



Mill Falls Charter School creates life-long learners by providing an intellectually rich and challenging experience delivered through the Montessori tradition. In a safe and peaceful setting, dedicated educators foster students' individuality, creativity and critical-thinking skills to fully prepare them for future scholastic, civic and personal success.

MFCS Board Meeting Minutes for May 18, 2022 @ 5:45pm

@Mill Falls Charter School

1. **Call to Order, Roll Call & Welcome Public** Marr opened and chaired the meeting.
Present: Corriveau, Butterfield, Marr, Dalton, Trombley in person; Bashir and Bee via Zoom.
Absent: DePasse, Connors.
2. **Public Comment:** No public present.
3. **Meeting Business**
 - a. **Approval of Minutes** from March & April 2022 meetings
Motion: Dalton motioned to approve March 2022 Minutes; Corriveau seconded.
Vote: Unanimous.
Motion: Dalton motioned to approve April 2022 Minutes; Butterfield seconded.
Vote: Unanimous.
4. **Montessori Moment:** Our Lead Montessori Teacher, Kristin Lang, shared a video of the amazing process of Kindergarten Cleanup in her classroom. It is a well-oiled machine that features kindness, collaboration and great efficiency!
5. **School Reporting**

Educational Program Director (*please also see attached report*): Wrubleski discussed first “family inclusive” event – our Peace Walk held right before April Break – emphasizing that we are working to rebuild our community as we recover from Covid. This is a very busy time of year as we conduct internal assessments that feed into progress reports, while also hosting Field Day (5/27) and many activities for our 6th year students as well as our annual 6th Year Graduation and Kinder Celebration, as well as Student Step-Up and our teacher Vs. student soccer game to end the year.

Executive Director (*please also see attached report*): Levin highlighted upcoming Step-Up Night for parents/guardians that will be held virtually. Hiring has been going great; we only need paras and a music teacher. She extended the invitation to Trustees to join us at the 6th Year Student Graduation at 4:15 on June 8th at The Derryfield School. Finally, she noted that following April vacation we have seen COVID spread in the classroom for the first time with one classroom having 5 cases.
6. **Committee Reporting**
 - **Charter Committee:** Dalton/Levin noted that the Charter Renewal Site Visit went very well; they thanked all who participated. Dalton reminded the Board that on **Thursday, Aug 11th Mill Falls’ Charter Renewal will be on the NH Board of Education’s agenda.** The Charter Committee will meet in advance of that to prepare their presentation.
 - **Governance Committee:** In Connors’ absence, Levin reminded the Board of their planned Professional Development Retreat on Saturday, September 17th (1/2 day).
8. **Program:**
 - **2022/23 School Calendar:** Levin reviewed the proposed calendar.
Motion: Butterfield motioned to approve the proposed calendar; Trombley seconded.
Vote: Unanimous.

Motion: Based on NH RSA 91-A:3, II a and d, Trombley moved to go into Closed Session for Review of Draft Budget/Salaries and Lease Renewal; Butterfield seconded.

Actions taken during closed session:

Lease Renewal: The Board reviewed the proposed lease presented to the landlord by our broker, and authorized Levin to accept these terms, barring material changes. Levin will report back to the Board should that be required.

FY23 Budget/Salaries: The Board reviewed and approved the FY23 budget. As part of the Board's COVID-recovery work, the Finance Committee has set as a goal to review the historical data (pre-COVID) to further refine the deficit budgeting process for future years.

Motion: Corriveau motioned to move out of closed session and back into public session; Trombley seconded. **Vote:** Unanimous.

9. Next Meeting: Wednesday, June 14th, 2022 @ 5:45pm

Please note this is the night before the final day of school for the children; final staff day June 16.

10. Adjournment Motion: Butterfield motioned to adjourn at 7:50pm; Dalton seconded. **Vote:** Unanimous.



**Educational Program Director
Board Report
May 18, 2022**

Earth Day Assembly: Annually we celebrate Earth day by planning something outside to care for the earth and additionally work on projects inside the classrooms that incorporate the triple R's- Reduce, Reuse or Recycle. This year we wanted to include the parents in our celebrations since we've had very little ability to invite parents in for events. We held our first all school assembly outside with parents invited to participate in the ritual singing of "Light a Candle for Peace" by Shelley Murley and classroom peace walk. Parents seemed to enjoy this small peek in our little world of peace education and celebration.

Professional Development: Earlier in the month, I sent out a survey seeking feedback on our professional development schedule for the past school year. This survey will inform next years professional development calendar. Additionally, we are meeting with Elizabeth Slade this coming Friday to reflect on the past year and determine goals for upcoming school year.

