



Board Meeting Minutes
Desert Sky Montessori
Virtual Meeting
December 15, 2021

Jessica Loukonen called the meeting to order at 6:18pm.

Present: Jessica Loukonen, Cara Nowak, John Eskew, David Trexler, Daisy Sexton, Kevin McKennon (6:19pm arrival)

Also Present: Jodie Borgia, Julia Sutter, Heather Phillips, Ute-Anja McDonald (6:20pm arrival)

BUSINESS

2021.12.15.01 Cara Nowak moves to approve October, November, and Special Meeting Minutes. Kevin McKennon seconds. October, November, and Special Meeting Minutes are approved by unanimous vote.

A. Jodie Borgia: Head of School Report

- a. Thanks the board for their support over the past weeks
- b. Staffing
 - i. Louise Wilson will be in the Antelope class 3 days per week—Mondays, Tuesdays, and Fridays--beginning in January 2022; Sophie Barttels is doing an amazing job running the classroom in Amanda Olson’s absence; Louise Willson will be writing reports on the children, and has interviewed the children to see where they are and plan for where they are going in the new year
 - ii. A new hire will be joining the aftercare team at One World Center and will do some subbing; has an outdoor education background
 - iii. Another new substitute will be moving to Bend in January 2022
- c. BLP Board meeting yesterday
 - i. Were asked why DSM did not have any testing data for the last school year; Lora Nordquist answered that none of the elementary schools were doing testing (DIBELS) last year because of the pandemic; Lora Nordquist did state that all of the testing information would be available to the board again this year
- d. Threat incident at DSM
 - i. Thinks the main takeaways from this are the need to improve processes at DSM and the need to have additional resources available to us in these cases
 - ii. Has a list of 3 professionals to call if something were to happen again
 - iii. Will be doing threat assessment training

1. Has worked through the process concerning the current incident and has concluded that there is no imminent threat currently; the focus is now on making sure the children involved are well supported and comfortable coming back to school
- iv. Has made a point to tell the staff that the child's age does not matter—all threats are to be handled in the same manner
 1. Daisy Sexton: relieved to hear about age not determining the way a threat is handled; thinks we need to be as safe as possible as a school no matter the child's age
- v. One of the parents involved has been helping to get a threat policy together for DSM; he recommends that we have fillable documents that are accessible to all staff so that documentation will happen from the beginning in these situations
 1. Jodie Borgia has been taking notes on everything that has been done so far concerning this incident
- vi. Kevin McKennon: wonders how the child involved is doing
 1. Jodie Borgia: the entire class was in quarantine for Covid until Monday; the child is back in school and it is generally going well
 2. Heather Phillips: is using some of the tools we have in place more frequently and the child is sharing how he is feeling regularly
- e. Covid updates
 - i. Outdoor masking regulations have changed, but Steve Cook does still recommend that the children still wear masks outside; Jodie Borgia would like to keep things where they are at DSM right now (ie masking outdoors also), until we see how the new variant behaves and where the numbers are after the break; children may still take mask breaks if they are outdoors and 6 feet away from each other
 - ii. The test to stay program [a form of modified quarantine] has been instated, but affected children should be in quarantine outside of school
 - iii. A 7-day quarantine period will be instated after the break
 - iv. Fully vaccinated children will not be contact traced even if they have been exposed to Covid
- f. Daisy Sexton: wonders if there was talk about looking into an anti-bullying program for the children
 - i. Jodie Borgia: Pascaline Ocana is looking into an anti-bullying curriculum to offer the children; Jodie Borgia will look at it soon; they plan to start the curriculum with the Upper El, then offer it to the Lower El if it goes well
 - ii. Daisy Sexton: thinks it would be beneficial to share the program with parents so they can talk it through with their children; thinks it would be helpful if the children had the knowledge to self-monitor
 1. Jodie Borgia: agrees and would like the parents to be part of this
 2. Heather Phillips: thinks that lots of the issues we have been having have been about the vocabulary around it and how parents can speak to their children so they understand
 3. Ute-Anja McDonald: thinks that parents often say their child is being bullied, but bullying as a legal term is much different
 - iii. Jodie Borgia: there are some situations at our school that we do not want to ignore, however, we can't hear everything that is said; we are in need of good communication with our families so that we can be made aware of what is

happening; we so not ignore the situation when they are brought to us, but sometimes they take a bit to figure out

2021.12.15.02. John Eskew motions to approve the Threats of Violence policy. Cara Nowak seconds. The Threats of Violence policy is approved by unanimous vote.

- g. Jodie Borgia has a meeting with the staff today to tell them that the lease for the new property has been signed and DSM will be moving for the next school year.
- B. Julia Sutter: Business Director Report
- a. We have given a verbal notice at Bend River that we will not be renewing our lease
 - i. We will have 2 weeks to move out after school has been let out for the year and plan to hire movers
 - ii. Will figure out what needs to be left at the site and what is free to move with us
 - b. The inspection of the new property is scheduled for next Monday
 - i. David Trexler: wonders if there has been any progress made with getting the square footage of the new buildings
 - 1. Julia Sutter: our architect will be on-site and will map the building on Monday; once he gets the drawings to us, we can figure out occupancy; will then let the board know what the plans for construction will be and be able to get permits for construction
 - a. Hopes to be able to leave the kitchen as a kitchen so that DSM can begin a lunch program and will talk to BLP about purchasing the kitchen equipment from them if this is the case
 - 2. Jodie Borgia: will need to be looking at the budget and what our numbers need to be to see what the spaces need to be used for; the board will need to decide what our priorities are (ie middle school program, lunch program, etc)
 - a. David Trexler: wonders what the timeline for the budget is
 - i. Julia Sutter: the first draft is due to the board and BLP in May, it is voted on in June, then goes into effect in July
 - c. The superintendent of BLP has told us they will not be renewing their lease at the new property, regardless of construction being completed, because the landlord would not be willing to give them a 1-year extension; we can now be 99.9% sure we will be moving into the new space, barring anything unforeseen
- C. John Eskew: Treasurer Report
- a. Revenue is up 5% from last year, partly due to the Student Investment Act (which should be an ongoing revenue stream) and ESSER (which is Covid money); both of these are more than we received last year, but they are also being given sooner in the year than last year
 - b. Staffing is getting back to a normal level with the assistants being added back in
 - c. Some money was spent on improvements at Bend River and OWC
 - d. The bottom line is that our net income is up from last year; we will hopefully have a decent surplus at the end of this year so that we can have money for the move and needed improvements to the new property
 - e. Thanks Jodie Borgia, Julia Sutter, and all of the staff for their extra-hard work to get us into this good of a position

- f. Kevin McKennon: wonders if DSMP will start back up in 2022-2023
 - i. John Eskew: yes and no—could do some of the daycare things if possible, but it would be under DSM
 - ii. Jodie Borgia: free, public preschool is on the table with the government currently; this would allow DSM to get at least the 4-year-olds into classrooms so they could begin to learn the materials; does receive about 10 applications per week for preschool, so it is a very viable business

- D. Jessica Loukonen: Board President Update
 - a. The board workshop with Kristen Miles is scheduled for March 2, 2022, at 3pm
 - i. Would like to schedule a spring retreat following this so that we can make some goals based on what we've learned
 - ii. Would like the board members to get their written bio and picture to Julia Sutter
 - iii. Jodie Borgia will be getting policies to the board for approval after the break

ADJOURNMENT

The meeting was adjourned to executive session at 7:20pm.

Recorded by: Cara Nowak

Minutes approved at 1/19/2022 Board Meeting