

# Washington Montessori, Inc. Board of Trustees

## Regular Meeting Minutes - Final

Date: November 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, 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 Jessica Adams, Faculty Representative MPTO Representative X Mason Smigel, 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)
<b>Call to Order</b>	Lisa Lawless, 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
<b>Agenda</b>	Agenda reviewed.  <b>MOTION: Christy Walcott made motion to accept the agenda as presented. Charlie Smith 2<sup>nd</sup>. All in favor. Motion carried.</b>	
<b>Privilege of the Floor</b>	None.	Sign In Sheet
<b>Community Reports</b>	<p><b>Faculty Report:</b> Jessica Adams was absent. Austin reported that Jessica has been selected as Faculty Representative for the 2017-18 school year.</p> <p><b>Student Gov't Report:</b> Mason Smigel reported. SGA Elections have been held. Results are as follows:</p> <ul style="list-style-type: none"> <li>● Mason Smigel, President</li> <li>● Trent Woolard, Vice-President</li> <li>● Joey Phipps, Treasurer</li> <li>● Mackenzie Potter, Secretary.</li> </ul> <p>Also, reported that Darla is assisting with restructuring the high school daily community time. The Holiday Light Show is the next big event and fundraising opportunity.</p>	

**Management Report**

**MPTO Report:** Austin reported. MPTO has met, set the budget, and received community approval on the budget. This budget includes a dance for Secondary. MPTO has decided to organize the event instead of having it student led. Discussion about the event being level specific. MPTO has historically sponsored school-wide events. Past events have always included student input and direct involvement as well. This will be a break-even event budgeted at \$500 and not a fundraiser. Spring Craft show is being planned as a fundraiser. Currently the MPTO is headed up by two parents. Discussion held. The Board requests that the MPTO submit the plans for the dance in writing to the Board for review and sanctioning. Two main concerns:

- Not having student input doesn't fit Montessori philosophy.
- Holding a level specific event instead of a school-wide event.

MPTO structure discussed. MPTO options and structures are to be researched by Austin and presented at the January meeting. Austin will confer with teachers and Mason will ask students for input on the MPTO structure.

**Directors' Report:** Darla Prescott and Austin Smigel reported. Directors' Report reviewed. Jocelyn Swanson, an independent consultant in Montessori studies from Williamsburg, Virginia, visited this week. The directors will use her observations in future planning and development. There was discussion on the Directors visiting model Montessori schools in the US for observations.

Also, an AMS Board Member and the Interim Director of Sterling Montessori, Frank Brainard, came to visit WMPCS. Discussions included the struggles with implementation of Montessori with fidelity in charter schools. Sterling Montessori has 800 K-8 students with another 800 on the waitlist.

Iowa Testing has been administered and Austin and Darla have reviewed the results. Gains were made in most classrooms compared to last year's data and patterns between EOG and Iowa results are developing. Teachers and parents have received student results.

Austin will be presenting a revised budget in January with a surplus amount to be discussed. Austin also reported that an application for the Board Seat has been received from a former student, Joseph Knox.

Darla reported that Behavior Notices have had a slight decrease and Suspensions are down from 52 to 14 compared to this time last year. Before and After School Care (BASC) has made improvements this year.

<p><b>Discussion Items</b></p>	<p><b>Update on Upcoming Elections:</b> Lisa Lawless will receive the Board seat application from Austin. Discussion will be held at the next meeting.</p> <p><b>Director’s Update on Facilities Expansion:</b> Austin reported that he has requested a bid from another local contractor and would like to receive it before moving forward with Stocks and Taylor. If another bid is not received he confirmed the direction to accept Stocks and Taylors bid.</p> <p><b>Chair, Review of Bylaws:</b> Bylaws document discussed. A Google docs version has been created for Board collaboration. Discussion held on the number of Board members needed and whether or not to have a vice-chair position etc. Various sections discussed. A draft of the edits will be assembled for a charter school attorney to review. Austin will get bids from a couple of attorneys to get the final edits reviewed and vetted.</p>	<p>See handout</p>
<p><b>Action Items</b></p>	<p><b>Approve minutes 10-19-2017:</b> October 19, 2017 minutes reviewed. Edits made:</p> <ul style="list-style-type: none"> <li>• Corrected first motion. Motion was made by Christy Walcott and 2nd by Charlie Smith.</li> <li>• Under Discussion items, Lisa stated that it should say concentrating on the number of “self-perpetuating” seats instead of “community-elected” seats.</li> <li>• Under MPTO report, added information was relayed on behalf of the MPTO by Austin Smigel.</li> <li>• Under Public Comments, change the word “written” to “included” in the conversation about salary increases.</li> </ul> <p><b>MOTION: Christy Walcott made motion to accept the October 19, 2017 minutes as amended. Charlie Smith 2<sup>nd</sup>. All in favor. Motion carried.</b></p>	
<p><b>New Business</b></p>	<p>None.</p>	
<p><b>Public Comments</b></p>	<p>None.</p>	
<p><b>Closed Session</b></p>	<p><b>MOTION: At 8:27 p.m., Charlie Smith made motion to enter closed session pursuant to NCGS 143-318.11(a) (5); 143-318.11(a) (6) for confidential and personnel matters. Rick Yakubowski 2<sup>nd</sup>. All in favor. Motion carried.</b></p>	
<p><b>Return to Open Session and Adjournment</b></p>	<p><b>MOTION: At 8:58 p.m., Charlie Smith moved to enter Open Session. Rick Yakubowski 2<sup>nd</sup>. All in favor. Motion carried.</b></p> <p><b>Additional report made by Austin Smigel: Admin notifying BoT that they are amending training budget by approximately \$4000.</b></p>	

	<b>MOTION: At 9:01 p.m., Christy Walcott moved to adjourn. Charlie Smith 2<sup>nd</sup>. All in favor. Motion carried.</b>	
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These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the January 18, 2017 Board meeting.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Lisa Lawless, BoT Chair, WMPCS, Inc.

### **BoT Action Items**

<b>Action or Concern</b>	<b>Who will complete</b>	<b>Timeframe</b>	<b>Reference</b>
Track graduation rates and college paths of former students	Darla and Austin	Ongoing	Management reports 5/18/2017
Review the current By-laws regarding number of members	All Board members	November Board Meeting	Discussion Items 10/19/2017
Gathering input from Teachers and Students regarding the MPTO structure.	Austin - Teacher input Mason - Students input	January Board Meeting	Community Reports MPTO 11/16/2017
Bids from attorneys to review revised/edited Bylaws and creation of a Organizational Foundation to house the schools facilities.	Austin Smigel	January Board Meeting	Discussion Items 11/16/2017