

Mountain West Montessori Academy
Board Retreat Minutes
Tuesday, May 23, 2017



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

In Attendance: Dan Galli, Steve Barnes, Corbin White, Lois Bobo, Andrew Marx

Excused: Ryan Parker

Others in Attendance: Cathie Hurst, Kim Dohrer, Dawn Kawaguchi, Angie Johnson, Amy Pilkington, Shirley Atkinson

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

MINUTES

2016-2017 BOARD PRIORITIES

Parent Partnerships
Data Driven Student Learning
Student Communities

5:46 PM – INTRODUCTORY ITEMS

- Call to Order – Dan Galli
- School Mission – Dan

There was no PUBLIC COMMENT.

REPORTS

➤ **Board of Directors**

- Review 2016-2017 Budget as of April 30, 2017 – Ryan Parker wasn't present at the time of the budget review so Cathie reviewed the budget as of April 30th. There is one area that is over budget which is field trips because Amy didn't know what the expense was going to be. However, they will be truing up this amount for the final amended budget next month. She and Amy are already working on next year's preliminary budget which will be approved next month as well. There was a discussion on opening a PTIF account. It is very liquid and you would receive some interest. Cathie is recommending approving this at the June board meeting.
- Review Update Action Items – Dan Galli reviewed the action items. Revisions on due dates were made.

Steve Barnes made a motion to approve the CONSENT ITEMS. Corbin White seconded the motion. Motion passed unanimously.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at (801) 444-9378 or dawn@academicawest.com, giving at least three working days notice.

- Approve April 25, 2017 Board Meeting Minutes
- Approve April 25, 2017 Closed Session Affidavit

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

- *Discuss and Vote on Eide Bailly Engagement Letters* – Cathie Hurst reported on the Eide Bailly engagement letters since Ryan Parker was not present. She reported that they are the same letters that have been received in the past. Once all of the letters are received, Eide Bailly will be having a conference call for any board member to participate in if you have questions or you can call them directly. This is for the fiscal year ending June 30, 2017. There are two letters. One is for the actual financial audit and the second one is for the agreed upon procedures such as the student counts. Kim added that even though charters have gone to ADM for funding, the auditors still come out on October 1 to count the students. She also added that Eide Bailly is an independent auditor and the school can change at any time. Currently the cost for the audit is included in AW fees. However, if the school decided to change it would depend on amount of the audit. Kim added that because Eide Bailly is auditing all of AW schools the rate is better because it's an economy of scale. She also added that most of the school districts use Eide Bailly. **Lois Bobo made a motion to approve the engagement of services provided by Eide Bailly for the year ending June 30, 2017 and allow the Board President to sign on behalf of the school. Andrew Marx seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Student Conduct and Discipline Policy* – Amy Pilkington reviewed the Student Conduct & Discipline Policy. Some of the changes include how to handle individuals with an IEP, requires an emergency safety intervention (ESI) committee to make sure that the policy is being upheld. Kim added that there is a change in the philosophy coming down from the state that everything that you do for SpEd students, you need to do for regular ed students. Since this policy will replace the Safe Schools Policy, we will need to rescind that policy. Amy stated that she feels that they are already doing a lot of the things already in this policy. There was discussion on restrain and seclusion and how these changes have come about. **Lois Bobo made a motion to approve the Student Conduct & Discipline Policy and rescind the Safe Schools Policy as of June 1st and posted on the website therein. Steve Barnes seconded the motion. Motion passed unanimously.**
- *Discuss and Vote to Rescind the Safe Schools Policy* – There was no further discussion. See above for motion. See above for motion.
- *Discuss and Vote on Amended Enrollment & Lottery Policy* – Kim informed the board that the board may have to do an amendment with the State Charter Board at some point. There was a discussion on Charter Agreements. Amy Pilkington reviewed the amended Enrollment & Lottery Policy. This plan includes that current governing board members now have preference. **Steve Barnes made a motion to approve the amended Enrollment & Lottery Policy. Corbin White seconded the motion. Motion passed unanimously.**

RETREAT ITEMS

- *Retreat Expectations* – Kim asked the board if there was anything that wasn't on the agenda that the board would like to discuss or accomplish this meeting.

