

Montessori de Santa Cruz Charter
School Board Meeting
October 7, 2014 at 3:30 p.m.
18 Calle Baca, Tubac, AZ

Board Members Present: Todd Harrison, Celeste Wisdom

Board Members Absent: Laurinda Oswald and Julie Grounds

Others in Attendance: Susan Weckwerth, Leah Karam, Kim Langhorst, Lee Stevenson, and Rori Wailes

Call to the Public

Todd signed in on the call to the public to discuss a leadership team made up of one member each: a Board member that is not a parent, an administrator, a teacher, and a parent. Lee explained that this idea would create a better working situation between the staff and the Board that keeps the main focus on the kids. Lee suggested taking action on this sooner than later.

MdSC Positive Statement

Susan is able to better accomplish her tasks now that Kim is on board and helping out in the office. ☺
Celeste's son was very excited to get to school to work on the rocket project.

Approval of minutes for September 2 and 16, 2014

This is tabled until a quorum of the Board can meet.

Administrative and Academic Coordinator's Report

Susan reported that current enrollment is 70. She also reported on professional development, Administrative Assistant training, extra curricular student performances, volunteers, parent education, faculty and team meetings, MdSC Educator Performance Assessment System, website, facility, state reporting, and Schoolmaster/SAIS (see handout). Teachers are interested in attending the *Self-Regulation in Children "Keeping the Body, Mind & Emotions on Task in Children with Autism, ADHD or Sensory Disorders"* and the *Understanding the Gut Brain: Stress, Appetite, Digestion, and Mood*. It was decided to send one teacher to each of the seminars and that teacher will train the rest of the staff upon return. Susan also asked the board to approve a FERPA email policy that would include encrypting or password protecting student information. She will create a policy to present to the Board when it next meets in a quorum. The Board would like to implement staff evaluations this year. Susan mentioned faculty and staff would like to have a fun event with the Board members. Todd suggested everyone throw out dates and ideas for discussion.

Curriculum Coordinator's Report

As MRX is not working according to expectations, Leah presented options for switching from MRX to GradeKeeper, and presented a list of pros and cons (see handout). Discussion ensued and it was decided that Rori will request a refund from MRX, and GradeKeeper will be purchased for \$115.00.

Business Manager Consultant's Report

Rori requested approval of the Annual Financial Report Budget (see handout) by October 15. This was tabled due to a lack of quorum. Todd will create an agenda for a Board teleconference by October 15. Rori will email the budget to the Board for review. Rori provided a Profit & Loss (P&L) report (see handout). Susan requested that Rori include a Balance Sheet with her reports in future. Rori's goal to complete the Operations Manual is December. Rori would like to write off the Saralegui debt. She has attempted to collect it six times and has been unsuccessful. This is tabled until a quorum of the Board

can meet. Rori presented the Scholarship Fund and the Wish List inserts for the MdSC brochure to be placed at local businesses and to be handed out at special events. Rori has not been successful with Elizabeth Palmer, so Lee will follow up with her on the STEAM Grant and report back to the Board. Celeste requested a copy of the STEAM Grant letter to present to possible donors. Rori will email her the letter and reach out to people as well. Todd requested that he receive 5 hard copies of the letter and also receive it via email. Rori reported MdSC was awarded a STEM grant of \$1,497.00 which will be used for the Lego purchase order.

Fall Festival Parking

The parking setup cost is a risk as it is a new festival, so volunteers are needed for flagging in the parking lot November 7, 8, and 9. Susan suggested that high school students might work as flaggers as they might need community service hours. Celeste suggested creating a flier containing ads for and paid by local merchants. The fliers can be handed out as people go from the parking lot to the festival. Susan will create and disperse Friday parking permits for parents, faculty, and staff. She will also call Irma to see if faculty and staff can park in the parish parking lot.

Fundraising

Celeste is working on a comedy night. Todd will email a recap of the Board fundraising ideas to all.

Unfinished Business

Need to grade North and South parking lots and entrances. Rori will call John to grade the parking lots and to get a bid for a culvert at the north entrance to send as a proposal to the church.

Adjourn

As there was not a Board quorum present, everyone left at 4:55 p.m.

Minutes submitted by Kim Langhorst