

Meeting Minutes: MSMS Board of Directors

October 16th, 2019

Present: Lynn Barras, Principal; Rob Hardman, President; Melissa Trader, VP; Chase Hurst, Treasurer; Bree Gangi, Secretary; Kristen Winters, Board Member; Eric Dickstein, Board Member; James Villegas, Parent Board Member; Christina Joy, Parent Board Member

Absent: N/A

Attendees: Ms. Kristin; Holly Will

Meeting Called to Order: 5:33 pm

Secretary's Report (Bree):

- **Approval of revised Minutes- September; Kristen makes a motion, James seconds the motion; Motion carried.**

Treasure's Report (Chase):

- **Revise/Amend Budget to reflect number of students**
 - Have not cut off open enrollment yet
 - Currently based off of 124 Students (projection)
 - 100 Students (currently)
 - Areas to cut back and save?
 - Chase and Pam are going to review and see where adjustments can be made before next board meeting
 - Eric suggests stripping back non-solidified dollar mounts and create realistic month to month projection
 - Melissa suggested reaching out to previous families to invite them back and it was suggested we put together a “bragging” list to accentuate our new instructional staff members and their experience/expertise in Montessori
 - Lynn reached out and left messages for potential families that could return
 - James reached out to former parent about getting student back into the school – Kristen talked to the family as well, parents want student to have more discipline than MSM could offer
- **Motion to accept August Financials: James makes a motion to accept; Eric seconds the motion; Motion carried.**
 - **Notes:**
 - **Enrollment won't close until capacity is reached**
 - Ad in newspaper
 - Editorial
 - Rob O'Neal
 - Pirate Radio
 - **Between now and Christmas break – Rob thinks it's the best time; Miss Kristin has witnessed new enrollments all throughout the year**

Meeting Minutes: MSMS Board of Directors

President's Report (Rob):

- Community Member seat open:
 - Carole Earle
 - Passion for education
 - Years of experience with boards
 - All in favor for Carole.
- Injury in early September:
 - Prior to Rob responding he interviewed all involved
 - Protocol was followed
 - Everything was kept HIPAA compliant
 - No right or wrong way to react to your child's wellbeing
- Highlight new/different parts of school for the community:
 - Kristen invited Holly for PR chair seat
 - This person could get the message across of what MSM has going on this year and what has improved
 - Holly made a point that most people aren't educated on MSM/Montessori education
 - Educate parents so they can relay messages
 - Reach out to High School A/V club to create an infomercial
 - Make sure parents are on a committee
 - Should have all committees covered by next board meeting
- Purple pinky project
 - Clarify opt-in/opt-out via take-home sheet
- Parents from MSM talked to a teacher at another school about the "neglect" towards their child's IEP
 - Paperwork has to be done through district
 - Has to be clear if the student is ESE or not
 - Paperwork should transfer automatically with change of school. but does not always
 - cannot be asked prior to an application completion if a child has an IEP – information obtained during enrollment

Principal's Report (Lynn):

- Allow Eric + Rob to convene a meeting for facility plan
 - Use of green space
 - 30, 60, 90 day vacate green space

Meeting Minutes: MSMS Board of Directors

- Intention that district will be building a space for us
- We won't vacate until there is a new building to move into
- Notice was officially given that VPK is being added next year
 - Each grade level in a Montessori school is a three year "cluster" and receives funding per group
 - VPK would be given funding
 - Children would get an early start to Montessori education
- Training may be needed for each type of school personnel who will be using the evaluation tool
 - Will board use online or paper evaluation?
 - Paper tool could be more user friendly and less of a monetary commitment
 - Collective evaluation or single evaluations by each board member?
 - Time, clear information being relayed - are two important considerations
 - **We will have a collective evaluation**
 - When should it be done?
 - Once a year? Twice a year? Beginning, middle, end of year?
- Lynn has to complete MDA component of financial audit
 - Highlights of year, red flags, etc.
- School sign
 - Grandparent of student is donating antique wood
 - Woodworker + painter are donating their time and services
- School safety and security
 - Grant for \$1,700
 - Surveillance cameras?
 - Wireless PA system would be more beneficial because 2 way radios didn't work efficiently during lock down drill

Committee Reports:

- Fundraising Committee
 - Committee met this morning
 - Approached by Preschool co-op to do the spring fair fundraiser
 - Offer games that reach older kids, dunk tanks, rides, etc.
 - Stretch the hours
 - Split the hours of operation between the two schools
 - New location + new branding
 - Bayview or Truman Annex?
 - Same date
 - Bizz-Buzz
 - Lemonade Stand
 - Parade Night
 - Children's Day

Meeting Minutes: MSMS Board of Directors

- bungee jump ride
 - offer water, snacks, glitter tattoos, etc.
- Fundraising thermometer
 - Being built
- School store
 - All volunteers wear gear
- Poker Night
- Gala @ Sunset Green
 - Donated space
 - Food + Drink not included
 - DJ Jimmy, other bands?
 - Love is in the Air (theme)
 - Cash Bar
- Can parents offer to host a fundraiser at their business and count as volunteer hours?
 - Has to be brought to the board for approval
 - There needs to be certain points/marks that are reached to make the exchange

Melissa moves to adjourn meeting: 7:47PM; Rob seconds. All in favor.