

**BOARD OF TRUSTEES**

Meeting Minutes

**June 26, 2021
9:00 a.m. – 10:55 a.m.**

A virtual meeting of the Board of Trustees (hereafter the “**Board**”) of Shining Stars Montessori Academy Public Charter School (hereafter “**Shining Stars**” or “**School**”) was held on Saturday, June 26, 2021 at 9:00 a.m. to 10:55 a.m.

**Call to Order**

Mr. Anthony King (Board Chair), called the meeting to order at 9:02 a.m. R. Rodriguez recorded the minutes.

**Agenda**

1. Introduction
	1. Welcome to the public
		1. The meeting was held virtually via Google Meet.
	2. Roll Call/Attendance
		1. Anthony King, Esq. (Chair)
		2. Willa Golden
		3. Tatiana LaBorde (Parent)
		4. Aldel Brown
		5. Regina Rodriguez-Garcia (ex-officio)
		6. Kamal Wright-Cunningham
	3. Missing Board Members
		1. Shawn Samuel
		2. Teischa Harris (Parent)
	4. Establish Quorum
		1. A quorum of directors was present, and the meeting, having been convened, proceeded with the business.
2. Old Business
	1. Vote to approve - of May 22[[1]](#footnote-1), 2021, Board of Director Minutes
		1. No comments from Board members
		2. Chair moved to approve Board of Directors meeting minutes
		3. Motion to approve made by Willa Golden
		4. Second by Tatiana LaBorde
		5. An I from Kamal Wright-Cunningham, Tatiana LaBorde, Aldel Brown, Anthony King, and, Willa Golden
		6. May 22, 2021 Board Meeting Minutes unanimously approved by the Board.
3. Public Comment
	1. This time is reserved for citizens, employees and representatives of school groups to address the Board on items that are not on the agenda. By law, the Board cannot take action upon or discuss items that are not on the approved agenda, but welcomes your comments. Persons addressing the Board are asked to state their names and whether or not they are a resident of the District. The Board Chair reserves the right to limit comments from the public as well as the amount of time spent on any one topic.
		1. The June 26, 2021, meeting of the Board was open to the public.
		2. Member of the public present: Regina Hertz Lohr (SSMA parent and SSMACA Board Member).
		3. Question from Regina Hertz Lohr: Are there any changes to classroom structure for next year – will there be the same number of teachers at each level?
		4. Response from Regina Rodriguez: Structure does not change. There may be some shift in personnel, but there will be no change to classroom structure.
		5. Question from Regina Hertz Lohr: Part of my question is about the lower elementary class – will it be split or stay together?
		6. Response from Regina Rodriguez: We are not really sure. However, I have been interviewing as if they are.
		7. Question from Regina Hertz Lohr: I’m curious – Where are the 6th graders enrolling for next year?
		8. Response from Regina Rodriguez: They are not going to any particular place. They apply to independent schools.
4. Executive Director's Monthly Summary Report
	1. Academic
		1. Continuous Education Plan and SY21-22 Full Reopening Blueprints (Update)
			1. There are three separate reports due to OSSE
				1. Continuous Education plan – Due to OSSE by June 30, 2021
				2. Health and Safety plan – Due to OSSE June 30, 2021
				3. Assessments – Due to OSSE by July 15, 2021
			2. SSMA Team currently working on all 3 plans for review and submission.
		2. Summer Stars program began June 21, 2021
			1. Summer Stars will provide extended and accelerated learning for children who had very severe attendance issues that affected learning.
			2. SSMA identified 50 students who are in person from 9am-1pm, working primarily on mathematics and language (ELA). Students are also involved in mindfulness, and social and emotional kinds of activities, to get them reacclimated to school.
			3. The Biden administration injected some additional monies for schools to begin doing summer work. There was a grant of $50,000 to all schools.
			4. The $50,000 grant money was in place to hire summer staff and purchase any curriculum materials.
			5. We have math and English teachers and 3 support staff.
			6. Mr. Fontroy, long term SSMA teacher, is the Director of the summer program.
			7. The school will be doing an assessment with the children weekly.
