



Board Meeting Minutes
Desert Sky Montessori
Virtual Meeting
June 16, 2021

The meeting was called to order at 6:17pm.

Present: Sam Pierce, Cara Nowak, John Eskew, Jessica Loukonen

Also Present: Jodie Borgia, Julia Sutter, David Trexler, Kevin McKennon, Heather Phillips, Ute-Anja McDonald, Daisy Sexton

2021.06.17.01 Sam Pierce moves to make Jessica Loukonen the Board President. John Eskew seconds. Jessica Loukonen is made Board President by unanimous vote.

OPEN FORUM

Daisy Sexton: is interested in joining the board; has 2 children at DSM, a 1st grader and a 4th grader

BUSINESS

- A. Consent Agenda
 - a. Head of School Report
 - b. Business Director Report
 - c. Approve May Minutes

2021.06.17.02 John Eskew moves to approve the consent agenda. Jessica Loukonen seconds. The consent agenda is approved by unanimous vote.

- B. Treasurer's Report
 - a. Financial Summary
 - i. John Eskew: still in a good spot; no big changes from prior financials

- C. New Members
 - a. Kevin McKennon: has a daughter who has been in DSM for 3 years; has volunteered in the classroom and has seen how the school runs; hoping to help on the board as a natural progression of volunteering
 - b. David Trexler: believes in making service a part of his life; believes in quality public education and has had a great experience at DSM

2021.06.17.03 Jessica Loukonen moves to vote Kevin McKennon onto the board of directors. John Eskew seconds. Kevin McKennon is voted onto the board of directors by unanimous vote.

2021.06.17.04 Jessica Loukonen moves to vote David Trexler onto the board of directors. Sam Pierce seconds. David Trexler is voted onto the board of directors by unanimous vote.

D. Budget

a. Income

- i. John Eskew: SIA [Student Investment Act] might not continue; ESSER [Elementary and Secondary School Emergency Relief] funds will not continue; none of the budget is under DSMP any longer—it is all under DSM; money has come in for the summer program designed to help children catch up; revenue increase compared to last year is due to government funding coming in
- ii. Jodie Borgia: aims to get 177 students enrolled, have 174 enrolled so far; looking to fill those spots, but it will be challenging at this point in the school year (most have already made their decisions on where to go by this point)
 1. Julia Sutter: have lower numbers per class for next year than we have ever had before; trying to keep it low in case some children need help catching up and would benefit from more one-on-one time; will most likely not stay this way in following years
 2. Daisy Sexton: wonders if we could receive more funding from the school district
 - a. Julia Sutter: we receive 80% funding for elementary students, 95% funding for middle school students; we have asked for more, but are not likely to receive it from the district
 - b. Jodie Borgia: the minimum percentages are set by Oregon state law

b. Expenses

- i. Julia Sutter: interior remodeling of OWC (walls moved for room expansion, windows added) is included in the budget; the proposed addition to OWC is not included
- ii. Jodie Borgia: not a significant change in pay level for the teachers since most are staying the same; will add fulltime assistants to both upper elementary classes next year; Spanish classes will double; there will be an assistant teacher hired for Heather Phillips so that she can spend 2 days per week out of the classroom working on assistant head of school duties; 2 aftercare programs will run instead of 1 in order to keep the campuses separate as a Covid precaution
 1. John Eskew: salaries and benefits are two thirds of our budget
- iii. John Eskew: a grant writer has been included as a one-time expense, but will most likely be a yearly expense as grant writers normally pay for themselves; extra funds were put towards marketing for the capital campaign; money was put towards OSBA's services for policy writing and updates; saving some of the income from the one-time sources—even minus the one-time expenses—so that we have a surplus; will also end with a surplus at the end of next year if all goes as planned; will monitor our financials throughout the year, leaving Jodie Borgia and Julia Sutter to manage the details
 1. Cara Nowak: wonders if OSBA's services will cover board policies as well as school policies
 - a. Julia Sutter: it will cover all school and board policies; we can pay an ongoing fee for them to automatically update our policies after that; can hopefully start sometime over the summer
 - b. Jodie Borgia: we will read through the policies they recommend to make sure they fit our school; all policies and changes will come to the board for approval

2021.06.17.05 Sam Pierce moves we approve the budget. Jessica Loukonen seconds. The budget is approved by unanimous vote.

- E. OWC Future Campus Update
 - a. Julia Sutter: still on pause; have a goal of the charter between the organizations being set up by July 1, 2021, and meeting with the consultant afterwards

- F. Head of School Update
 - a. Covid protocols
 - i. Jodie Borgia: Covid protocols for next year will begin coming out between now and July 22 and firm up in August before the school year begins; hopes we can double the size of our cohorts so that each class can be paired with another class; the 10-day dropout rule (any child absent for 10 consecutive days will be withdrawn and need to re-enroll upon return) will be in effect again
 - b. Classroom assignments
 - i. Jodie Borgia: classroom assignments are not written in stone yet, but will let parents know over the summer which class their children will be in; still needs to employ the new K/1 teacher and has a few good applicants
 - c. Test results
 - i. Jodie Borgia: test results came back very well, especially considering what the children have been through this year; K/1 showed the biggest need for improvement, but that is to be expected as they are such hands-on learners

- G. Head of School Evaluation Rubric
 - a. Jessica Loukonen: would like to hear input on the 10-question survey proposed to go out to staff
 - i. Jodie Borgia: thinks they are good questions and is open to constructive feedback; does not need to be given a specific number with the district this year due to Covid and all of the upheaval around this school year
 - ii. Jessica Loukonen: will get the survey out as soon as possible and be ready to discuss the results in an executive evaluation in August
 - 1. Jodie Borgia: hopes the evaluation can be in person

ACTION ITEMS

2021.06.17.06. John Eskew moves to remove Sam Pierce from all OnPoint Community Bank Accounts and add Jessica Loukonen to all OnPoint Community Bank Accounts. Kevin McKennon seconds. Removing Sam Pierce from all OnPoint Community Bank Accounts and adding Jessica Loukonen to all OnPoint Community Bank Accounts is approved by unanimous vote.

2021.06.17.07. Jessica Loukonen moves to add Kevin McKennon to the DSM Visioning Project and to remove herself from the DSM Visioning Project. Cara Nowak seconds. Adding Kevin McKennon to the DSM Visioning Project and removing Jessica Loukonen from the DSM Visioning Project is approved by unanimous vote.

ADJOURNMENT

The meeting was adjourned at 7:35pm.

Recorded by: Cara Nowak

Minutes approved at 8/18/2021 Board Meeting