

Montessori de Santa Cruz Charter
School Board Meeting Minutes
March 3, 2015 at 3:30 p.m.
18 Calle Baca, Tubac, AZ

Board Members Present: Laurinda Oswald, and Lee Stevenson

Others: Susan Weckwerth, Leah Karam, and Kim Langhorst

Call to the Public

Susan Weckwerth signed into the call to the public and asked about the school marketing video. Lee stated that he will speak with Todd to contact Karl Hoffman to check the status.

MdSC Positive Statement

Parent Social was a total success! Lee said they ran out of hot dogs and everyone had a great time. Next Social is planned for March 26, 2015.

Approval of minutes for 2/3/15

Lee motioned to approve 2/3/15 Board Minutes; Laurinda seconded the motion, Motion carried.

Administrative and Academic Coordinator's Report

- Approval of 2015/2016 School Calendar
Lee motioned to table 2015/16 School Calendar, Laurinda Seconded, motion carried.
- Approval for Upper Elementary Fieldtrip
Lee motioned to approve the Upper Elementary Fieldtrip budget \$400.00 from ECA Drama Club restricted funds, and \$1487.00 from restricted ECA. Laurinda seconded the motion, motion carried.

See handout- Discussion took place on the After School Programs Interest Survey. Susan will make a survey monkey on the internet and sent to Board for approval. Tina suggested we have it with the option for anonymous. Susan discussed a parent seeking a 2nd grade application for a child who is from Mexico. She has been looking into the regulations and funding. Susan stated with the current charter funding we would not receive any funding for a non Arizona resident. Board asked Susan to check into different options of funding through donations, etc.

Curriculum Coordinator's Report

Things are moving along with Grade Keeper and they are learning better ways to improve for next year.

Business Report

- Financials Handout
- Office/Janitorial Budget 2015/2016
- Cactus Service Contract
- Credit Card Processer Square

The Board discussed switching to the second Tuesday of the month to receive current financials for analysis. Kim and Lori will research the following financial questions and email responses: Susan would like to know what the Postal charges are for, UE supply fee \$2169.71, music payroll of \$197.50? Kim presented the Office/ Janitorial Budget for 2015/2016- see handout, Lee motioned to approve, Laurinda Seconded the motion, motion carried. Kim will check into how Aurelia is coded for accounting. There are still charges showing for aftercare. Discussion took place in regards to limiting the hours of cleaning in a pay period. Board need to have a discussion on hours and duties performed. Aurelia and Guillermo are currently working 20 each per pay period. The hours for cleaning have increased since removing aftercare. The Board will discuss the parameters they would like to put into place for the cleaning schedule and duties. Kim will review the current year's repairs to see if a service contract with Cactus would be cost effective. Kim discussed ordering the credit card processor Square, see

handout; Kim will try it with an I Pad from Preprimary for a month to see how it works. Laurinda motioned to approve the Square, Lee seconded the motion, motion carried.

After School Programs/Aftercare

Discussion took place about the importance of having an aftercare program and ways that we could make changes to implement a service to families that need them. We discussed having a prepaid option for aftercare, afterschool music club, and alternative afterschool clubs within the community. The Board has asked for this to be added to the Faculty meeting to discuss ideas to bring back to the Board in April.

Draft of Employee Handbook

Susan printed a copy for Laurinda and Lee and will email to the Board.

Adjourn- 6:14 p.m.

Minutes Prepared By: Kim Langhorst