

**Montessori de Santa Cruz Charter School**  
**Board Minutes**  
**Location: 2221 E. Frontage Road, Bldg J, Tubac, AZ 85646**  
**Date: July 18, 2014**  
**Time: 12:00 pm**

Board Members Present: Todd Harrison, Julie Grounds, and Celeste Wisdom

Board Member Absent: Laurinda Oswald

Others in Attendance: Susan Weckwerth and Rori Wailes

### **Curriculum Status**

Todd reiterated that the Board would like to see the curriculum, and reminded everyone that Leah said she would work on it upon her return to school. Rori reported that she downloaded the AZ Standards to Montessori Records Xpress (MRX), that the MdSC Excel Data spreadsheet can be added to MRX, and that she has scheduled a training session for faculty with Adam on Friday, July 25, 2014. Rori wants MRX ready to go the first day back to school. Susan inquired what kind of reports, charts, and graphs could be created from MRX if the MdSC Excel Data spreadsheet is added as certain print outs may be needed in future documents to the state as they have been in the past. Rori said she would have to find out from Adam which print outs would be possible.

### **Classroom Aide**

Rori stated that there will be an Aide interview at 2:00 p.m. on Tuesday, July 22. Celeste mentioned to include the Aide discussion to the retreat agenda on Monday, July 21. Todd said he would add this item to the agenda for discussion.

### **Administrative Assistant**

Rori reported that she is getting inquiries, but the candidates have not yet completed all the necessary paperwork. Rori will review the past applicant file for any prospective candidates. Advertisements are on Craigslist, Green Valley News, AZ Department of Education website, and the MdSC website. It was mentioned to place an ad in the Sahuarita Sun. Julie suggested changing a word or two on the Craigslist ad to keep it a current post, and Celeste asked Rori to send her all the advertisement links so that she can link them on Facebook. Julie mentioned that she would contact a former employee who she thought would be perfect for the position to see if he is still available.

### **Palmer Grant**

Celeste reported that Elizabeth has been out of town and upon her return on Tuesday, will get in touch with Celeste. Rori will send the Board current scholarship needs. Discussion of the need for a general scholarship fund took place. Susan added that she has already posted a link to "The Scholarship Fund" on the MdSC website under the "Community" drop down menu of "Support Our School"; she is still developing the links under this.

### **Staff / Faculty / Board Retreat**

Todd stated that he had sent out the agenda to everyone. Even though the agenda is long, the Board stated the main focus is setting high standards and expectations for the school year.

### **Special Education Consultant and Speech Therapist Consultant**

Rori reported that our SPED Compliance Consultant, Karol Basel, has brought in Caitlyn Gonzalez and Kristen Conyer. If hired, Caitlyn would be the SPED/504 Director/Teacher Consultant on a monthly/as needed basis, and Kristen would be the Speech-Language Pathologist on a weekly/as needed basis. Susan reported that Karol is scheduled to be at MdSC at 1:00 p.m. on Thursday, August 1 to give the FERPA & Confidentiality/SPED, IEP, MET, 504 Process/Mandatory Child Find yearly in-service to teachers as well as to speak with the teachers about student concerns. The Board continued with discussion of hiring practices to include the interview process. Todd suggested everyone review all the candidates and report back.

### **Facility review**

Rori reported that on Saturday, July 19, new carpet will be installed in Upper Elementary. She also mentioned that new windows are being donated and installed in the school before the first day of school. Todd mentioned that he will be discussing with the school's lease holder the money we are spending on improvements to help barter the cost of the lease. Julie's painter barter as well, and she offered to have him paint the school doors. Rori mentioned that screen doors might be added to the school; however, Susan and Celeste mentioned that the AZ Department of Education school security codes/guidelines would need to be reviewed to see if screen doors meet the necessary requirements of a safe and secure school.

### **Health Insurance - review**

Rori stated that the July 1, 2014 annual health insurance enrollments took place. She also notified the Board that it needs to adopt a new health insurance policy dictated by Obamacare, and additionally the rates have increased, include Pediatric dental, and eligibility will be the first of the month following sixty (60) days of employment. Discussion ensued about health coverage of a full time status employee. Rori will look closer at those requirements and report back to the Board.

### **Start of School preparation**

Discussion centered on volunteers needed to rake gravel on the playground and weed around the campus. Susan reported that she had already reached out to Parent Volunteer Coordinator, Christina Romero, to organize a group of volunteers. Rori reported that Guillermo and Aurelia will take care of the weeds around the perimeter of the school building, fence, and out in front of the building. Todd is going to follow up with John to grade the parking lot and parking lot entrance.

### **Adjourn**

Todd motioned to adjourn the meeting at 1:40 p.m. Julie seconded the motion. Motion carried.

Minutes submitted by Susan Weckwerth.