

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes - Draft for Review

Date: October 18, 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 X Lisa Lawless, Member X Charles Smith, Member	X Darla Prescott, Directress of Education and Academics Austin Smigel, Director of Administration and Finance X 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 a 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: Lisa Lawless made a motion to accept the agenda as amended. Charlie Smith 2nd. All in favor. Motion carried.	
Privilege of the Floor	None.	Sign In Sheet
Community Reports Management Reports	<p>MPTO Report: Darla Prescott reported. The Community meeting has not been held yet due to school inclement weather days but will be rescheduled.</p> <p>Faculty Report: Austin Andrews reported. Austin asked for direction on what the Board would like for her to report. Discussion held. There are no concerns from the faculty at this time. Hurricane/inclement weather days and delays have caused disruptions in the classrooms but everyone is getting back on track quickly. New teachers in the 9-12 level have been great additions to the teaching staff. New teachers without teaching experience are being mentored by Montessori trained staff.</p>	

	<p>Student Gov't Report: Darla Prescott reported that the election has not occurred yet due to weather days and delays. Unity trip was re-planned to a new location due to hurricane damage at the original venue. Students have planned the trip to go to Columbia, NC and camp at the end of this month.</p> <p>Directors' Report: Austin is absent and out of town at the Charter School Leadership Conference. Darla Prescott reported.</p> <ul style="list-style-type: none"> ● The layout of the Director's Report discussed. ● One student has withdrawn to return to traditional school. ● Eighteen staff members have signed up for "You Can Teach it All" online training. This course lasts 45 hours over 7 weeks. ● Professional Development for the Directors discussed. Austin is scheduled to visit Community Montessori in Indiana which is a public charter school with approximately twice the number of Secondary students as WMPCS. ● Directors are currently looking for a nationally normed test for Secondary II that would cover all course content in the high school to ensure our rigor is consistent with college expectations. ● Secondary II Career Fair was a success. Interest in careers varied including military, arts, medical, civil service etc. ● Draft Audit was presented to be discussed later in the meeting. ● A discussion was held regarding a new Administrative position. The Board has already approved this position. ● Sidewalk lighting project is underway to add lighting at the walkway level. ● Salary scale discussed. Austin submitted a revised scale to the Board with a 15-year level added. Discussion held. The topic was tabled to the November meeting. 	
<p>Discussion Items</p>	<p>Chair, Update on upcoming elections: The Election Committee has announced the position is open for candidates. The deadline will be extended so the seat can be discussed at the upcoming Community Meeting. A blanket invitation can be offered to all candidates to attend the November meeting so they can experience a Board Meeting prior to elections.</p> <p>Directors Update on Facilities Expansion: Darla reported. Austin included a statement in the Director's Report under "Finance" regarding \$200,000 of funding to be used for the downpayment on the Secondary I Building.</p> <p>School Audit 2017: A couple of draft copies were available for the members to view. Discussion held.</p> <p>MOTION: Rick Yakubowski made a motion to accept the audit as presented. Charlie Smith 2nd. All in favor. Motion carried.</p>	

	Monitoring Visit for BTSP (Beginning Teacher Plan): Darla reported. WMPCS is on a 5-year monitoring plan. DPI will send a team to conduct the onsite visit later this month. Beginning Teachers are college graduates with a NC beginner license or a college graduate pursuing the teaching practice through lateral entry. The lateral entry process is being replaced with a residency plan after June 30, 2019. Specifics of the residency plan have not been confirmed.	
Action Items	Approve minutes 9-20-2018: Minutes reviewed. MOTION: Lee Anne Sorto made motion to accept the September 20, 2018 minutes as presented. Charlie Smith 2nd. Lisa Lawless abstained (absent at last meeting). All others in favor. Motion carried.	See minutes handout.
New Business	<ul style="list-style-type: none"> ● Salary scale tabled to November meeting for discussion. ● Board Training to be revisited and discussed. ● Preliminary scheduling and initial outline of the Board Retreat in April. ● Update on attorney progress on the Policy Handbook. 	
Public Comments	None.	
Closed Session	MOTION: At 7:41 p.m., Lisa Lawless 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. Charlie Smith 2nd. All in favor. Motion carried.	
Return to Open Session and Adjournment	MOTION: At 8:38 p.m., Charlie Smith made a motion to enter Open Session. Rick Yakubowski 2nd. All in favor. Motion carried. MOTION: Charlie Smith made a motion that the Board matches the NCDPI Principal Bonus that was awarded this year. Lisa Lawless 2nd. All in favor. MOTION: At 8:39 p.m., Charlie Smith made a motion to adjourn. Lisa Lawless 2nd. All in favor. Motion carried.	

These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the November 15, 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 - Data comparison to surrounding areas	Austin	At a future Board Meeting	Discussion Item - 9/20/2018