

Mountain West Montessori Academy
Board of Directors Meeting
Tuesday, May 27, 2014



Location: South Jordan Library, 10673 S. Redwood Road, South Jordan, UT 84095

In Attendance: Angie Johnson, Amy Pilkington (Director), Linda Hume, Steve Barnes (via phone), Brandon Fairbanks (AW), Kara Finley (AW), and Jennifer Evans (Parent)

Excused: Rusty Bentley and Dan Galli

Founded upon Montessori philosophy, the mission of Mountain West Montessori Academy is to facilitate student-centered learning and intellectual curiosity through an individualized and interdisciplinary curriculum, hands-on experience, and community involvement.

MINUTES

5:46 PM – CALL TO ORDER by Angie Johnson

CLOSED SESSION TABLED

Linda Hume made a motion to approve the CONSENT ITEMS. Steve Barnes seconded the motion. Motion passed unanimously.

- Approve April 7, 2014 Electronic Board Meeting Minutes
- Approve April 22, 2014 Board Meeting Minutes
- Approve May 7, 2014 Electronic Board meeting Minutes

There was no PUBLIC COMMENT.

REPORTS

➤ **Director**

- *State of the School* – Amy Pilkington

Hiring is going well and offer letters have been extended with only a few positions left open. Enrollment is full in the elementary and enrollment in the middle school is progressing with limited seats still available. The school will be in attendance at the South Jordan Country Fest hosting a booth. A middle school information night will be held in June to answer general parents. Putting the finishing touches on the Student Handbook. The school has received a grant from Westminster. A school secretary has been hired and is working on student files. The salaried positions were reviewed as well as employee needs. Founder status and teacher student preference were discussed.

➤ **Board of Directors**

- *Budget Report* – Linda Hume

The school received less grant money than originally forecasted but has purchased some materials.

BUSINESS ITEMS (To Be Discuss and/or Voted On)

- *Discuss and Vote Amended 2014-2015 Calendar* – Amy Pilkington reviewed the changes to the 2014-2015 calendar to include additional professional development days. The professional development will be used at the start of the school year to help teachers and allow the school to hold orientation days. A parent orientation will also be held to help families understand to the Montessori philosophy. The dates for professional development were defined on the calendar and will be marked as instructional days in Aspire. **Linda Hume made a motion to approve the amended 2014-2015 calendar and the school hours and bell schedule. Steve Barnes seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on New Zions Bank Account including a Debit Card* – Angie Johnson discussed the need to have an additional bank account that a debit card can be used for small school expenses. **Steve Barnes made a motion to approve the new Zions Bank account including a debit card and signers (Dan Galli, Linda Hume, Steve Barnes, Jed Stevenson and Sheldon Killpack). Linda Hume seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Resolution for Schools and Libraries Universal Services (E-Rate) for 2014-15* – Brandon Fairbanks reviewed the E-Rate program and the resolution. **Linda Hume made a motion to approve the resolution for school and libraries Universal Services (E-Rate) for 2014-2015. This resolution authorizes filing of the Form 471 application for funding year 2014-2015 and the payment of the applicant's share upon approval of funding and receipt of services. Steve Barnes seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on the Director Evaluation Tool* – Angie Johnson reviewed the evaluation tool and the leadership tracks. The Board chose the top leadership tracks to prioritize for the evaluation, including: Montessori leadership, curriculum leadership, finance leadership, staff leadership, and parent leadership. **Linda Hume made a motion to approve the director evaluation tool. Steve Barnes seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Employee Benefit Dollar Amount* – The benefit dollars for teachers were discussed and the ability for teachers to utilize the money as desired for health care, retirement, or additional salary. **Steve Barnes made a motion to approve the employee benefit dollar at \$600 per month. Linda Hume seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on the Wellness Policy* – The updates to the Wellness Policy were reviewed, including the flexibility to have additional foods for instructional purposes. Consumption of soda on campus was discussed as well as the need for teachers to model healthy eating habits. A recess time and built-in morning movement exercise was reviewed. **Linda Hume made a motion to approve the Wellness Policy. Steve Barnes seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on the Parent Involvement Policy & Parent Compact* – TABLED
- *Discuss and Vote on the Building Use and Rental Policy* – Brandon Fairbanks discussed the purpose of the policy and the possible rental uses. **Steve Barnes made a motion to approve Building Use and Rental Policy. Linda Hume seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- Review Action Items – The Board reviewed the current action items.
- Calendaring – Angie Johnson
 - Discuss Board Retreat (June 24, 2014 from 4:00 – 8:30 PM)

BOARD TRAINING

- Governing Board Online Training – The Board is current on Governing Board Online Trainings and will complete the sixteenth module when released.
- Montessori Minute – The philosophy of natural consequences was presented in regards to a child's experience and coping with the results of their choices.

6:43 PM – Linda Hume made a motion to ADJOURN. Steve Barnes seconded the motion. Motion passed unanimously. (Duration 56:30)

MAY ACTION ITEMS

1. Next Board Meeting
 - a. Handbooks
 - b. Founder Status
 - c. New Hires? Has the secretary been approved?
2. Get signatures for new bank account – Brandon
3. Evaluation Tool – priority tracks picked:
 - a. Montessori Leadership
 - b. Staff
 - c. Curriculum
 - d. Parents
 - e. Finance
4. Building Use Policy
 - a. Fix Typo (Brandon can show you)
5. Board Members
6. Review Parent Involvement Policy & Compact
7. Retreat
 - a. Who wasn't going to be able to make it to the retreat? Let Brandon/Angie know. Steve may be an hour late to the retreat.
 - b. Angie will find a location for the retreat. You may want to contact her about food.