

Washington Montessori, Inc. Board of Trustees

Regular Meeting Minutes - Final

Date: May 16, 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 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), Head of School (HoS), 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 7:02 p.m. Members were present as represented by "X" mark above. Christy Walcott read the mission statement.	Member Sign In Sheet
Agenda	Agenda reviewed. Charlie Smith added "Board Committees for Next Year" to Discussion Items. MOTION: Jamie Midgette 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	<p>MPTO Report: Austin Smigel reported. Teacher Appreciation week was very successful and MPTO is now working on Field Day.</p> <p>Faculty Report: Austin Andrews reported. KidsFest is tomorrow and everyone is preparing the classrooms. Students will visit other classrooms during the day tomorrow. Field trips include:</p> <ul style="list-style-type: none"> ● Secondary I went to DC ● 9th and 10th years to Philadelphia. ● 6th years are going to Camp Don Lee next week Mon-Wed. ● Children's House delivered Easter Baskets to St. John's housing. <p>Three Secondary I students participated in the State History Competition. Two placed and will now go to the National History Competition in College Park, Maryland June 8th-13th.</p>	

<p>Management Reports</p>	<p>Austin Andrews had one faculty concern to bring to the Board regarding the possibility of pay raises for next school year. The Board did not have a response at this time.</p> <p>Student Gov't Report: No representative present.</p> <p>Directors' Report: Darla Prescott reported:</p> <ul style="list-style-type: none"> ● Benchmark testing has finished. ● End of the year traveling and field trips are occurring ● Preparation for graduation is underway. <p>Austin reported:</p> <ul style="list-style-type: none"> ● WMPCS will be listed as non-compliant for three things per the Office of Charter Schools. He has been in contact with them. This is for last year and we should not worry about it or contest it since we have documentation that proves we are compliant. ● Staff concern about raises was addressed. Salaries are privately discussed at the time contracts are discussed. When funding is released in the Fall, possible raises can be revisited. WMPCS will not be able to offer bonuses this year due to legal costs incurred this year. The "Years of Service" pay scale that was approved by the Board started last year and is in the 2nd year of implementation. 	
<p>Discussion Items</p>	<p>Secondary I Building Financing Update: Austin reported. Five-year historic and future audit has been reviewed. He asked for the down payment for the Secondary I Building to be approved by the Board.</p> <p>Teacher Turnover Presentation: Austin reported. A presentation was sent earlier to the Board members for review. The data shows the attrition rate has remained consistent and is under the average for traditional and private schools. School grades were not affected by teacher turnover. WMPCs has consistently been a C school. Board asked if there were ways to be better at reducing turnover. Discussion held. The Board requested this data be shared with the teachers and the school community.</p> <p>Policy Update: Austin reported. Sharon has compiled some of the policies in Google Drive. It is an ongoing process to be completed in the summer. The Board will revisit at the June meeting.</p> <p>Committees for Next Year: Charlie asked to have committees formed primarily a finance committee. The Board would create the Committee would have one Board member on it with a couple of community members. This could be an advisory committee that could weigh in on various dynamics and would report back to the Board. Discussion held. Austin will gather some examples of committees to share with the Board at the next meeting.</p> <p>Secondary Program Update: Austin reported that the Secondary II program is 5 years old. We will be changing the structure to</p>	

	<p>model the Montessori aspect similar to the lower levels. Jocelyn Swenson will be aiding in the restructuring. Themes will be in place as well as work time. Changes will be in Secondary I and II. Secondary II changes could possibly lead to early graduations.</p>	
Action Items	<p>Approve minutes 3-21-2019 and 4-18-2019: Minutes reviewed.</p> <p>MOTION: Charlie Smith made a motion to accept March 21, 2019 minutes as presented. Rick Yakubowski 2nd. All in favor. Motion carried.</p> <p>MOTION: Charlie Smith made a motion to accept April 18, 2019 minutes as presented. Rick Yakubowski 2nd. All in favor. Motion carried.</p> <p>MOTION: Rick Yakubowski made a motion to build a metal workshop and storage facility behind Children’s House. Charlie Smith 2nd. All in favor. Motion carried.</p> <p>MOTION: Charlie Smith made a motion for the Board to authorize site work up to \$150,000 from our budget for Secondary I building which will fulfill our down payment obligation for the loan. Rick Yakubowski 2nd. All in favor. Motion carried.</p>	See minutes handout.
New Business	Nothing added at this time.	
Public Comments	None.	
Closed Session	MOTION: At 7:57 p.m., Jamie 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 2nd. All in favor. Motion carried.	
Return to Open Session and Adjournment	<p>MOTION: At 9:43 p.m., Jamie Midgette made a motion to enter Open Session. Charlie Smith 2nd. All in favor. Motion carried.</p> <p>MOTION: At 9:43 p.m., Jamie Midgette made a motion to adjourn. Rick Yakubowski 2nd. All in favor. Motion carried.</p>	

These minutes recorded and respectfully submitted by Sharon Main, Clerk to the Board, for approval at the June 20, 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