

# Minutes of the Regular Meeting of the Board of Trustees of Harmony Montessori School

Date/Time/Location	06/24/2020 6:30 PM via Zoom Meeting.																							
Board members present/absent (*indicates absent):	<table border="1"> <tr> <td>X</td> <td>Kim Greer</td> <td></td> <td></td> </tr> <tr> <td>X</td> <td>Dalia Avello</td> <td>X</td> <td>Barry Gault</td> </tr> <tr> <td></td> <td>Concetta Tomas</td> <td>X</td> <td>Dave Whitcomb</td> </tr> <tr> <td>X</td> <td>Mike Street</td> <td>X</td> <td>Paul Williams</td> </tr> <tr> <td>X</td> <td>Steven Williams</td> <td>X</td> <td>Irene Franklin</td> </tr> </table> <p>*Member at large</p>				X	Kim Greer			X	Dalia Avello	X	Barry Gault		Concetta Tomas	X	Dave Whitcomb	X	Mike Street	X	Paul Williams	X	Steven Williams	X	Irene Franklin
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X	Mike Street	X	Paul Williams																					
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Staff/Others present																								
Call to Order	6:35 PM																							
Approval of Minutes	Previous Minutes Approved																							
Consent Agenda/Action Items	<ul style="list-style-type: none"> <li>• <b>1. Roll assets forward- <u>Shawn still needs to review a few items queried by Barry</u></b></li> <li>• <b>2. Hold on searching for/hiring a book keeper- <u>on hold</u></b></li> <li>• <b>3. Discussion related to financial aid (need to complete budget work first and see where things land)- <u>need TBD from Board</u></b></li> <li>• <b>Communicate with community that financial aid may be limited due to financial situation and lack of auction- <u>Communication to be provided approx. July 9th</u></b></li> <li>•</li> <li>• <b>COVID 19 Blue Print:</b></li> <li>• <b>· Most of the work done for the handbook previously fills the needs for Blue Print</b></li> <li>• <b>· Will need all phone number connections as directed in the guidelines- Need for LPHA</b></li> </ul>																							
Staff concerns/items	<ul style="list-style-type: none"> <li>•</li> </ul>																							
Lunch Update	<ul style="list-style-type: none"> <li>•</li> </ul>																							
Head of School Report	<ul style="list-style-type: none"> <li>• Summer: <ul style="list-style-type: none"> <li>o 39 students with some weeks at 37</li> <li>o Things are going pretty smoothly</li> <li>o Several challenges in classrooms with behavior- being addressed with parents and guides</li> </ul> </li> <li>• ELD to release pre-school guidelines 8/15 (but possibly releasing something earlier)- currently operating under ELD guidelines, expect that new guidelines will be more expansive</li> <li>• No Oasis at this time</li> <li>• Monthly staff meeting- has been conducted and is scheduled for balance of summer</li> </ul>																							

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	<ul style="list-style-type: none"> <li>● Location for stack washer/dryer- water, drain, electrical (OHA strongly recommends and wanted it to be a requirement)             <ul style="list-style-type: none"> <li>○ <u>Action</u>: obtain quote for plumbing + wash/dry + electrical</li> <li>○ Currently teachers taking laundry home-</li> <li>○ Motion to authorize \$4000 (pending plumbing quote)</li> <li>○ Seconded</li> <li>○ Voted- all in favor</li> </ul> </li> </ul>
Committees	<ul style="list-style-type: none"> <li>● <u>Finance Committee</u> <ul style="list-style-type: none"> <li>● Finance Committee Meeting- all were in attendance two weeks ago.- no new information provided</li> </ul> </li> <li>● Discussion:             <ul style="list-style-type: none"> <li>▪ Dedicated distance learning for immunocompromised students or perhaps larger group across Montessori schools</li> <li>▪ Potential for TPMS with an additional classroom</li> </ul> </li> <li>● Worst Case Scenario review             <ul style="list-style-type: none"> <li>● Multiple break even amounts</li> <li>● Oasis- determine if/how/cost (run some scenarios)</li> <li>● Action: Develop Low-Med-High scenario for financial committee July 7 and Board Approval July 15</li> </ul> </li> <li>● Timeline of actions that need to occur between now and school start             <ul style="list-style-type: none"> <li>● Approve budget- July 15</li> <li>● Complete blueprint plan review against ODE information- complete by end of July for submission early August</li> <li>● Determine financial aid avail- for now use a placeholder until budget completed to determine if possible</li> <li>● Defined communication plan for                 <ul style="list-style-type: none"> <li>▪ Current best plan 20-21 outline</li> <li>▪ Blueprint July 2<sup>nd</sup> complete</li> <li>▪ Communication for feedback on Blueprint July 7<sup>th</sup> (feedback to be collected for board meeting on 15<sup>th</sup>)- current “best” plan</li> <li>▪ July 8<sup>th</sup>- approve financial aid if possible</li> <li>▪ Target blueprint submit date August 3<sup>rd</sup></li> <li>▪ Communication for approval of Blueprint August 3<sup>rd</sup></li> <li>▪ Communication about protocols- at least twice between 3<sup>rd</sup> and start of school</li> <li>▪ Parent protocol Zoom meeting- required meetings                     <ul style="list-style-type: none"> <li>● Include videos and request parents to share with children.</li> </ul> </li> <li>▪ *****consider staggered start for people to learn the protocols so everyone gets up to speed*****</li> </ul> </li> </ul> <p>Review possible fundraising to help cover the financial aid.</p> <ul style="list-style-type: none"> <li>● Staff training on all procedures             <ul style="list-style-type: none"> <li>○ May be different between primary and elementary</li> </ul> </li> </ul> </li></ul>

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	<ul style="list-style-type: none"> <li>· Reviewed parent complaint- briefed board</li> <li>• <u>Fundraising Committee</u></li> </ul>
Discussion Items:	<ul style="list-style-type: none"> <li>• Next Meeting: Wednesday, July 15, 2020</li> </ul>
Meeting Adjourned	Adjourned: 9:10 PM
Notes taken by/role	Dave Whitcomb