

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes - Final

Date: April 19, 2018

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 X Jessica Adams, Faculty Representative Stephanie Grimes, MPTO Representative 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)
Call to Order	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
Agenda	Agenda reviewed. MOTION: Charlie Smith made motion to accept the agenda as presented. Rick Yakubowski 2nd. All in favor. Motion carried.	
Privilege of the Floor	None.	Sign In Sheet
Community Reports	<p>MPTO Report: No representative present. No report given.</p> <p>Faculty Report: Jessica Adams reported. Teachers are preparing for Kidsfest. Large field trips are upcoming for 6th grade and Secondary I and II. When students cannot attend the field trip alternate learning activities are planned. Secondary I has a farm school planned and Secondary II has some day trips planned for students who cannot attend the week long field trips.</p> <p>Student Gov't Report: Mason Smigel absent. Austin Smigel reported. Lockdown drill was held today. High School students would like for it to be held quarterly. There have been discussions regarding having a prom/end of year dance for this year. Graduation is planned for June 7th and students are excited about it. Art auction raised \$1,000 and was well attended.</p>	

<p>Management Report</p>	<p>Directors' Report: Darla Prescott and Austin Smigel reported.</p> <ul style="list-style-type: none"> ● Staff position is available for middle school. Currently there is a long term sub in the position. ● MTSS (Multi-Tier System of Support) discussed. The team has completed another 40 hour module this year. This training is offered by the State and completed online through Moodle and Live Binder. ● A lockdown drill was held today. All levels participated except for Children's House. The drill went as planned and the teachers and children knew what to expect. We notified parents of the drill immediately after it was over via the Alert Now system and a letter went home with all students at the end of the day. Discussion held. ● Graduation is nearing. Becky Taylor will be the keynote speaker. She is a member of the State Board of Education and advocate of our school. This will be a 150-200 person event. Gowns will be purchased by the school. Ceremony will be held on campus with a reception. WMPCS will fund the reception. There are 3 graduates this year. ● Administration has taken over collecting for the Secondary I field trip to Nantahala, NC. Admin staff made calls to parents today to inform them of balances due. High School has raised \$12,000 in fundraising that will be used to offset the cost of the Secondary II field trip to Savannah, GA or credited to students for the alternative activities planned for that week. Discussion held. ● Tomorrow, 41 Secondary II students will attend a Career Fair/STEM program. This is funded by an Ameri-Corp grant through ECU. 	
<p>Discussion Items</p>	<p>Update on Upcoming Elections: Lisa Lawless didn't have anything to report at this time. Austin Smigel reported. The deadline for Community Election is tomorrow, April 20th. Four applications have been received so far. Candidates will speak at the Community Meeting next Thursday, May 26th. Election will occur soon afterwards with ballots being sent home to the school community. Historically, there are two ballots per family.</p> <p>Director's Update on Facilities Expansion: Austin reported. He has held a parent ed and a meeting with the Children's House staff to review plans. Surveyors were out today. He is researching banking options at this time.</p>	
<p>Action Items</p>	<p>Approve minutes 3-15-2018: Minutes reviewed. Under Action Items, remove "Follow-up on School Improvement Team" and "Bids from attorneys to review revised/edited Bylaws". Both items are complete. On page 4 in the top motion correct the spelling of Christy's name and add her last name.</p> <p>MOTION: Christy Walcott made motion to accept the March 15, 2018 minutes as amended. Charlie Smith 2nd. Motion carried.</p>	<p>See budget handout.</p>

New Business	Nothing added at this time. Board will meet in June and August but will not meet in July.	
Public Comments	None.	
Closed Session	MOTION: At 7:40 p.m., Christy Walcott 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 2nd. All in favor. Motion carried. Chair called for a 5 minute break.	
Return to Open Session and Adjournment	MOTION: At 10:18pm, Charlie Smith moved to enter Open Session. Rick Yakubowski 2nd. All in favor. Motion accepted. MOTION: At 10:18pm, Charlie Smith moved to adjourn. Rick Yakubowski 2nd. All in favor. Motion carried.	

These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the May 17, 2018 Board meeting.

Accepted by: _____ Date: _____
Lisa Lawless, 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
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 New Business 3/15/2018
Plan to track graduation rates and college paths of former students	Darla and Austin	September Board Meeting	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