



Board Meeting Minutes

Desert Sky Montessori

Virtual Meeting

October 20, 2021

Jessica Loukonen called the meeting to order at 5:03pm.

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

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

OPEN FORUM

Daisy Sexton: has turned in an application to the board for review and has been to multiple meetings; is happy to be of help in any way that she can and is excited to start volunteering at the school again

BUSINESS

A. Vote Daisy Sexton onto the Board of Directors

2021.10.20.01 Cara Nowak moves to vote Daisy Sexton onto the board of directors. David Trexler seconds. Daisy Sexton is voted onto the board of directors by unanimous vote.

B. Jodie Borgia: Head of School Report

- a. Enrollment numbers are steady and growing in bits and pieces; 2 new students will be starting November 1; still regularly getting people interested in moving to the school
- b. Staffing: our final staff member started this week in the K/1 classroom; staff is 100% vaccinated against Covid; Taylor Phillip's maternity leave has been covered; Amanda Olson's and an aftercare teacher's maternity leaves still need to be covered; attempting to build up our substitute teacher list
- c. There has been no community spread of Covid in our school so far
- d. Thinks our test results in reading and math are both pretty good considering what the children have been through the past year plus; the majority of children who have tested in the red on language have already been started on intervention plans
 - i. John Eskew: wonders how the test results compare to last year's results
 1. Jodie Borgia: most testing was cancelled during Covid last year; math testing was done from home and so should be taken with a grain of salt; this type of testing is normally done 3 times per year; compared to

previous years, the older children are doing very well, but the younger children (especially K) are coming into school with lower than normal social and academic skills; Scott Anderson is now able to sit and observe the children learning, which is the goal for Montessori classrooms and means the children are showing what we would hope for them to show as they get to the older levels

- ii. John Eskew: wonders if the test results are shared with the parents
 - 1. Jodie Borgia: the test results are more for the teachers to see where the children are and what they need moving forward; however, it is very important for the parents to know if their children are in need of interventions, and the results are available if the parents request them

C. Julia Sutter: Business Director Report

- a. Has finished scheduling the initial events for the year; the Harvest Pumpkin Sale was great—the goal was to begin getting the community to feel like a community again, and she believes we were successful in this
- b. Has realized an error has been made in PTO cash-outs since the school was started; we need to provide backpay for that to make it right; will work on a policy regarding this and present it to the board for approval during the next meeting so it can go into the handbook
 - i. John Eskew: would have done the same calculations, so totally understands how this mistake was made
- c. Mike Tiller (head of facilities with BLP [Bend Lapine School District]) has reassured Julia Sutter that he has never had a project rejected by the contractors, and he will know more details surrounding this by December 30; on the off-chance the project falls through, BLP would sign another year-long lease at the space; BLP has communicated that they are not willing to take on the possibility/risk of DSM utilizing some classrooms at North Star Elementary; Mike Tiller has offered to continue calling Julia Sutter to keep her in the loop
 - i. John Eskew: we have up until December 30, 2021, to renew the lease at Bend River for another 5 years; we will most likely not know 100% what is happening on BLP's end by then, and need to be aware that this is a risk; feedback from Bend River's landlord so far has been that he would not be willing to extend our lease for a few extra months until we have 100% certainty
 - ii. Julia: the landlord is not willing to extend our lease for too long because the best time to advertise is in the spring; has asked Jenn Limoges for advice as she has offered to try helping us negotiate this (free of charge)—she thinks we should talk to our attorney about the current lease, have the board write a letter to our landlord asking for a 3-month extension, maybe ask for a 1-year extension of our lease (although we could then be paying double rent), or we could sign a new 5-year lease and then sublease the space at Bend River
 - iii. John Eskew: thinks we need to do whatever we can as soon as possible to get the layout for the potential new space

1. Julia Sutter: will check on this, and if they are not given to us soon, will hire our own architect to measure the space and get drawings done as we would also need those for permitting for any interior remodeling we would want to do

2021.10.20.02 Jessica Loukonen moves to approve September's minutes. Cara Nowak seconds. September's minutes are approved by unanimous vote.

D. John Eskew: Treasurer Report

- a. Financial Summary: revenue is up from last year; expenses are up a bit due to salaries—which was planned—and improvements at OWC and with IT, so net income is down by about \$129,000 and cash is down by about \$17,000; DSMP is not officially closed yet as it does take some time to do this
- b. Julia Sutter: increases in salary expenses are also due to the summer school program that was run, and these expenses will be covered by the grant we received; we also didn't have the big expenses in September regarding teachers buying all of their classroom supplies for the year since we did not open in-person until February last year

E. Jessica Loukonen: Board President Update

- a. Attended the volunteer's meeting and met people from other nonprofits in the area virtually via Zoom; this group also hosts the board fair in the spring
- b. Spoke to Kristen Miles regarding the board's self-evaluation process and the program OSBA offers for this: \$550 for the program to help us get started, set goals, and receive training around this; would like to revisit this idea in the winter
 - i. Julia Sutter: we are waiting in OSBA's que concerning help with our policies; we have already paid for this and the district has signed off on it; we have been told that they need to finish the last round of updates for policies and that they will get to us by the end of the year

ADJOURNMENT

The meeting was adjourned to an executive session at 6:05pm.

Recorded by: Cara Nowak

Minutes approved at 12/15/2021 Board Meeting