



MAY SANDS MONTESSORI SCHOOL

A public school of choice

1400 United Street #110, Key West, Florida 33040

Meeting Minutes: MSMS Board of Directors

February 28, 2019

Present: Lynn Barras, Principal; Melissa Trader, President; Susanne East-Brooke; Vice President; Rob Hardman, Treasurer; Patrick Rice, Secretary; Kristen Winters, Board Member; Amy Stotts, Parent Liaison; Derek Norman, Board Member-elect; Ms. Kristin, Lower Elementary Lead Guide; Ms. Alexis, Elementary Lead Guide; Ms. Heather, Guidance Counselor

Absent: Eric Dickstein; Board Member; Colleen Dunne, Board Member; Jen Stefanacci, Board Member

Community Attendees: (Interested in Community Board Member seats) Bree Gangi; Chase Hurst

Meeting called to order: 4:10 PM

Motion to Approve Agenda:

- Rob moved; Kristen 2nd
- Unanimous approval

Program Reports: None

President's Report:

Introductions of Potential Board Members

1. Bree Gangi – Marketing Director for Key West Theater
 2. Chase Hurst – in KW for 7 seven years; Fundraising expertise
 3. James Villegas – (not present), self-employed; interested in curriculum development and parent involvement
- Motion to appoint Bree and Chase, invite James to join the Parent Involvement Committee
 - Melissa Moved; 2nd by Kristen
 - Unanimous approval

Discussed ½ the board not buying raffle tickets

Secretary's Report (Patrick):

Approve January Minutes

- Melissa Moved; Susan 2nd
- Unanimous approval

Treasurer's Report (Rob):

Approve January Financials

- Discussed specific line items on the report: Pizza, Fundraising
- Discussed charitable donations and endowments, naming rights for facilities mechanism
 - Melissa moved; Kristen 2nd
 - Unanimous approval

Principal's Report (Lynn):

Move to Approve Comprehensive Substance Abuse Policy

- Needs to be added to the current policy in the handbook
 - Patrick moved; 2nd Melissa
 - Unanimous approval
- Discussed Planning for Substance Abuse Training

Update on February student count

- Project 134; Actual 124



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- Reduced FTE overall
- ESE population increased which carries higher funding

Compliance Requirements

- Discussed lack of charter staff information in the State Report - unable to load data

Open Application Period for Lottery

- SY 2018: 97 applications
- SY2019: 57 applications
- Lost 15 students over the current school year, current enrollment: 124
- Discussed advertising May Sands Montessori School accepting applications at specific events
- Discussed a MSMS permanent sign with a marquee underneath

Youth Mental Health First Aid Training

- Guidance and Principal training complete
- Planning teacher & nurse training

School Concerns

- Discussed recent student issues with behavior
 - Discussed comparison of student attrition over the years
 - Discussed issues as to why we are losing students
- Discussed a new issue with disgruntled parent
- Distributed paper (Whitescarver and Cossentino, 2008) on Montessori in the public sector
- Discussed Committee assignments
- Discussed parent of the month, service heroes award and recognizing staff, too

Staffing

- Ms. Rachel resigned
- Planning exit interview

Facility

- Discussed Conch classroom plumbing district scheduled for the summer

Committee Reports:

- Staffing Committee: Working on annual reviews

Parent Liaison Report: Nothing to report

Citizen Input: None

Meeting schedule

- March 27 at 5:30 PM
- April 24th at 5:30 PM
- May 22nd at 4:00 PM

Motion to adjourn:

- Patrick motioned; Kristen 2nd
- Unanimous approval
- Adjourned at 5:57 PM

MSMS Board Secretary, Patrick Rice