			8. The school is following the same health and safety protocols during the summer, while also adhering to the new CDC guidance regarding social distancing in the classroom (3 feet social distancing) and in the common area (6 feet social distancing).
		3. Principal and designated staff will be reviewing the school’s curriculum over the summer for next school year. The review will consist of the following
			1. MAPs, unpacking the standards, scope and sequencing, lesson planning, and standardized lesson plan;
			2. Review of distance learning program;
			3. Montessori Annual Curriculums; and
			4. Schedules.
		4. Data
			1. Achievement and Growth
				1. For SY20-21, SSMA used the NWEA MAP and the ECR Early Childhood, modeled from Appletree.
				2. Students in lower elementary showed more growth than students in upper elementary.
				3. MKV students showed less growth.
				4. Dual language and English Language Learner (ELL) students continue to do well.
	2. Non-Academic
		1. Discipline:
			1. No suspensions/out of school reflections or expulsions for the entire year, even with the reopening of school.
		2. Attendance
			1. To be compliant, attendance should be at least 92 percent. Our attendance goal for SY2021-2021 was 95 percent. We received our June score from OSSE and our attendance was at 90.2 percent.
			2. The highest percentage of attendance were in grades 1-5.
			3. Pre-K3 and 6th graders had the lowest attendance rates.
		3. Graduation
			1. Stepping and graduation went well, it was streamed. For the rising first graders, there were 417 people looking at the ceremony online. For our rising 4th graders, there were 112 viewers. For our 6th graders, we had in-person dinner.
		4. Enrollment
			1. SSMA continuous to enroll. Currently, the school has 200 families enrolled.
			2. The school has a waitlist and continuous to monitor the waitlist. When there is a spot available, the school will pull families from the waitlist.
		5. Personnel
			1. We have all contracts for 2021-2022 signed except for one.
			2. New Hires –
				1. ELL Coordinator
				2. An additional Learning Specialist
				3. Two new staff for Dual Immersion
				4. A Bilingual Classroom Assistant
			3. We still need to hire for the following
				1. Front Desk
				2. Registrar
				3. Café
				4. Day Janitor
		6. August 30, 2021 - First day of school
		7. School will have an early riser (before care) and MAP program (after care).
	3. Financials
		1. School is looking at a 40% increase in staff costs, which is due to
			1. Change in market price
			2. Teacher Retention
			3. Cost of living increase
			4. Rising cost of salaries
			5. Extended learning - academic support staff for summer program
			6. Additional staffing for after school program
		2. Meals
			1. School will continue to collect fees for lunch from parents/guardians who are eligible to pay.
	4. Facilities Update
		1. The school is looking at shade structures for the atrium, creating more room for classrooms and additional office space where students can meet with staff.
5. New Business
	1. Approval of SSMA’s School Year (SY) 2021-2022 Budget for submission to PCSB
		1. No comments from Board members
		2. Chair made a motion to approve SSMA’s SY2021-2022 Budget for submission to PCSB
		3. Second by Willa Golden
		4. An I from Chair, Kamal Wright-Cunningham, Tatiana LaBorde, Aldel Brown, and Willa Golden
		5. SY2021-2022 Budget unanimously approved by the Board.
	2. May 2021 Financial Statement
		1. No comments from Board members
		2. Chair made a motion to approve the May 2021 Financial statement
		3. Second by Tatiana LaBorde
		4. An I from Chair, Kamal Wright-Cunningham, Tatiana LaBorde, Aldel Brown, and Willa Golden
		5. May 2021 Financial statement unanimously approved by the Board.
6. Members Report
	1. No member reports.
7. Closing Items
	1. Adjourn Meeting
		1. There being no further business to come before the members, the meeting was adjourned by the Chair.
1. Correction: During the June 26th Board meeting, the wrong date was referenced, May 17, 2021. The correct date for the May meeting minutes is May 22, 2021. [↑](#footnote-ref-1)