Step Up Days for Students: Every Wednesday in the month of May, students transitioning to the next level(kinders and thirds), get the opportunity to spend some time with buddies in the LE and UE classrooms as a preview to the upcoming school year. This year we chose to have the students visit the same classroom multiple times get a deeper experience with the Lower and Upper Elementary classrooms.

Step Up Night: This evening is designed to give transitioning student's parents an opportunity to meet next year's teachers and to learn about the next levels curriculum. Students transition from kindergarten to first, third to fourth and of course our incoming kindergarten children.

Living Wax Museum: Annually, students write biographies on chosen inspirational figures in history. In the interest of limiting large crowds of people inside the building, we moved our presentation space outside. We also chose to spread the presentation over three days versus having all 72 students present simultaneously. Luckily, Mother Nature played along with our request for beautiful weather and the changes in formatting were a huge success! Dressed as their biographical figures, students read biographies with confidence to willing audiences as the listeners traveled from wax figure to wax figure outside in gorgeous sunny skies.



Executive Director's Report
For the May 18, 2022
MFCS School Board Meeting
Submitted by Meryl Levin

Required Reporting

There have not been any significant reporting deadlines since our last meeting.

Board Related

As noted, our next Board retreat is scheduled for **Saturday, September 17th, 2022, 8:30-12.** Trustees are asked to please be sure to mark that in their calendars.

Facility

We have received a lease renewal document and will be discussing this document at the May Board Meeting.

COVID Update

Upon return from April Vacation, we had a significant number of staff out with COVID. We are also seeing a very high number of children out with various forms of illness, and a few with COVID or home exposure. Each family and staff member are required to follow our COVID protocol, which includes but is not limited to staying home even if COVID negative, until symptoms have resolved significantly, and the person is well enough to be available and present for learning/teaching.

Charter Renewal Update

Looking forward to our Charter Renewal Site Visit and seeing all of you on Wednesday, May 18th at 8:45am at Mill Falls to welcome the Renewal Team and discuss our school with them.

Enrollment

This week we will hold our annual **Step Up Night and Kinder Orientation on Thursday, May 19th** –these events are designed for parents/guardians to help them understand the curricular content, classroom systems, and learning level expectations for children entering kinder next year, as well as our current students who are moving from Kinder to Lower Elementary (currently in Kinder) and those moving from Lower Elementary to Upper Elementary (our current 3rd year students). These discussions will be held via Zoom.

Human Resources:

Contracts to current returning staff were distributed before April Vacation and have been returned. Additionally, we have hired a new Student Support Coordinator (our Current SSC, Diane Harrises, is moving on). Laura has been meeting with Assistant Teacher candidates to fill the gap left by one of our Assistant Teachers who will be welcoming her second child. **Other than that, we continue to look for a Music Teacher, paras and, of course, subs! Thank you for continuing to spread the word!** We are in excellent shape in terms of staff, and note that our story is quite different than that dominant narrative in education, where schools and districts are scrambling to fill many, many positions.

Financial

The **FY23 Budget** was discussed at length April Board Meeting and will be reviewed again at our May meeting with a vote expected.

Title Funds: We continue our regular flow of expense reimbursement in relation to various title funding grants for Title I (support for our students needing intervention), Title II (staff professional development); Title III (support for our English Language Learners); Title IV a flexible area of funding for student and staff support. We have returned the required FY23 General Assurances and GEPA forms to the DOE and await final notification of available grant allotments from the DOE before they will permit us to upload the FY23 Program Assurances.

ESSER Funds: We continue to request reimbursement funds from the ESSER II and ESSER III funds that are available to us.

Special Education reimbursements from sending districts continue to arrive in a timely manner. On Friday, May 13th, we received the signed **contract from the Manchester School District** for the 2022/23 School Year.

MFCS Community Building & Volunteerism

Laura has enjoyed working with parent/guardian volunteers to organize our **2022 Field Day on May 27th**. If you are interested in participating, please let her know!

Additionally, in recognition of **Earth Day**, families joined us on April 22nd, for an outdoor Montessori Peace Walk. And this week we hosted our **Annual Living Wax Museum**. For COVID safety, we held the Museum event over three days, outside, sharing the work of one Upper Elementary Classroom each day. It was wonderful to welcome the students' families to campus to help celebrate their work. Our students did an incredible job. Please see the May 13th newsletter for pictures.

MFCS ChildCare Program

As previously noted, due to the COVID pandemic, this program is suspended until further notice. Several families have been able to enroll in childcare at the Boys and Girls Club; a bus transports the children from Mill Falls to the Club daily. We are hoping to restart our Before Care Program next fall but must have staff in place before we can offer it as a program.

Foundation News:

The Foundation **currently holds \$517,045** in its accounts.

The Foundation is waiting to hear from the chartable gaming group for the dates that will benefit the MFCS Foundation this calendar year.

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