

Mountain West Montessori Academy

Board Meeting Minutes

Wednesday, November 29, 2017

Location: MWMA Library, 4125 W. Foxview Drive, South Jordan, UT 84009



In Attendance: Steve Barnes, Andrew Marx, Lois Bobo, Corbin White (via phone)

Excused: Ryan Parker

Others in Attendance: Cathie Hurst, Dawn Kawaguchi, Angie Johnson, Brandon Fairbanks, Ken Jeppesen, Kari Schein

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MINUTES

2017-2018 BOARD PRIORITIES

Strengthen Parent Partnerships
Define Learning Excellence @ MWMA
Maintain & Support Quality Faculty

6:07 PM – INTRODUCTORY ITEMS

- Call to Order – Steve Barnes
- School Mission – Andrew Marx
- Montessori Minute – Kari Schein presented a math lesson using a decanomial layout all of multiplication facts of 1-10. She explained the decanomial “spine” and how it to replace the single bead bars with (fixed) squares. The next step is “stacking” squares which can be replaced with cubes. Once all of the squares are in place, most students who have been in a Montessori preschool or kindergarten can recognize the “Pink Tower”. Kari also displayed how this can help the upper students with algebra.

There was no PUBLIC COMMENT.

REPORTS

- **Eide Bailly**
 - Review of FY2017 Audit – Ken Jeppesen reviewed the audit letter which explains the scope and timing of the audit, compliance with ethics requirements regarding independence, significant accounting policies, significant accounting estimates, significant difficulties encountered during the audit, uncorrected and corrective misstatements, disagreements with management, representations requested from

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management, management's consultations with other accountants and other significant matters, findings or issues. There was one change in the law which is stated in this letter. Ken explained that there are three parts to this independent audit. First, he reviewed the Independent Auditor's Report. Ken briefly reviewed the five notes. This opinion was clean. Second, was the Internal Controls over Financing Reporting audit. This was also a clean opinion. The third report was for Compliance with General State Compliance Requirements which was also a clean opinion.

➤ **Director**

- State of the School – Angie Johnson presented a PowerPoint for her director's report. She reviewed the board goals and what she has been doing to help reach these goals.
 - ✓ Strengthening Parent Partnerships
 - Communication with parents
 - Facebook
 - Family Literacy Night
 - Jog A Thon
 - Middle School Camp
 - Land Trust Committee
 - ✓ Define Learning Excellence @ MWMA
 - 9th grade student survey
 - Collaborative Proactive Solutions
 - ✓ Maintain & Supporting Quality Faculty
 - Schoolwide behavior model study club
 - AMS Conference in March 2018
 - Ms. Rebecca recognized by South Jordan
 - ✓ Recent Strengths
 - Finding Genius
 - Staff Leadership Opportunities
 - ✓ Recent Challenges
 - Staff PTO – changing procedures
 - ✓ Legislative onsite visit (Rep. Susan Pulsipher)
 - ✓ There was a discussion on ideas on how to combat Staff PTO and subs.

➤ **Academica West**

- Review 2017-2018 Budget as of October 31, 2017 – Cathie Hurst reviewed the budget as of October 31st. This budget is 35% of the way through this year. There are a couple of areas that are over but nothing that concerns Cathie.

Lois Bobo made a motion to approve the CONSENT ITEMS. Andrew Marx seconded the motion. Motion passed unanimously.

- Approve August 23, 2017 Board Meeting Minutes
- Approve August 23, 2017 Closed Session Affidavit
- Approve September 27, 2017 Electronic Board Meeting Minutes

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- Ratify Information Technology Security Policy
- Approve October 25, 2017 Board Meeting Minutes

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

- Discuss & Vote on Financial Reporting Policy – Angie Johnson reviewed the Financial Reporting Policy. We are going to follow the generally accepted accounting principles and generally accepted audit standards.
- Discuss & Vote on Amended Administration of Medication Policy – Angie Johnson reviewed the amended Administration of Medication Policy. The changes included a provision that allows the school to administer an opiate antagonist and the procedure includes a provision to administer sunscreen.
- Discuss & Vote on Amended Cash Handling Policy – Angie Johnson reviewed the amended Cash Handling Policy. The school must make a deposit no later than once every three banking days.
- Discuss & Vote on Amended Procurement Policy – Angie Johnson reviewed the amended Procurement Policy. Includes language on student data privacy with third party vendors.
- Discuss & Vote on Amended SpEd Policies & Procedures Manual – Angie Johnson stated that the state mandated this change for the amended Special Education Policies & Procedures Manual. She reviewed the model (Specific Learning Disability) that they use here at MWMA. **Andrew Marx made a motion to approve the Financial Reporting Policy; amended Administration of Medication Policy; amended Cash Handling Policy; amended Procurement Policy; amended Special Education Policies & Procedures Manual. Lois Bobo seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- Calendaring – ALL
 - Board Winter Social – December 4th @ 6:00 p.m.
 - January Pre-Board Meeting – January 19th @ 4:30
 - Next Board Meeting – January 23rd @ 6:00 p.m.

7:28 PM – Lois Bobo made a motion to enter into a CLOSED SESSION to discuss an individual’s character, professional competence, or physical or mental health pursuant to Utah Code 52-4-205(1) (a). Andrew Marx seconded the motion. The votes were as follows:

**Corbin White – Aye
 Lois Bobo – Aye
 Andrew Marx – Aye
 Steve Barnes – Aye**

Motion passed unanimously.

7:59 PM – Lois Bobo made a motion to exit the CLOSED SESSION. Andrew Marx seconded the motion. Motion passed unanimously.

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8:00 PM – Andrew Marx made a motion to ADJOURN. Lois Bobo seconded the motion. Motion passed unanimously.

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**Mountain West Montessori Academy
Closed Executive Board Meeting Affidavit
Wednesday, November 29, 2017**

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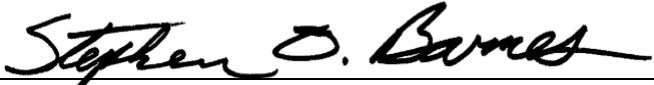
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AFFIDAVIT

This Closed Session was held to discuss an individual's character, professional competence, or physical or mental health pursuant to Utah Code 52-4-205(1)(a).



Steve Barnes – Board President

28 February 2018

Date

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