

TTMS Board of Trustees

Meeting Minutes: Tuesday, March 14, 2023

Present: Chynna Jeremiah, Jeremy Valdes, Ken Hanks, Teresa Rao, Nicole Cook, Meghan Mull, Jackie Elder, Jill Big Eagle, Eric Aasness

Absent:

Guests: None

Approve Consent Agenda

Motion: Meghan moves to approve the consent agenda. Jeremy seconds; No discussion; All vote in favor. Motion passes.

Head of School's Report

Recent Events

- February 17 Staff Inservice Day
- February 17-20 AMI Refresher Course in Baltimore, MD
- February 21 Coffee and Conversation (Evening Edition)
- March 4 "Carmela Full of Wishes" Seattle Children's Theatre

Upcoming Events

- March 18 Sounders Game
- March 18 Monthly Park Date
- March 21 Coffee and Conversation
- March 23-24 Parent-Teacher Conferences
- March 29 Childhood Feeding Dynamics (family education opportunity-postponed from 3/15)
- March 30 Roller Skating at Southgate Roller Rink
- April 3-7 Spring Break

Enrollment

- Re-enrollment: 148/168 contracts sent out were returned. Overall retention rate of 88%
- Fall enrollment is forecast at 187 students
- Nicole will share diversity statistics with the Board.

Staffing Update

- Open positions: Recruiting Lower Elementary Guide to begin August 2023. Job ad posted.
 - School participated in a Job Fair at the AMI Refresher course.
- Employment ended for one support staff and one starts this week.

Fundraising

- A group of parents met on Tuesday, 3/14 to start planning an event to be held before the end of the year.
- Annual Fund: Goal: \$50,000
- Donations received: \$86,167
- Expected match contributions: \$6,750

Professional Development

- Two staff members are expected to begin the AMI elementary training program in Milwaukee for the next three summers beginning this summer.
- Two Admin staff and three Guides attended the AMI Refresher course in Baltimore February 17-20.
 - The admin course was on Leading with Dignity by Donna Hicks, who is the author of the book with the same name.
 - A presentation is being planned for staff at the beginning of the next school year, to incorporate this work into the culture.
 - The primary level course discussed the importance of music in the classroom.
 - The toddler level course reviewed an updated training album called Foundations of Personality Development to replace Child Neuropsychiatry.
- The staff at the inservice day on 2/17 attended a presentation on challenging behaviors. The program manager completed an 8 week coaching course through Public Montessori in Action. 3 primary guides have been able to spend a day observing at other schools.

Maintenance

- The garage door at the blue house property will be replaced in approximately 6 weeks. A fence gate will be replaced and the parking lot gate will be repaired at the end of May.

Board & Standing Committees Updates

Finance Committee

- Cash Balances at \$1,952,874 as of 03/10/2023, up from \$1,684,630 in February.
- Net Income/Loss for January was \$62,264.
- Fundraising revenue at \$86,167
- Unexpected expense for failing garage door at blue house and replacing fence gate and parking lot gate. Nominal
- School still considering van replacement options

Board Development

- Board recruitment will follow-up with current candidate
- New candidate being recruited

Goals Progress

Tukwila Property

- Eric & Jeremy presented financial analysis of different options for the tukwila property
- Eric will have conversation with developer about the property

Closed Session

The board held closed session.

Meghan cancelled board meeting on 4/11 to accommodate the State of the School.

