are often asymptomatic. I can speak from experience that a six year old in my extended family had the disease with no symptoms and was at daycare for a few days before finding out that his family was all positive. Both children and staff need to be tested very regularly so that cases can be quickly taken care of.

Thank you again for your hard work,
Sarah Stout

Thank you!



This form was created inside of City Garden Montessori School.

Google Forms

City Garden Board and Administration,

Since the COVID-19 pandemic closed schools in March, City Garden staff has repeatedly risen to the task of providing distance education to our students and supporting our families outside of the classroom as well. Since this time period, the events unfolding nationally have been of great concern not only from the standpoint of educators and school staff, but for us as parents, and members of our own families. The spread of COVID-19 and the risk associated with the prospect of reopening schools has been an issue that has taken center stage across the nation. The St. Louis region has been no different, as already many districts including SLPS have made rapid changes to their education plans to include mostly virtual formats for their students, and large-scale carefully-planned policy implementation after evaluating risk of spread, and infection trends in The State of Missouri. As we move towards the projected start date for the 2020 school year, City Garden's re-entry plan currently includes plans to have students receiving both virtual and in person learning options, cleaning measures, PPE for staff/students, and other deliverables. As of this moment many of us do not feel confident that many of these promises and other staff concerns have been met, and therefore not in support of re-opening the building until the following concerns have been met and addressed to the staff and school community as a whole:

- Testing: Currently within the plan, there is only a requirement for staff to get tested once at the beginning of the year. There are no interval testing requirements.
- There is NO testing requirement policy for students attending the school to present a negative COVID test. The DESE regulations on re-opening do not address this either.
- Instructional staff currently have no verified number of students they will have in their room. There is no information on what staff to student ratios will be. This will need to be remedied with both a virtual and an in-person enrollment process so that staff knows this information.
- The plan is too vague, and it is not clear who within administration will be anchoring or carrying out which parts of the plan, and who staff is to report or direct questions to.
- There are concerns from staff that there will be staff and students in more than just the primary rooms. Without clear numbers of how many people will be in the building, this greatly affects the level of comfort staff has with being in the building.
- We want full staff meetings about re-opening, and not individual piecemeal meetings. We want to hear each other's concerns from each other, and hear Admin's responses as a whole. The current method of doing one-on-one's about this is unacceptable.
- There is no policy for isolating students who are sick.
- There is no plan for backup teachers. Nor is there a testing policy for any backup sub pool.
- There is no school nurse to treat medical emergencies, or dedicated janitorial staff to manage the essential tasks of cleaning.
- Staff is being asked what PPE they need. There is no informed policy or research being done around this, leaving staff to believe they are to fend for themselves or assume

liability for their own health in unsafe working conditions. Staff do not have the necessary medical background to ascertain what kind of PPE makes sense for them.

- Staff are being put into transitional roles without any meaningful guidance, and are left unsupported, leading to a “sink or swim” culture in the workplace.
- The plan in its current form does not mention any policy or process addressing employee health coverage in the event they get sick.
- The phrase vulnerable is mentioned many times but not specifically defined or identified within our school body. (What groups are defined as vulnerable? What about vulnerable staff? Is this term based on living situations, learning needs, children of essential workers etc?)

As a staff, we are calling on the City Garden board and administration to embrace it's own values of equity and inclusion, and engage in real communication and efforts to respond to staff concerns about reopening and the plan surrounding it. Without the above issues being addressed and resolved, this is not a plan that supports the welfare and safety of staff and students.

Signed,

Concerned members of City Garden staff