

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes

Date: August 16, 2017

2330 Old Bath Highway, Washington, NC 27889

Mission Statement: *Our mission is to inspire academic excellence; to nurture curiosity, creativity, and imagination; and to do so within an environment rich with warmth, kindness and respect.*

Board of Trustee Members (Voting)	Board of Trustee Ex-Officio Members (Non-Voting)
X Lisa Lawless, Interim Chair X Christy Walcott, Secretary X Rick Yakubowski, Treasurer X Charles Smith, Member	X Darla Prescott, Directress of Education and Academics X Austin Smigel, Director of Administration and Finance X Jessica Adams, Faculty Representative MPTO Representative Trent Woolard, SGA Representative

Acronyms Used: Board of Trustees (BoT), Head of School (HoS), Montessori Parent Teacher Organization (MPTO)

Open Session

Item	Responsibility and Basis	Reference (on File)
Call to Order	Interim Chair called meeting to order at 7:00 p.m. Members were present as represented by "X" mark above. Rick Yakubowski read the mission statement.	Member Sign In Sheet
Agenda	Agenda reviewed. MOTION: Christy Walcott made motion to accept the agenda as presented. Charlie Smith 2nd. All in favor. Motion carried.	
Privilege of the Floor	None.	Sign In Sheet
Community Reports	MPTO Report: Nothing to report at this time. Faculty Report: Jessica Adams reported. Teachers return tomorrow. Open house is Monday. Student Gov't Report: Trent Woolard not present.	
Management Reports	Directors' Report: Darla Prescott and Austin Smigel reported. Reports reviewed. Discussion held. Student headcount reflects two months, both July and August. Attrition discussed. Community cookout is scheduled for September 7, 2017. The entire school community is invited to attend at no charge. Home volleyball and soccer games will be held in conjunction with the cookout. The new phone system was installed over the last two days. It should be fully functioning by Friday. The Board acknowledges that the phone system went over budget by \$800. New copiers have been installed and are set up as multi-function devices that will serve as printers, copiers and scanners.	See combined Directors' Report

	<p>There are 56 children starting the year with IEP's. EC staff continues to do a remarkable job of serving these students. The goal is always for these students to receive interventions and support to be eligible to exit the program.</p> <p>Summer Institute for the teachers was very successful. Teachers received CEU's for attending.</p>	
Discussion Items	<p>Update BoT strategic plan from retreat topics: Discussion held regarding the priorities. New buildings for Children's House and Secondary I are needed. Austin needs permission to research construction costs. Ideally, both would be built at the same time or in succession of each other. At some point, the school would like to pursue purchasing adjoining land again. BoT will rewrite the Building and Grounds priorities to reflect the school's building needs. Attrition discussed again. To help control the enrollment numbers, fewer kindergarteners will be offered slots for the 2018-19 school year.</p> <p>Discussion held regarding Community, Connections, and Diversity goals. Communications discussed. Diversity of staff and students discussed. Edits were made to the goals. Student Achievement Goals discussed next. Edits made. Student achievement data is already being collected and analyzed by teachers and administration to monitor each student's progress. Finance goals will be discussed at a later time.</p> <p>Update on upcoming elections: Community elected seat will be discussed with WMPCS community at Open House and the first Community meeting. Self-perpetuating seat is now taking nominations/applications. Austin will edit the nomination form and publish it on Google drive for Board input. Once final it will be posted to the website.</p>	See handout
Action Items	<p>Approve minutes 07-20-2017: July 20, 2017 minutes reviewed.</p> <p>MOTION: Charlie Smith made motion to accept the 07-20-2017 minutes as written. Christy Walcott 2nd. All in favor. Motion carried.</p> <p>Election of Board Officers for the upcoming year held:</p> <p>MOTION: Charlie Smith made motion that Lisa Lawless resume as Chair, Rick Yakubowski will continue to serve as treasurer and Christy Walcott will continue to serve as secretary. Rick Yakubowski 2nd. All in favor. Motion carried.</p>	
New Business	Governance and Finance goals will be added by Rick Yakubowski and reviewed at the next Board meeting.	
Public Comments	Austin and Darla thanked the Administrative staff for all their hard work over the summer.	

	<p>Darla presented the new Beginning Teacher Support Plan Program for the Chair to sign.</p> <p>Austin asked the Board to approve the new soccer coach already included in the budget. Since it is already in the budget, no motion needed.</p>	
Closed Session	Closed Session not needed tonight.	
Return to Open Session and Adjournment	MOTION: At 8:35 pm, Charlie Smith moved to adjourn. Christy Walcott 2nd. All in favor. Motion carried.	

These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the September 21, 2017 Board meeting.

Accepted by: _____ Date: _____
 Lisa Lawless, Interim BoT Chair, WMPCS, Inc.

BoT Action Items

Action or Concern	Who will complete	Timeframe	Reference
Board requests an update on the curriculum implementation success.	Darla Prescott	Periodically at Board Mtgs	Discussion Items 9/15/2016
Follow-up on School Improvement Team	Charlie Smith	Periodically at Board Mtgs	Discussion Items 11/17/2016
Policy Series: <ul style="list-style-type: none"> • 500 first read • 600 first read 	Board members will be re-assigned to series due to resignation of some members	Upcoming Board Meetings	New Business 2/16/2017, 3/16/2017 Discussion Items 07/20/2017
Plan to track graduation rates and college paths of former students	Darla and Austin	September Board Meeting	Management reports 5/18/2017
Add Governance and Finance Goals	Rick Yakubowski	September Board Meeting	New Business 08/16/2017