

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes - Final

Date: February 21, 2019
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 Charles Smith, Member X Jamie Midgette, Member	X Darla Prescott, Directress of Education and Academics X Austin Smigel, Director of Administration and Finance X Austin Andrews, Faculty Representative MPTO Representative SGA Representative

Acronyms Used: Board of Trustees (BoT), Montessori Parent Teacher Organization (MPTO)

Open Session

Item	Responsibility and Basis	Reference (on File)
Call to Order	Christy Walcott called the meeting to order at 7:04 p.m. Members were present as represented by "X" mark above. Jamie Midgette read the mission statement.	Member Sign In Sheet
Agenda	Agenda reviewed. Added to the discussion items the Board Retreat date and revisit the Board Training discussion from the last meeting. MOTION: Charlie Smith made a 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: Teresa DeLeon sent a report to Austin but was not able to be present. The Community Cookout is being coordinated by MPTO. Faculty polling is still ongoing.</p> <p>Faculty Report: Austin Andrews reported. Children's House project on February 14th at St. John's Housing went very well; the children sang songs and gave handmade valentines cards and bookmarks to the residents. This year, with the help of the school community and MPTO, they were also able to give necessity baskets with household and hygiene supplies to each of the 37 residents.</p> <p>18 teachers are completing the "You Can Teach It All" Montessori training. This training helps with the scope and sequence of lessons.</p> <p>Student Gov't Report: Austin Smigel reported. No student representative yet. The process is on-going at the high school level.</p>	

<p>Management Reports</p>	<p>Directors' Report: Darla Prescott and Austin Smigel reported.</p> <ul style="list-style-type: none"> ● Austin Smigel, Darla Prescott, and Amy Smigel will complete Secondary II training soon. ● MPTO shared Valentine's goodies with all the staff. ● Other staff members who were not able to participate this time may be able to enroll in future "You Can Teach it All" modules. Only 4 or 5 staff members still need to complete the series. ● MTSS discussed. Implementation has taken 2 years but is now linked to the child study and adolescent study. A sub is allocated one afternoon a week to each 9-12 classroom for additional planning time and data/intervention review. ● Austin reported the Children's House smell was a possum that had died under the building and has now been removed. ● NC State voter ID law will allow our staff to use staff badges next year. Austin has submitted the necessary paperwork. ● NCHSA (North Carolina Association of High School Athletics) discussed. Austin has reached out to join and hopes with the help of Coach Pake we can complete the process. 	
<p>Discussion Items</p>	<p>Board Retreat Date: Discussion held. Instead of a formal retreat, training will be handled by each member individually and discussed at regular board meetings.</p> <p>Board Training topics: NC Education has an online Moodle training. Austin will look for the link and email it out to the Board members. These are self-directed online classes to be done individually. Montessori board training options and observations of WMPCS classrooms discussed.</p> <p>Montessori board training will consist of an administrative level meeting with the directors. Austin will cover finance and operations and Darla will cover pedagogy. This will be accompanied with one-hour observations in every level starting at Children's House through Secondary II focusing on morning work cycle. Observation chairs are located in every classroom with guidelines. Moodle online training at the state level will be completed next.</p> <p>Rick and Christy's terms will be ending in Dec. 2019. Therefore, a new treasurer and chair will be needed within a year. New members have until June to complete all training.</p> <p>Secondary I Building Financing Update: Austin met with the bankers and hopes to have a preliminary commitment letter in March 2019 with a final letter in April. Stocks and Taylor could possibly start the project by the end of April if everything progresses smoothly. Entrance into the construction site discussed.</p>	

	<p>Handbook Changes: Austin reported. Field trips are not mandatory are but are an integral part of our curriculum. Wording changed to:</p> <p><i>“Travel: School outings are not optional and but are integral to the development of the whole person. Field experiences are provided in connection with academic studies. Travel experiences allow our learners to explore the world in preparation for becoming global citizens. If a student is unable to attend a trip there will be a continuation of their classes. Travel experiences have an academic component to them.”</i></p> <p>Discussion held. Grades discussed and how they are linked to sports participation. Discussion held. This policy primarily affects Secondary I. Wording changed as follows:</p> <p><i>“Participation on the school's sports teams or intramural activities is a privilege. If a Secondary I student has a cumulative average below 70, or is failing any course grade below a 60 at the quarter marking period, they will not be able to participate on the team or in the activity for the remainder of the grading period. “</i></p> <p>MOTION: Charlie Smith made a motion to authorize the changes to the Parent Handbook. Lee Anne Sorto 2nd. All in favor. Motion carried.</p> <p>Policy Update: Austin asked to table to the next meeting. Board member Christy Walcott will assist in compiling the policies. Policies will then be submitted to the attorney.</p> <p>Parent Meeting (Room Transition in 9-12 Level): A parent meeting was held. Fourteen parents and one board member were in attendance.</p> <p>Darla reported regarding attendance to Parent Education sessions. Parent attendance has declined since the start of the school year. Eighty-nine staff members have prepared topics and presentation materials. March and April sessions will be held, however, only one room will be opened at each level. Changes will be made to next year’s Parent Education sessions to protect staff time.</p> <p>Darla also reported: 40 students have been participating in the art classes after school.</p>	
<p>Action Items</p>	<p>Approve minutes 1-17-2019: Minutes reviewed. Added the two final motions provided by Lee Anne Sorto. Under “Discussion Items- Board Training for the year” strike the sentence stating that each board member picked a topic.</p> <p>MOTION: Lee Anne Sorto made a motion to accept the January 17, 2019 minutes as amended. Charlie Smith 2nd. All in favor. Motion carried.</p>	<p>See minutes handout.</p>

New Business	Nothing added at this time.	
Public Comments	None.	
Closed Session	MOTION: At 8:23 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. Jamie Midgette 2nd. All in favor. Motion carried.	
Return to Open Session and Adjournment	MOTION: At 9:41 p.m., Charlie Smith made a motion to enter Open Session. Rick Yakubowski 2nd. All in favor. Motion carried. MOTION: At 9:42 p.m., Rick Yakubowski made a motion to adjourn. Jamie Midgette 2nd. All in favor. Motion carried.	

These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the March 21, 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
Creating a timetable and rules for specific skill sets that are needed for Board members and their terms.	The Board	Revisit at Retreat or May meeting	Discussion Item 1-17-2019
Ideas for a Montessori overview Board Training	Austin and Darla	February Meeting	Discussion Item 1-17-2019