



# Mountain West Montessori Academy

## Board Meeting & Retreat Minutes

### Tuesday, March 29, 2016

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

**In Attendance:** Dan Galli, Andrew Marx, Steve Barnes, Ryan Parker

**Excused:** Linda Hume

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

### 5:35 PM – INTRODUCTORY ITEMS

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

**There was no PUBLIC COMMENT.**

### REPORTS

- **Academica West**
  - Utah Charter Access Point (UCAP) Login – Dawn Kawaguchi informed the board that this is the resource that USOE will be communicating with the board. She has set up each board member with a login. Currently the only items that are on the website are board background check info and the GBOT's. There are two new modules that will need to be completed before the end of the school year. The plan is to use this website as the main communication with the board as well as have important documents available here. She also added that there is a new background check system that will require the board to get another background check on the new system. Gabe is working on updating your current Background Check Policy to be in line with this.
- **Board of Directors**

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- Review 2015-2016 Budget as of February 29, 2016 – Ryan Parker reviewed the 2015-2016 budget as of February 29, 2016. Three items of interest that will contribute to a good surplus at the end of the year are the building rental revenue; food service will actually make money this year; and the savings with the purchased of the building instead of paying rent. There was a discussion on the legislative changes that will help with the budget next year.

## CONSENT ITEMS

- Approve January 26, 2016 Board Meeting Minutes – There was no further discussion. **Steve Barnes made a motion to approve the January 26, 2016 Board Meeting Minutes. Ryan Parker seconded the motion. Motion passed unanimously.**
- Ratify adding purple as a shirt color on Dress Code Policy – Dan stated that this was discussed in the January meeting and it was expressed by many that they would like to add the shirt color purple to the dress code since it is a school color. **Andrew Marx made a motion to approve adding purple as the shirt color on the Dress Code Policy. Ryan Parker seconded the motion. Motion passed unanimously**

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

- Discuss and Vote on 2016-2017 School LAND Trust Plan – Amy Pilkington reviewed the 2016-2017 School Land Trust Plan. A teacher survey was used to get input on items that the administration compiled. The top items were recommended to the committee. They committee approved the following.
  - Technology – Chrome Books and projectors for lower EL
  - Montessori conference
  - Any extra money will go into Montessori materials
 The committee also reviewed the Parent Compact. There were some suggestions and ideas made by the committee that Amy will be bringing to the board. There was a brief discussion on the Title I audit. **Ryan Parker made a motion to approve the 2016-2017 School LAND Trust Plan. Steve Barnes seconded the motion. Motion passed unanimously.**
- Discuss and Vote on amended SpEd Policies & Procedures Manual – Amy Pilkington reviewed the amended Special Education Policies and Procedures Manual. She stated that most of the changes are recommended by USOE. It includes the laws and requirements. Kim added that USOE has already approved this manual. **Andrew Marx made a motion to approve the amended Special Education Policies and Procedures manual. Ryan Parker seconded the motion. Motion passed unanimously.**
- Discuss and Vote on 2017 Washington DC Trip up to (30) students @ \$1,500 per student – Amy Pilkington stated that Angie has put together an awesome trip to Washington DC for next school year. She reviewed the projected expenses for this trip which is approximately \$1,500 per student. The students will raise the money for the entire trip but the school will cut the check. Angie added they will be asking for deposits before the end of the school year this year from the students that want to attend so that fundraising can take place over the summer. This will be offered to students 6<sup>th</sup> through 8<sup>th</sup> grade since the 9<sup>th</sup> graders have their own trip. There was discussion on what other club trips that are offered to the students. There was a discussion on the possibility of offsetting

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some of these trips and what other AW schools do. **Steve Barnes made a motion to approve the 2017 Washington DC trip up to (30) students @ \$1,500 per student. Ryan Parker seconded the motion. Motion passed unanimously.**

## RETREAT ITEMS

### ➤ Director's Report – Amy Pilkington

- State of the School – Amy reported on the following:
  - ♣ Celebrating Our Work
    - ✓ Pizza Pi night raised over \$2,000 to go toward classroom budgets
    - ✓ Recent field trips include Springville Art Museum, Norman Rockwell Exhibit, college campus tour, ballet, Capitol Building and an in-house performance by Ballet West
  - ♣ School Improvement Goals
    - ✓ Continued benchmark assessments
    - ✓ Refining our interventions and targeted groups
    - ✓ Completed the second round of DIBELS
    - ✓ Preparing for SAGE assessment that starts next week
  - ♣ Budgeting
    - ✓ Continued reduction in reconciling time frames
    - ✓ National School Lunch program is currently in the black
    - ✓ Received a grant for walk-in freezer
  - ♣ Accreditation
    - ✓ Visit is next week for our external audit
    - ✓ Parent survey complete
    - ✓ Report has been filed

### ➤ Accreditation

- Overview – Kim informed the board that there is a large amount of work that goes into the accreditation. The workbook is well over 200 pages because you have to include all of your evidence for each performance standard. The board will need to work on “Standard 2”. The reason a school has to be accredited is they are giving credits to 9<sup>th</sup> graders. Part of that process is the parent survey that Amy has been talking about.
- Standard 2 – Kim asked the board to review each indicator in Standard 2 and rate themselves. There was discussion while reviewing each indicator as well as clarification and the possible evidence.
  - ♣ Standard 2.1 board score 4
  - ♣ Standard 2.2 board score 3.5
  - ♣ Standard 2.3 board score 4
  - ♣ Standard 2.4 board score 3.5
  - ♣ Standard 2.5 board score 3.5
  - ♣ Standard 2.6 board score 4

Kim also stated that the board should attend a part of the accreditation visit because the accreditation team will want to ask the board questions. When Amy

receives confirmation she will send out an email with the time for those board members who can attend.

**6:46 PM – Steve Barnes made a motion to BREAK FOR DINNER. Andrew Marx seconded the motion. Motion passed unanimously.**

**7:15 PM – Ryan Parker made a motion to RECONVENE the meeting. Andrew Marx seconded the motion. Motion passed unanimously.**

#### **RETREAT ITEMS (Cont.)**

- Board Recruitment – Dan Galli stated that there will be board opening in June because Linda’s term will end. Dan and Steve will be on the board recruitment committee along with Brandon and Angie. They will be reviewing the resumes and bringing their applicant recommendations to the board for interviews.
- Review Summer Retreat Goals – Dan stated that Amy went over these areas in her Directors Report.

#### **OTHER BUSINESS ITEMS**

- Calendaring – ALL
  - April Pre Board Meeting April 19<sup>th</sup> @ 3:30 p.m.
  - Reschedule Next Board Meeting – May 3<sup>rd</sup>

**7:20 PM – Ryan Parker made a motion to ADJOURN. Steve Barnes seconded the motion. Motion passed unanimously.**

#### **March Action Items**

1. Send Amy the board Standard 2 scores – **Dawn**
2. Send out invite to reschedule April 26<sup>th</sup> board meeting to May 3<sup>rd</sup> – **Dawn**