



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

Jessica Loukonen called the meeting to order at 6:17pm.

Present: Jessica Loukonen, Cara Nowak, John Eskew, Kevin McKennon, David Trexler

Also Present: Jodie Borgia, Julia Sutter, Heather Phillips, Pascaline Ocana, Ute-Anja McDonald, Daisy Sexton

BUSINESS

A. Jodie Borgia: Head of School Report

- a. Enrollment numbers: 171 students are currently enrolled; hopefully adding one more student tomorrow; received 3 applications for enrollment today; showing the school to new families on Saturdays when the buildings are empty; all schools across the Bend/Lapine [BLP] district are down in enrollment numbers
- b. Staffing is stable, except for covering 2 upcoming maternity leaves; planning to do some social media pushes to fill those positions
- c. Covid
 - i. Multiple cases of Covid have been reported in BLP schools already
 - ii. Mealtimes present the biggest challenges for DSM as well as other schools across the country; lots of time is spent in transitions (washing hands, changing shoes, eating outside, etc)
 - iii. New mask mandates have come out as of last week stating that children are now required to wear masks while outside; still allowed mask breaks when outside and 6 feet apart
 - iv. Weekly Covid testing for students will be offered beginning sometime in mid-October; tests will be sent home with the children and returned the following day; lab results will be sent directly to the parents except in the case of a positive result—it would also be sent to the Health Department; parents are still able to also opt in to testing when a child has a symptom at school
 1. Kevin McKennon: wonders how we can support this testing initiative
 - a. Jodie Borgia: hopes to get a volunteer at each school building to collect the tests at the front of the school and place them into the courier box

B. Julia Sutter: Business Director Report

- a. Facilities Committee: paid the bill owed to the consultants who were working with DSM and Unity for a future campus, but all involved have decided to pause for the time being
- b. New prospective site
 - i. Kevin McKennon: went with Julia Sutter to meet Jeff England [engineer] and look over the new property; thinks we should be good to move in but would need to be thinking of the following things if we would decide to expand on the property
 - 1. Sewer line: found where the hook-up would need to be; there are at least 3 drain fields present, so all the lines would need to be located; an easement would need to be negotiated for the sewer line; there is an abandoned water line where the sewer line should go—the existing trench could be used which would save money
 - 2. There are no curbs or drains along the sidewalk
 - 3. Fire sprinkler capacity looked to be adequate
- c. Julia Sutter: planning to talk with the city and county to see about the costs involved with all of this; LOI [Letter of Intent] has been signed; anticipates being able to sign a lease on the property before next month's scheduled meeting
 - i. Jessica Loukonen: would like to have a special meeting to discuss this

2021.09.15.01 Kevin McKennon moves to approve August's minutes. John Eskew seconds. August's minutes are approved by unanimous vote.

C. John Eskew: Treasurer's Report

- a. Financial Summary: the financials will be finished shortly; will report back to the board after comparing the differences in leases and reserves

2021.09.15.02 John Eskew moves to go forward with lease negotiations as Julia Sutter outlined in her report. David Trexler seconds. Moving forward with lease negotiations as Julia Sutter outlined in her report is approved by unanimous vote.

D. Jessica Loukonen: Board President Update

- a. Plans to go to Central Oregon Connects Volunteer Fair on October 14
 - i. Jodie Borgia: would like to attend also
- b. Will talk with Kristen Miles [with OSBA] in October concerning board evaluations
 - i. Jodie Borgia: Steve Cook [BLP school district superintendent] is choosing set school policies for the board to review and reapprove each month; would like to emulate this

E. Kevin McKennon: wonders what the school's legal liability is concerning Covid if the worst-case scenario happens

- a. John Eskew: the board, staff, and school are covered personally as long as we are all doing our job and are not negligent

- b. Jodie Borgia: went to a lot of meetings about this when Covid first hit
 - i. ODE [Oregon Department of Education] will not give any advice that is legally based, and stated we should go to our own legal team for advice
 - ii. There was a lot of discussion around people signing waivers, but the legal team said these would not hold up in court and are therefore useless
 - iii. Basically, we need good legal advice and a good legal team if it comes to that
 - iv. Schools do have the most layers of safety in place out of any businesses currently; since we have our plan and we follow it consistently, we should be good

ADJOURNMENT

The meeting was adjourned to executive session at 7:03pm.

Recorded by: Cara Nowak

Minutes approved at 10/20/2021 Board Meeting