

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes

Date: November 15, 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)
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 X 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	Charlie called the meeting to order at 7:04 p.m. in Christy's absence. Members were present as represented by "X" mark above. Lisa Lawless read the mission statement.	Member Sign In Sheet
Agenda	Agenda reviewed. MOTION: Rick Yakubowski made a motion to accept the agenda as amended. Lisa Lawless 2nd. All in favor. Motion carried.	
Privilege of the Floor	None.	Sign In Sheet
Community Reports	MPTO Report: Austin Smigel reported. MPTO is currently taking orders for a long sleeve t-shirt. At the 11-29 Community Meeting, MPTO will be discussed. Faculty Report: Austin Andrews reported. Austin A. received a request regarding the new salary scale. She reported service learning projects for the levels.	
Management Reports	Student Gov't Report: Austin Smigel reported. TBD. Discussion held on the SGA officers and formation of the student government. Board Report: Charlie presented Lisa Lawless with a gift as a thank you for her service to the school over the last 8 years. Members of the Board expressed their gratitude for her years of service. When	

	<p>Lisa joined the board the school had 250 students and since that time has grown by level to 450 students. Additionally, the school has completed numerous campus improvements as well as the addition of two large-scale building projects.</p> <p>Directors' Report: Darla Prescott and Austin Smigel reported.</p> <ul style="list-style-type: none"> ● Lottery Applications to date: currently 40 applications for January lottery ● Austin held a salary scale meeting with staff to answer questions and explain the rationale for changing the salary scale. ● Community Montessori Visit. Austin reported that he has presented to the staff as well as the high school students about the visit. During the Meeting Austin briefly discussed the role of advisors; use of grace and courtesy throughout Secondary II; accountability of all staff to all students; see action item. ● Charter School Leadership Conference: NC is targeting to add at least 30 charter schools this year working towards 10% of the NC student population. 	
<p>Discussion Items</p>	<p>Directors Update on Facilities Expansion: Secondary I renderings updated; adding another bay of parking; \$200,000 down payment and possible financing with Select Bank.</p> <p>Salary Scale: Discussion held. Any adjustments will be retroactive to the beginning of the school year.</p> <p>Beginning Teacher Plan Audit Visit (BTP): DPI Monitoring 5 Year Visit: Darla shared a copy of the audit with the Board.</p>	
<p>Action Items</p>	<p>Approve the 2018-19 Budget adjustments.</p> <p>MOTION: Rick Yakubowski made a motion to approve the 2018-19 budget adjustments. Lisa Lawless 2nd. All in favor. Motion carried.</p> <p>Approve the salary scale.</p> <p>MOTION: Lisa Lawless made a motion to approve the salary scale as written. Lee Anne Sorto 2nd. All in favor. Motion carried.</p> <p>Approve minutes 10-18-2018: Minutes reviewed.</p> <p>MOTION: Lisa Lawless made a motion to accept the October 18, 2018 minutes as presented. Rick Yakubowski 2nd. All in favor. Motion carried.</p>	<p>See minutes handout.</p>
<p>New Business</p>	<p>Discussion held regarding the timeline to have a new set of policies for the school that have been drafted by the attorneys.</p>	

	May 4th was discussed as a date for the Spring Retreat. Agenda and action plans will be discussed at the February meeting and finalized by the March meeting.	
Public Comments	None.	
Closed Session	MOTION: At 8:38 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. Rick Yakubowski 2nd. All in favor. Motion carried.	
Return to Open Session and Adjournment	MOTION: At 9:09 p.m., Lisa Lawless made a motion to enter Open Session Lee Anne Sorto 2nd. All in favor. Motion carried. MOTION: At 9:09: p.m., Lisa Lawless made a motion to adjourn. Rick Yakubowski 2nd. All in favor. Motion carried.	

These minutes recorded and respectfully submitted by Austin Smigel and Darla Prescott, for approval at the January 17, 2019 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
School Grade - Data comparison to surrounding areas	Austin	At a future Board Meeting	Discussion Item - 9/20/2018
Community Montessori Visit: Things learned that are to be implemented at WMPCS	Austin	At a future Board Meeting	Discussion Item 11-15-18