



Mountain West Montessori Academy

Board Meeting Minutes

Tuesday, September 22, 2015

Location: MWMA Library, 4125 W. Foxview Drive, South Jordan, UT 84095

In Attendance: Dan Galli, Steve Barnes, Ryan Parker, Linda Hume

Excused: Andrew Marx

Others in Attendance: Angie Johnson, Amy Pilkington, Ryan Arrington, Shirley Atkinson Dawn Kawaguchi, Brandon Fairbanks

*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

2015-2016 BOARD PRIORITIES

Academic Rigor
Accreditation
Financial Stability

5:39 PM – INTRODUCTORY ITEMS

- Call to Order – Dan Galli
- School Mission – Steve Barnes
- Montessori Minute – Angie Johnson stated that last year they administration focused on getting math materials and language materials. This year we are using the curriculum budget to purchase what Montessorians deem “cultural materials” (i.e. history, geology, botany). One of the cultural materials purchased were three part cards which are considered a text rich environment. Angie demonstrated several ways to use these cards for the different grade levels.

PUBLIC COMMENT

- Laura Hansen-Pelcastre made a public comment. She hasn’t been able to subscribe to the public notice website to receive RSS feeds. She continues to receive errors. Laura requested that the school consider a school directory. She also requested notification in advance of school events such as Dollar Dress Day, picture day, etc.

REPORTS

- **Director**
 - State of the School – Amy Pilkington stated that she changed the format of her report this month. They have been highlighted and separated in the following areas:

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- ♣ Celebrating our Work
 - ✓ Ms. Rebecca has been nominated for KSL's teacher feature
 - ✓ New "Montessori Moment" on Facebook every Friday
 - ✓ Field trips have started and we have several scheduled for the upcoming months
 - ✓ 9th grade Travel Class have raised \$750 towards their trips. They have three locations that they are proposing which are Goblin Valley, San Francisco and the Redwoods but their ultimate goal is Cancun!
 - ✓ Upcoming events
 - ✓ Parent comments
- ♣ School Improvement Plan Goals
 - ✓ Increasing Academic Rigor
 - ★ Teachers completed additional Montessori trainings over the summer – see chart
 - ★ New science pacing guide & materials
 - ★ New math sequencing and assessments
 - ★ Additional reading materials
 - ★ Tracking percentages
 - ✓ Budgeting
 - ★ Reduction in reconciling time frames
 - ★ New monthly tracking on the NSLP
 - ★ Working towards Oct 1 count – we are very close
 - ✓ Accreditation
 - ★ Application complete
 - ★ Initial reporting complete
 - ★ Readiness review schedule on Sept 29th
 - ★ Starting on self evaluation
- ♣ There was a brief discussion on yearbook refunds from last year
- Updated Administrative Procedures
 - ♣ Arrest Reporting – Amy reviewed the changes to the Arrest Reporting administrative procedures. The Arrest Reporting Policy now includes board members and volunteers. Changes were made to the procedures to reflect these changes. Annual training to all parties will be done by the directors.
 - ♣ FERPA – Amy reviewed the changes to the FERPA administrative procedures. The addition of student education records management including confidentiality of student information, data collection and storage procedures, access to information, physical protection, technological protection, personnel responsibility, third party access to confidential information and data breach.
- **Board of Directors**
 - Review 2015-2016 Budget as of September 15, 2015 – Ryan Parker stated that it's very early in the year to review the budget. He did want to point out the deficit reflected on the budget profit & loss sheet balance sheet. He reminded the board

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that there was a surplus last year. There was a discussion on the startup grant loan which is not reflected in this summary report. There was discussion on the new layout of the budget.

- Review Action Items – Dan Galli reviewed the action items.

Ryan Parker made a motion to approve the CONSENT ITEMS. Linda Hume seconded the motion. Motion passed unanimously.

- Approve August 10, 2015 Board Meeting & Retreat Minutes

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

- Discuss and Vote on Financial Advisor for Facility Purchase – Dan Galli asked Ryan Parker to review this information. Ryan stated that they put out a RFP for a financial advisor. He explained that the Board's long term goal is to get the lowest possible interest rate which would be through a bond. In the meantime, purchasing the building outright so that they can save money by not paying property tax or rent. This will help the board move toward the ultimate goal of bonding. The company that Ryan and Dan are recommending to the board is Charter School Financial Services (CSFS). There was discussion on the other companies that submitted proposals. Dan stated that if they are not able to purchase the building then the school will not owe the company any money. **Steve Barnes made motion to approve Charter School Financial Services as the school's Financial Advisor for the finance and purchase of the school's facility. Linda Hume seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Montessori Compass Renewal not to exceed \$6,000 – Amy Pilkington stated that this is the renewal for Montessori Compass that is used in the elementary. Amy stated that Aspire is used to answer Linda's question regarding what is being used in the Jr. High. There was a discussion on teacher blogs. **Linda Hume made motion to approve the Montessori Compass renewal not to exceed \$6,000. Ryan Parker seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Yellowstone Trip not to exceed \$16,000 – Amy Pilkington stated that is the cost of the trip and is the amount that has been raised. Angie stated that there are 32 students and 8 adults that will be going. Students have been separated into clans. The trip is scheduled to leave on October 9th. The students have already learned about the history of Yellowstone. The cost is \$350 per child/adult. **Linda Hume made motion to approve the Yellowstone Trip not to exceed \$16,000. Ryan Parker seconded the motion. Motion passed unanimously.**
- Discuss and Vote on Political Signs on School Property Policy – Brandon Fairbanks briefly reviewed the Political Signs on School Property Policy. Brandon stated that this policy does not allow political signs but if you want to we can present a separate policy that states the restrictions and guidelines to allow signs.
- Discuss and Vote on Amended Arrest Reporting Policy – Brandon Fairbanks briefly reviewed the amended Arrest Reporting Policy. The addition to state code now includes board members and volunteers.
- Discuss and Vote on Amended Building Rental Policy – Brandon Fairbanks briefly reviewed the amended Building Rental Policy. The legislature now has made charter schools a civic center. In addition to that, the school is granted governmental immunity if

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there are any liability issues. This policy has been rewritten to make that clear and the usage plus the fee schedule.

- Discuss and Vote on Amended Civil Rights Policy – Brandon Fairbanks briefly reviewed the Civil Right Policy. The additions to this policy include individuals with disabilities and section 504 accommodations plus complain procedures including school lunch.

Steve Barnes made motion to approve the Political Signs on School Property Policy, Amended Arrest Reporting Policy, Amended Building Rental Policy and Amended Civil Rights Policy. Linda Hume seconded the motion. Motion passed unanimously.

OTHER BUSINESS ITEMS

- Calendaring – ALL
 - October Pre-Board Meeting – October 20th @ 3:30 p.m.
 - Next Board Meeting – October 27th

The CLOSED SESSION was not needed.

6:43PM – Linda Hume made a motion to ADJOURN. Ryan Parker seconded the motion. Motion passed unanimously. (Duration 1:04:26)

September Action Items:

1. Contact PNW to address the error with the “subscribe to this body” – **Dawn**