



**RISING SUN MONTESSORI SCHOOL**

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*The mission of Rising Sun Montessori School is to provide an authentic Montessori school that embraces the diversity of our students, parents, and teachers. Our school community will nurture the individual needs of each child in a learning environment that encourages students to be self-directed, avid learners who are prepared for a diverse world.*

**RISING SUN MONTESSORI SCHOOL BOARD OF DIRECTORS**

**REGULAR MEETING MINUTES**

**Date:** February 21, 2017  
**Time:** Open Session 5:00 pm.  
**Location:** Library, Rising Sun Montessori School  
7006 Rossmore Lane El Dorado Hills, CA 95762

**OPEN SESSION 5:00 p.m.**

**I. Call to Order**

The meeting shall be brought to order by the Chairwoman of the Board at 5:03 pm

**II. Roll Call**

The Chairwoman took roll of members present:

Margarita Rivera, Board Chair	Present <u>X</u> Absent <u>   </u>
Ken Wenham, Vice Chair	Present <u>X</u> Absent <u>   </u>
James Stoops, Treasurer	Present <u>X</u> Absent <u>   </u>
Molly Mix, Secretary	Present <u>   </u> Absent <u>X</u>
Lincoln Snyder, Member	Present <u>   </u> Absent <u>X</u>

**III. Approval of Agenda**

The Chairwoman made a note to move the Employee Handbook Review listed in the Discussion/Action Item section to the March agenda.

Motion to approve agenda with noted move of Discussion/Action item. Motion by James; Seconded by Ken, Approved 3-0

**IV. Public Comments (Items not on agenda)**

None

**V. Parent Committee Report**

Jodie reported that the Parent Committee budget was over \$3,000, with at least \$400 ear-marked for the Teacher Appreciation Week. She stated that the goal of the ear-marked collection is to ensure that everyone who works with children at Rising Sun will receive the same acknowledgement for their contribution to the children and our school.

There is still an ongoing collection of signatures being distributed for parents who are interested in TK/K for next year.

Another Chick-Fil-A order is coming up. There is still very high participation in this lunch program. Someone asked about the use of peanut oil. According to website information, provided by Ken, the peanut oil they use is so highly refined that all of the allergens have been removed.

The Parent Committee is trying to work out an agreement with the t-shirt manufacturer to see if they can still get a good price on the shirts even though they only have an order for 36 shirts.

Dates were provided for upcoming events:

March 17 Parent Coffee  
March 18 Garden Day (make-up date March 26)  
March 27 Science Fair

There was some discussion about providing free extended care for those children whose parents come to help set up.

May 2 Teacher Appreciation Week  
April 1 Track & Field

The Parent Committee is proceeding with preparations for the 2017-18 Fall Harvest Festival. They are in the process of requesting donations. Jodie also mentioned they are recruiting to fill Parent Committee positions left vacant. The Scholastic Book orders have been passed on to another parent.

8<sup>th</sup> Grade Graduation: The group needs ideas about what would be a viable celebration for the 8 students who will be moving on to high school. This is coming up very quickly.

#### **VI. Teacher Report-Andromeda Classroom**

Mr. Jeff provided a very positive report on the growth of the students in his classroom. The first graders are normalized and working independently. His third graders will be moving on to fourth grade so he will lose his class leaders, which in the Montessori classroom are the biggest helpers. It is a bittersweet time, but he's proud because they have grown and are moving on. He remarked on the growth of his assistant teacher, Michelle, who is taking on more responsibility in the classroom.

#### **VII. Head of School Report**

Karl reported on the meeting he had on February 16<sup>th</sup> at the district office. Jackie was not available as scheduled, but they met with Jan Blossom, the Financial Officer for the district. Also in attendance was Adrienne Barnes, Rising Sun's business officer, and Margarita.

Jan had a list of questions from Jackie which she mentioned she needed to report on. Some questions were to clarify how RSMS tracks its expenditures and revenue; for example, do we have a flow chart? Or do we use our bank statements?

Part of the conversation with Jan was to clarify some of the issues RSMS ran into: loss of students, overspending on legal fees to clarify issues for the district; increase of encroachment fee for special education services. Karl addressed the new expenses for the new classroom to be added in the fall stated that we had already purchased the materials last year in anticipation that we would be adding a new classroom last year, but due to the unexpected loss of a teacher, we have been storing the materials.

Karl also discussed enrollment trends. In the last 2.5 years RSMS has lost 88 students. Some reasons given were:

24% unmet parent need  
17% moved  
5% returned to home schooling  
22% had a greater need than the school could provide  
16% found a school closer to home

As an alternative school of choice Rising Sun will experience these enrollment trends.

**VIII. Second Interim Budget Report: Adrienne Barnes, School Business Officer with CSMC**

The second interim budget is due to the district on March 15, 2017.

The same reasons were given by Adrienne: low enrollment, legal fees, SPED encroachment.

There was also a calculator error in recording numbers from CSMC. A couple of questions were raised about money used for materials and other essentials. Karl explained that our school does not have to replenish certain materials each year.

**IX. Consent Agenda**

1. Regular Meeting minutes of January 17, 2017

2. 2017-18 Academic Calendar

Motion by Ken; Seconded by James; Approved 3-0

**X. Adjournment to Closed Session**

**CLOSED SESSION**

**XI. Call to Order**

Chairwoman called for the closed session to be brought to order at 5:55 pm

**XII. Roll Call**

The Chairwoman took roll of members present:

Margarita Rivera, Board Chair	Present <u>X</u> Absent <u>   </u>
Ken Wenham, Vice Chair	Present <u>X</u> Absent <u>   </u>
James Stoops, Treasurer	Present <u>X</u> Absent <u>   </u>
Molly Mix, Secretary	Present <u>   </u> Absent <u>X</u>
Lincoln Snyder, Member	Present <u>   </u> Absent <u>X</u>

**XIII. Discussion/Action Items**

1. El Dorado County Sheriff Security Assessment.

**XIV. Reconvene to Open Session 6:14 pm**

**XV. Closed Session Announcements**

None

**XVI. Adjournment**

The Chairwoman called for a motion to adjourn the meeting.

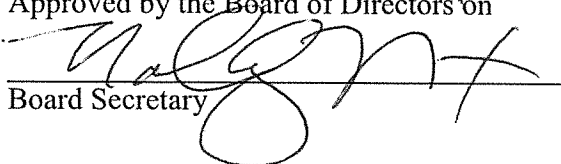
Motion by James; Seconded by Ken; Approved 3-0 to adjourn at 6:15pm.

**Minutes Certification:**

Proposed minutes respectfully submitted,

Brenda Cauchon  
Recording Clerk

March 21, 2017  
Date

Approved by the Board of Directors on  
  
Board Secretary

03/21/17  
Date