



Mountain West Montessori Academy

Board Meeting Minutes

Monday, November 16, 2015

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

In Attendance: Dan Galli, Steve Barnes, Ryan Parker

Excused: Andrew Marx, Linda Hume

Others in Attendance: Ryan Arrington, Shirley Atkinson, Brad Taylor, Gabe Clark, Elysa Dishman, Dawn Kawaguchi, Brandon Fairbanks, Angie Johnson, Amy Pilkington

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MINUTES

2015-2016 BOARD PRIORITIES

Academic Rigor
Accreditation
Financial Stability

4:40 PM – INTRODUCTORY ITEMS

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

There was no PUBLIC COMMENT.

REPORTS

➤ **Director**

- State of the School – Amy Pilkington
 - ♣ Celebrating Our Work:
 - ✓ Fun Run raised over \$15,000
 - ✓ We continue to improve our communication with “Montessori Moment” posts on Facebook being the most popular. We even have
 - ✓ Recent Field Trips
 - ★ Peterson Family Farms
 - ★ Ms. Nelson is Missing production
 - ★ Veteran’s Service
 - ★ Nature Walks
 - ★ Natural History Museum
 - ★ Camp Williams

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- ✓ Expedition Yellowstone had an amazing time. Poem shared.
- ✓ 9th grade travel class raised \$2,000 towards their school trip. They will be presenting to the board.
- ✓ Literacy Night was a huge success. Nice parent and student comments.
- ♣ School Improvement Plan Goals:
 - ✓ Academic Rigor
 - ★ Working with benchmark assessments
 - ★ Implementing intervention groups
 - ★ Tracking percentages
 - ✓ Budgeting
 - ★ Reducing reconciliation time frames by working on having it completely reconciled by the 10th the month.
 - ★ New monthly tracking on the National School Lunch Program. Rick's goal is to get the school completely out of a deficit.
 - ★ October 1 count
 - ★ Jog-a-thon fundraiser
 - ★ Winter bonuses
 - ✓ Accreditation
 - ★ Readiness review was on Sept 29th
 - ★ Hosting external audit this spring
 - ★ Beginning our self survey
 - ✓ Questions for our dashboard survey on dress code
- **Board of Directors**
 - Review Action Items – Dan Galli reviewed the action items.

4:48 PM – Steve Barnes made a motion to enter into a CLOSED SESSION to discuss the purchase, exchange, or lease of real property pursuant to Utah Code 52-4-205(1)(d). Ryan Parker seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Ryan Parker – Aye

Motion passed unanimously.

5:21 PM – Ryan Parker made a motion to exit the CLOSED SESSION. Steve Barnes seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Ryan Parker – Aye

Motion passed unanimously.

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

- Discuss and Vote on Term Sheet and Terms of the Loan Documents – There was no further discussion. **Steve Barnes made a motion to approve the Term Sheet and the**

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terms of the loan documents. Ryan Parker seconded the motion. Motion passed unanimously.

- *Discuss and Vote on Building Purchase Agreement* – There was no further discussion. **Ryan Parker made a motion to approve the Building Purchase Agreement. Steve Barnes seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Financing Resolution* – There was no further discussion. **Steve Barnes made a motion to approve the Financing Resolution. Ryan Parker seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Amended 2015-2016 Budget as of October 31, 2015* – Ryan Parker reviewed the 2015-2016 budget as of October 31, 2015. There is a small favorable change. This does not include any savings once the purchase of the building is complete. Ryan Arrington stated that this budget reflects the October 1 student count plus some changes in salaries. **Steve Barnes made a motion to approve the amended 2015-2016 Budget as of October 31, 2015. Dan Galli seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Donation of Personal Time Off Policy* – Amy Pilkington reviewed the Donation of Personal Time Off policy. There was a discussion on how to handle overage of donated hours to the designee. **Steve Barnes made a motion to approve Donation of Personal Time Off Policy and ask AW to come back with recommendations of any potential changes on unused overages. Ryan Parker seconded the motion. Motion passed unanimously.**
- *Discuss and Vote on Amended Electronic Board Meetings Policy* – Brandon Fairbanks reviewed the amended Electronic Board Meetings Policy. This change states that the primary location is the school. There was a discussion on what is considered an electronic meeting. Brandon reviewed the amended Purchasing and Disbursement Policy. Under the “purchasing” section, there is an added level of approval before it comes to the board. There was a discussion on what total amount the board is comfortable with. Brandon added that there this policy clarifies “disbursements”. The last part is an outline of how the petty cash (debit card account) is handled. It outlines what the school is already implementing. The board would like to change the amount to \$20,000.
- *Discuss and Vote on Amended Purchasing & Disbursement Policy* – There was no further discussion. **Ryan Parker made a motion to approve the amended Electronic Board Meetings Policy and the amended Purchasing and Disbursement Policy with the change to \$20,000 for full board approval. Steve Barnes seconded the motion. Motion passed unanimously.**

Steve Barnes made a motion to approve the CONSENT ITEMS. Ryan Parker seconded the motion. Motion passed unanimously.

- Approve September 22, 2015 Board Meeting Minutes
- Approve October 27, 2015 Electronic Board Meeting Minutes
 - Ratify Utah Consolidated Application Plan & Budget

OTHER BUSINESS ITEMS

- Calendaring – ALL

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- January Pre-Board Meeting – January 19th @ 3:30 p.m.
- Next Board Meeting – January 26th
 - ✓ Winter Retreat

6:02 PM – Ryan Parker 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). Steve Barnes seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Ryan Parker – Aye

Motion passed unanimously.

6:15 PM – Steve Barnes made a motion to exit the CLOSED SESSION and ADJORN. Ryan Parker seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Ryan Parker – Aye

Motion passed unanimously.



**Mountain West Montessori Academy
Closed Executive Board Meeting Agenda
Monday, November 16, 2015**

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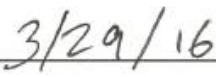
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AFFIDAVIT

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) and to discuss the purchase, exchange, or lease of real property pursuant to Utah Code 52-4-205(1)(d)



Dan Galli – Board President



Date

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