

**Meeting Minutes: Board of Directors**

**February 23, 2017**

**Present:** Lynn Barras, Principal; Briana Castillo, President; Alex Thommes, Melissa Trader, Treasurer; Patrick Rice, Secretary; Vice President; Jen Stefanacci; Board Member; Layla Barr, Board Member; Amy Bradshaw, Board Member; Nancy Brundage; Board Member; Ed Dawicki, Board Member; Amy Stotts, Parent Liaison;

**Absent (excused):** Kristen Winters, PR committee member.

**Citizen:** Seana Cameron

**Meeting called to order: 5:01 PM**

**Motion to Approve Agenda:**

- Ed moved and Nancy 2<sup>nd</sup>
- Unanimous approval

**Program Reports – No Reports at the Board’s request**

**President’s Report:**

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**Secretary’s Report:**

- No changes to minutes
- Ed, Nancy 2<sup>nd</sup>
- Unanimous approval

**Treasurer’s Report (Melissa):**

- No Questions
- Ed moved; Briana 2<sup>nd</sup>
- Unanimous approval

**Principal’s Report:**

- Staffing Report
  - Urgent situation – Erin out indefinitely with knee injury
    - Lynn Barras is substituting in the classroom
    - Suggested a local candidate
    - Discussed a backup plan for the future to avoid this problem
      - Subs don’t need a teaching certification
  - Discussed re-advertising for lead guide position
  - Miss Lindsey finished teacher certification
- Facility Report
  - No draft lease yet
  - Discussed scheduling a Facilities Committee meeting
- Program Development
  - Chrome books have arrived and should be in service by March 2017
  - Four students received awards for science fair

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**Committee Reports:**

- Fundraising Committee Report
  - Discussed upcoming events
  - Shared thank you card from community participants from Gala
- Grants Committee
  - Patrick discussed a Mote Protect Our Reef grant to develop Marine Environmental Education Program
  - Seana Cameron discussed Target grant for Field Trips
- Parent Liaison – nothing to report

**Citizen Input**

- Seana Cameron – requested update on Conch classroom guide situation
  - Lynn gave an update
  - Seana replied that Conch class parents would like an update
  - Lynn stated happy to accommodate a face-to-face meeting with parents
  - Set meeting for Thursday 4/2/2017 at 5:30 PM
  - Seana volunteered services for tech training for faculty, staff, and students

**Good of the Order:**

- Discussed Board vacancies and options

**Next meeting – March 30, 2017 at 4:00 PM**

**Motion to adjourn:**

- Melissa moved, Ed 2<sup>nd</sup>
- Unanimous approval

May Sands Montessori School Board Secretary,  
Patrick Rice