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- Director's Report – Amy
 - State of the School
 - ✓ Parent Partnerships
 - ★ What comes next series is now complete and was very well attended
 - ★ Goal for next year is more accessible parent education
 - ★ Review of lottery and enrollment
 - ✓ Data Driven Instruction
 - ★ Review of preliminary SAGE data
 - ★ Review of DIBELS data
 - ✿ We are exceeding the state goals in growth
 - ✓ Strengthening Student Communities
 - ★ Middle School CAMP scheduled for next school year
 - ★ Classroom shadows for new lottery pulls
 - ★ 9th grade trip was a wonderful way to end the year and a great new tradition. They went to the Redwoods and San Francisco. Amy highlighted the trip.
 - ✓ There was a discussion on the assessment comparison
 - ✓ Amy reviewed (15) things about the school that she wanted the board to know. There was a discussion on SpEd funding.
- Strategic Planning – Before the break, Kim gave each board member and the administration three post it notes to identify the three things that MWMA is doing that you would be really disappointed if the school stopped doing it.

7:02 PM – Steve Barnes made a motion to BREAK FOR DINNER. Andrew Marx seconded the motion. Motion passed unanimously.

7:37 PM – Corbin White made a motion to RECONVENE the meeting. Lois Bobo seconded the motion. Motion passed unanimously.

RETREAT ITEMS (Continued)

- Strategic Planning (continued)
 - **SCOT Analysis** – Kim grouped the board items into three areas.
 - ✓ *Not in Charter*
 - ★ Field Trips
 - ★ Travel
 - ★ Clubs
 - ✓ *In Charter*
 - ★ Multi-Age Classrooms
 - ★ Student Guided Education
 - ★ Student Centered Learning
 - ★ Self-Directed Learning
 - ★ Student Lead Opportunities
 - ★ Montessori
 - ★ Montessori Training
 - ✓ *Other areas not in charter*

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- ★ Ms. Amy & Ms. Angie

She then asked the board to state a strength, challenge, opportunity or weakness.

- ✓ STRENGTH
 - ★ Faculty
 - ★ Reputation
 - ★ Well Trained Montessori Teachers
 - ★ Culture of Acceptance and Cooperation amongst entire Staff
- ✓ CHALLENGES
 - ★ Changes in Assessments
 - ★ Changes in the Overall Educational Climate
- ✓ OPPORTUNITIES
- ✓ THREAT
 - ★ Cut in SpEd Funding

- **Setting Goals** – Kim reviewed the goals from the last two years. She asked the board to write down a board goal/priority
 - ✓ Parental Partnerships
 - ★ Parent Communication
 - ★ Parent Investment
 - ★ Parent Involvement
 - ★ Parent Cohesion
 - ✓ (Define) MWMA Learning Excellence
 - ★ Define the process
 - ⚙ Data Driven Academic Rigor
 - ⚙ Guided Student Learning
 - ⚙ Student Leadership Opportunities
 - ⚙ Marketable Measures of Non-Cognitive Skills
 - ✓ Teacher Retention & Salaries
 - ★ Build a Stable Faculty & Staff
 - ★ Building a Long-Term Quality Faculty
 - ★ Maintain and Increase Teacher Salaries
 - ✓ Special Education Support
 - ✓ Communication with Staff
 - ✓ Financial Stability

2017-2018 Board Priorities

Parental Partnerships

Define MWMA Learning Excellence

Build a Long-Term Quality Faculty

Kim would like to address the third goal at the next meeting to wordsmith the goal.

- Parent Engagement Committee – Lois, Steve, Corbin and Amy gave a few bullet points but will carry this discussion over to June.
 - Types of parent committees
 - Increase parent participation

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Kim stated that in order to be done with the meeting by 9:00 p.m., we will need to move the rest of the items either to June or the winter retreat because we need to have the closed session.

8:28 PM – Andrew Marx 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). Corbin White seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Corbin White – Aye

Lois Bobo – Aye

Andrew Marx – Aye

Motion passed unanimously.

9:33 PM – Lois Bobo made a motion to exit the CLOSED SESSION and ADJOURN. Steve Barnes seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Lois Bobo – Aye

Andrew Marx – Aye

Corbin White – Aye

Motion passed unanimously.

May Action Items:

1. Add a voting item to open a PTIF account in June – **Dawn**
2. Flag discussion on an upcoming agenda – **Steve/Dan/Dawn**
3. Wordsmith the final goal on Faculty Retention at next meeting – **Dawn**
4. Parent Engagement Committee Discussion on next agenda – **Dawn**
5. Survey Monkey on Director Evaluation to Board – **Dawn**

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Mountain West Montessori Academy
Closed Executive Board Meeting Affidavit
Tuesday, May 23, 2017



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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).

Stephen O. Barnes

Steve Barnes – Board President

8-23-17

Date