



# Highland Community School

## Board of Directors - March 2025 Meeting Minutes

### Team Dashboard - 2024-2025

Mission & Vision	Meeting Logistics	Meeting Roles
<p>Mission</p> <ul style="list-style-type: none"> <li>We are a community of diverse families and educators, working together to offer quality Montessori education in a nurturing environment that enriches, empowers, and inspires children to reach their potential and encourages parents to become responsible for and involved with their children's education.</li> </ul> <p>Vision:</p> <ul style="list-style-type: none"> <li>Changing the world by nurturing children and their families to be informed, lifelong learners who are a force of change, in education, the community, and society.</li> </ul>	<p>Meeting Day/Time: 3/11/2025 @ 6:00pm</p> <p>Meeting Location: Lyceum</p> <p>Team Members Present: Mikaya N. Clark, Kia Green, Rashonda Jones, Brian Litzsey, Amy Nelson Christensen, Tim Vargo, Ali Kopyt, Latisha Franklin, Patrick Bader, Brenda Simonis, Kantara Souffrant</p> <p>Team Members Absent: derria byrd, Brittiny Qualls</p>	<p>Facilitator: Brian</p> <p>Time Keeper: Mikaya</p> <p>Food: Latishe</p>

3/11/25		
Time	Item	Discussion
5 Mins	Welcome/Move to Approve Agenda	<ul style="list-style-type: none"> <li>Brenda motions to approve, Kia seconds - motion passes unanimously</li> </ul>
10 Mins	ED Report	<ul style="list-style-type: none"> <li><a href="#">ED Report</a> <ul style="list-style-type: none"> <li>contract is finalized, signed and submitted to MPS as of Monday, March 10th</li> <li>The K3 lottery was held and acceptance letters were sent out last week. More than 80 K3 applications were received. Many tours were held for K4 students. Not currently</li> </ul> </li> </ul>

		<p>accepting any 1st-8th grade students.</p> <ul style="list-style-type: none"> <li>○ An additional classroom for K4/K5 has been opened up for summer camp.</li> <li>○ Black History Month program was a big success. Social Justice Committee supported.</li> <li>● <a href="#">Feb Development Overview</a></li> </ul>
85 Mins	Committee Updates	<ul style="list-style-type: none"> <li>● Finance - 20 Minutes <ul style="list-style-type: none"> <li>○ <a href="#">Feb finance docs</a></li> <li>○ Amanda will present the proposed budget to finance committee at their next meeting, and then to the full board at the April meeting for approval.</li> <li>○ New facilities manager started in January</li> <li>○ Special Education update - MPS has shared that they will not be reimbursing for contracted Speech and Special Ed services this school year. The school will continue to work the district to resolve this since these contracted services have always been reimbursed in the past.</li> <li>○ School will be closed the week of 4th of July to accommodate the window replacement project.</li> </ul> </li> <li>● Facilities - 15 Minutes <ul style="list-style-type: none"> <li>○ Getting new quotes for 3rd party asbestos abatement management (MPS requirement)</li> <li>○ Window project will start on June 13th, test window in the cafe will removed and replaced before had to ensure no surprises.</li> <li>○ Finalizing quotes for toddler room air conditioning project</li> <li>○ One consequence of new tariffs is that construction companies are not holding quotes as long as they have in the past due to supply chain costs/concerns.</li> </ul> </li> <li>● Governance - 30 Minutes <ul style="list-style-type: none"> <li>○ Elections planning: <a href="#">discussion items</a> <ul style="list-style-type: none"> <li>■ Discussion of a closed session at the April BOD meeting will be held to approve board members for a second term (board vote). If a current board member does not win approval from the board, they may be included on the next ballot. Vote on this plan will take place at the April board meeting.</li> <li>■ 3 open seats for next election.</li> <li>■ Eligibility requirements will stay the same <ul style="list-style-type: none"> <li>● Parent or legal guardian of a student at Highland.</li> <li>● Ability to serve for 3 years as a Highland parent.</li> <li>● Active and engaged member of the Highland community.</li> </ul> </li> </ul> </li> </ul> </li> <li>● Academics and SEL - 10 minutes</li> </ul>

		<ul style="list-style-type: none"> <li>○ See notes from February meeting</li> <li>○ Move towards a quarterly update on progress towards the goals in the SIP (Oct, Jan, April, June)</li> <li>● Executive Committee (Charter Review) - 10 Minutes <ul style="list-style-type: none"> <li>○ Move to next meeting</li> </ul> </li> </ul> <p>Special note - shout to to Ms. Megan for all members of the forensics team making it to state</p>
5 Mins	Adjourn	<ul style="list-style-type: none"> <li>● Brian motions to adjourn, Amy seconds - motion passes</li> </ul>