

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes - Final

Date: September 20, 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 Christy Walcott, Chair X Rick Yakubowski, Treasurer X Lee Anne Sorto, Secretary Lisa Lawless, Member X Charles Smith, Member	X Darla Prescott, Directress of Education and Academics X Austin Smigel, Director of Administration and Finance Austin Andrews, Faculty Representative Stephanie Grimes, MPTO Representative 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	Christy Walcott, Chair called meeting to order at 7:05 p.m. Members were present as represented by "X" mark above. Charlie Smith read the mission statement.	Member Sign In Sheet
Agenda	Agenda reviewed. Darla added "Beginning Teacher Plan" under action items. Austin added "Salary Scale Proposal" under discussion items. MOTION: Charlie Smith made motion to accept the agenda as amended. Rick Yakubowski 2nd. All in favor. Motion carried.	
Privilege of the Floor	None.	Sign In Sheet
Community Reports	<p>MPTO Report: Austin Smigel reported. Community meeting has not been held and the MPTO meeting was canceled. The first Community meeting for this year is scheduled for Oct. 11th.</p> <p>Faculty Report: Austin Smigel reported. Austin Andrews has accepted the position as Faculty Representative.</p> <p>Student Gov't Report: Austin Smigel reported. Elections have not occurred due to Hurricane Florence.</p> <p>Directors' Report: Darla Prescott reported.</p> <ul style="list-style-type: none"> ● Decrease on the waitlist occurred because a 4th-grade student was added at the beginning of the year. 	

<p>Management Report</p>	<ul style="list-style-type: none"> ● All teaching positions are filled. ● Our reading specialist has assessed all 1st -4th years The data will be used to assist students who are in need of additional instruction. ● Work study students from BCCC are working with us again this year. This is free to us. WMPCS does background checks on all work study students. ● EC services discussed. Some new students came in with IEP's already in place. <p>Austin reported:</p> <ul style="list-style-type: none"> ● He attended the Charter School Advisory Board meeting this month. Discussion held. ● Discussion held on the new organizational structure and changes in staffing at DPI. ● Charter School Advisory Board meetings are held in Raleigh monthly. Austin is planning to attend some of the meetings. 	
<p>Discussion Items</p>	<p>Chair, Update on upcoming elections: Lisa Lawless' Community Elected seat is up for election. Austin has contacted members of the former election committee. Two have agreed to serve again.</p> <p>Directors Update on Facilities Expansion: Austin reported. Waiting to receive our audit results. After the audit is received we will start to look for funding in more detail. The plans are expected to be completed by the next meeting. After they are completed we will be able to also get a better idea for final financing.</p> <p>Reporting of School Grade: Austin reported. The State has issued our overall school grade of a "C". Reading is a "B" and Math is a "C". Discussion held. Austin will report the data in comparison to the surrounding counties at a future BoT meeting.</p> <p>Discussion of Day School eligibility: Discussion held regarding the past history with enrollment in the Day School and the laws that prevent Day School students from guaranteed enrollment in the Charter School. There are 45 Kindergarteners and 12 Day School students this year. The Day School currently only accepts siblings for charter school students and faculty children because they are very likely to be accepted since they receive staff and sibling preference status. A lot of time is invested in the 3 and 4 year old program. There is an application process and the day school is filled each year with a waitlist. Current policy has worked well. Board decided not to make a motion to change the Day School policy.</p> <p>Discussion held regarding the school policy on closing/delaying for inclement weather. Currently, WMPCS follows the decisions made by Beaufort County school district. Austin asked for discretion in</p>	

	<p>whether or not to follow Beaufort County’s closing. Discussion held. Board asked that parents be informed of the change. See Austin’s revised motion.</p> <p>MOTION: Lee Anne Sorto made motion to approve the following change to the School Handbook: “While WMPCS generally follows BCS for school closure, there are times in which the school reserves the right to open or close in order to serve the needs of our families and students.” Charlie Smith 2nd. All in favor. Motion carried.</p> <p>Austin would also like to adopt the Secondary student handbook definition of plagiarism for the Parent Handbook.</p> <p>MOTION: Lee Anne Sorto made motion to approve the modification to the Student/Parent Handbook to replicate the nuances of the Secondary Parent Handbook regarding plagiarism. Charlie Smith 2nd. All in favor. Motion carried.</p> <p>Beginning Teacher Plan Revisions: Darla reported. Discussed the submitted changes including a policy number, some updated terminology, and a few other changes.</p> <p>MOTION: Charlie Smith made motion to approve changes to the Beginning Teacher Plan. Lee Anne Sorto 2nd. All in favor. Motion carried.</p> <p>Salary Scale: Austin reported and shared a powerpoint. Current employee benefits are comparable to other public schools in the Southeast region. We do not offer a pension plan but do offer a 401k plan. The other benefits are comparable or higher. The WMPCS teacher training package covers more costs than other schools. Austin shared a possible 5-year increment scale. The scale separate non-Montessori trained guides and trained Montessori guides. It also includes a stipend for having an NC Teacher’s License. Additional licenses would not produce additional salary adjustments. Discussion held. Austin will add a 15+ year level. The Board will consider the scale and will revisit it next month.</p>	
Action Items	<p>Approve minutes 8-15-2018: Minutes reviewed. Remove Action Item regarding by-laws.</p> <p>MOTION: Rick Yakubowski made a motion to accept the August 15, 2018 minutes as amended. Charlie Smith 2nd. All in favor. Motion carried.</p>	See minutes handout.
New Business	Nothing added at this time.	

Public Comments	None.	
Closed Session	MOTION: At 8 :28 p.m., Charlie Smith made a motion to enter closed session pursuant to NCGS 143-318.11(a) (5); 143-318.11(a) (6) for confidential and personnel matters. Lee Anne Sorto 2nd. All in favor. Motion carried.	
Return to Open Session and Adjournment	MOTION: At: 9:02 p.m., Charlie Smith made a motion to enter Open Session. Lee Ann Sorto 2nd. All in favor. Motion carried. MOTION: At: 9:03 p.m., Charlie Smith made a motion to adjourn. Lee Anne Sorto 2nd. All in favor. Motion carried.	

These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the October 18, 2018 Board meeting.

Accepted by: _____ Date: _____
Christy Walcott, BoT Chair, WMPCS, Inc.

BoT Action Items

Action or Concern	Who will complete	Timeframe	Reference
Goals and tracking of outcomes for student success and faculty advancement.	Austin and Darla	May Board Meeting	Board Retreat Minutes 04/21/2018
New Salary Scale revisions	Austin	By the October Meeting	Discussion Items and New Business 06/21/2018 and 9/20/2018
School Grade - comparison to surrounding areas	Austin	At a future Board meeting	Discussion Items - 09/20/2018