



MAY SANDS MONTESSORI SCHOOL

A public school of choice

1400 United Street #110, Key West, Florida 33040

Meeting Minutes: MSMS Board of Directors March 27, 2019

Present: Lynn Barras, Principal; Melissa Trader, President; Susanne East-Brooke; Vice President; Rob Hardman, Treasurer; Patrick Rice, Secretary; Kristen Winters, Board Member; Colleen Dunne, Board Member; Eric Dickstein; Board Member; Amy Stotts, Parent Liaison

Absent: Jen Stefanacci, Board Member

New Members: Derek Norman, Board Member; Chase Hurst, Board Member; Bree Gangi, Board Member

Attendees: Ms. Kristin, Ms. Heather, Ms. Suzanne, Tom Rompella

Meeting called to order: 5:39 PM

Motion to Approve Agenda: Rob moved; Kristen 2nd; Unanimous approval

Program Reports: None

Presidents Report:

- Discussed Board Retreat
- Discussed Donor options
 - Suggested providing cost for enrichment staff and asking for financial help
 - Discussed an endowment for the arts
 - Discussed a giving circle for sustainability of the gift
- Motion to Accept
 - Kristen Moved; 2nd by Suzanne - Unanimous approval

Secretary's Report (Patrick):

- Approval of Feb. minutes
 - Melissa Motion; Susan 2nd - Unanimous approval

Treasurer's Report (Rob):

- Big issue is \$50K budget gap
 - Due to low enrollment by about 10 students
 - Gala helped \$10K
 - Now about \$40K down
 - Haven't hit the fundraising goal
 - About 47% of fundraising goal
 - Discussed fundraising options
 - Argo Navis
 - Comedy Show
 - Alumni donations
- Question on legality of parent contributions to teachers
 - It is legal to give gifts



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- Suggested - Tip your teacher program
- Patrick moved; Kristen 2nd
- Unanimous approval

Principal's Report (Lynn):

- Draft school year calendar for approval
 - Discussed a ceremony for new students @ beginning of the year
 - Suggested 8th graders welcome kindergarteners at flag raising
 - Patrick moved; Melissa 2nd
 - Unanimous approval
- Discussed enrichment as a paid music teacher
- Discussed mental health training
 - Colligate HS offering additional training
- Working with funding issues and purchase freezing
 - Closes the gap to \$15K if all goes as planned
 - Discussed 22% increase in benefits
- Discussed Lou Tufford school retreat
- Discussed instructional staffing issues
- Discussed instructional observations
- Discussed Papio Kinetic Parade
 - Water off a Duck's back- Duck is the Float
 - Suzanne Brown will work with students for MSMS float
- Discussed Earth Day planning
- Discussed School-wide social emotional learning
 - Discussed a tool kit for schools
 - Three signature practices
 - Engaging strategies
 - Closing ritual

Committee Reports:

- Staffing Committee
 - Rachel submitted resignation
 - Need Montessori training for all staff
 - Suggested communication issues
 - New evaluation forms
 - Need new questions
 - Mandatory comments
 - Aftercare issues
 - Differences between philosophies in aftercare vs. classroom
 - Discussed increasing cost for aftercare and adding value through arts, STEM, etc.
 - Studios of Key West wants to work with children and willing to help MSMS
 - Discussed Montessori training (staff including the board)
 - Ms. Suzanne was suggested as the person to train
 - Suggested 2 hr training



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- Discussed mandatory Montessori parent training
- Fundraising Committee
 - Discussed a pledge drive
- No other committee reports

Good of the Order:

- Nothing to report

Parent Report (Amy)

- Nothing to report

Citizen Input

- None

Meeting schedule

- **Next meeting:**
 - April 24th at 5:30 PM
 - May 22nd at 5:30 PM

Motion to adjourn:

- Patrick motioned; Kristen 2nd
- Unanimous approval
- Adjourned at 8:15 PM

MSMS Board Secretary, Patrick Rice