

Montessori de Santa Cruz Charter
School Board Meeting Minutes
December 2, 2014 at 3:30 p.m.
18 Calle Baca, Tubac, AZ

Board Members: Todd Harrison, Laurinda Oswald, Celeste Wisdom, Julie Grounds, and Lee Stevenson

Others: Susan Weckwerth, Leah Karam, Kim Langhorst, and Rori Wailes

Call to the Public

Celeste signed into the call to the public to announce that she will no longer be on the School Board. This will be her last meeting as a board member. She also stated that December 17, 2014 is Community Giveback. Wisdom's will be hosting a fundraiser for MdSC.

MdSC Positive Statement

Rori stated that gravel would be coming soon 😊

Approval of minutes for 10/13/14 and 11/04/14

Todd motioned to approve the Board Meeting Minutes from 10/13/14 and 11/04/14, Laurinda seconded motion, motion carried.

Administrative and Academic Coordinator's Report

Susan requested help from the Board in regards to the permits or remodel of the Preprimary classroom to meet the requirements for DHS. Rori will check files and get them to Susan. Information for DHS is requested no later than Friday Dec. 5, 2014. Susan presented the contract for Gracy Gonzalez (see attachment), Todd motioned to approve, Lee seconded the motion, motion carried. Rori stated the estimated cost per month is \$500.00 with this contract. Susan stated that the SPED team would be conducting Karla's review. Rori was going to check to see if Suzy is listed under the SPED team. Susan requested a review on Phylis to meet requirements with DHS. Todd will get with Susan. Susan discussed interest of the SPED Aide Karla attending professional development seminars on Ipad in the classroom on Jan. 13 and AZCCRS for Special Educators on Jan. 7 & 8. Professional development has been tabled until Rori is able to check into finances. Susan discussed the progress of Facebook. Susan will be checking with DHS to be sure there are no added requirements.

Curriculum Coordinator's Report

Grade Keeper training will take place on Dec. 3 at the Faculty Meeting. Teachers are in the process of testing students now.

Business Manager Consultant's Report

Rori discussed the budget is currently \$10,000 negative. The biggest debt is payroll with \$5,000 over budget. Faculty raised estimated \$9,000 fundraising. A big contributor was parking for the Tubac Fall Festival which raised \$3,208. Rori will check on the video to see the timeframe for completion. Lee discussed different grants that were available such as the Bill and Linda Gates Foundation, USDA Rule Grant, and Title 1 grant. Lee discussed having a professional write these

grants so we are getting someone with a high success rate. Rori and Julie will contact and see who may be interested in writing grants for the school.

Business Manager Transition Date

Rori discussed working through Dec. and Jan. to be sure all is running smoothly.

Pre Primary Expenses and Letters to Parents for Funds

Rori is working on a letter to the parents requesting donations. After discussion it was decided to have the letter sent out to all parents in the school.

MdSC Financial Needs

Laurinda wants to remove Early/Aftercare. She requested that this be the first topic for discussion with the leadership team. There was discussion of alternative ways to advertise to increase enrollment, examples: only 15 seats remaining and ads with all the famous people who have attended Montessori.

Leadership Team Update

Leadership Team will meet for the first time on Dec. 4

Communication Model

Todd discussed updating the mini communication model. Finished product will be presented to the Leadership team for further discussion.

Unfinished Business

- Operations Manual
- Employee Handbook

Adjourn at 5:30 p.m. to executive meeting