



Mountain West Montessori Academy

Board Meeting Minutes

Thursday, February 19, 2015

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

In Attendance: Dan Galli, Linda Hume, Andrew Marx, Steve Barnes,

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

Excused: Ryan Parker

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MINUTES

2014-2015 BOARD PRIORITIES

Montessori
Operational/Financial stability
Creating community/vested

5:41 PM – INTRODUCTORY ITEMS

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

There was no PUBLIC COMMENT.

REPORTS

- **Director** – Amy Pilkington
 - Montessori (General understanding for parents, teachers & students)
 - ♣ Attended a Montessori conference hosted by the Utah Montessori Council
 - ♣ Continued classroom observations and mentoring
 - ♣ Working on getting more detailed on pacing guides and lesson plans
 - ♣ Recent field trips included:
 - ✓ Body Worlds & Library for Middle School
 - ✓ Natural History Museum for Upper El
 - ✓ Sprouts for Lower El
 - ♣ Upcoming field trips include:
 - ✓ STEM conference for Middle School
 - ♣ Montessori Education Week is February 22-27
 - ✓ Various specialty days including:
 - ★ Peace Education (Peace Alliance with the students)

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- ★ Celebrating Choice Day – Student have filled out ballots for this. Some of the suggestions are Free Dress Day, Crazy Sock Day, PJ Day, Crazy Hair Day,
 - ★ Parents are invited to attend school with their student
 - ✓ We are also looking at where we want to grow next year regarding materials and teachers needs
- Operation/Financial Stability
 - ♣ New secretary started
 - ♣ Working on renewing contracts for next year – meeting with teachers on renewals
 - ♣ Montessori training with teachers
 - ♣ Rental agreement with SMCC is going very well
 - ♣ Started SAGE assessment testing
 - ♣ Enrollment update for next year
- Creating a vested Community
 - ♣ Parent Teacher Conferences in January
 - ♣ PTO working on gardens and outdoor classrooms
 - ♣ Math Night
 - ♣ Communication audit – added OneCall
 - ♣ Family Literacy Night hosted by the Hale Family

Linda asked if there was anything that the board could do to help out the administration. Amy shared some of the daily operations of the school. There was discussion on the common concerns of the teachers, administration and parents. There was discussion on the website. Amy informed the board that if you want a new picture on the website Dawn has sent out an invite for the spring make up pictures on March 12th.

Luke Petersen came to make a PUBLIC COMMENT but it was after the section was past so Dan amended the agenda to give him an opportunity to make a comment.

REPORTS (Cont.)

➤ **Board of Directors**

- Update on Action Items – Dan reviewed the action items. There was a discussion on a 401(k) matching for employees. Amy is going to be sending out a survey regarding the 401(k) to the teachers. She will have results for the next meeting.

Steve Barnes made a motion to approve the CONSENT ITEMS. Linda Hume seconded the motion. Motion passed unanimously.

- Approve November 25, 2014 Board Meeting Minutes
- Approve November 25, 2014 Closed Session Affidavit

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

- Discuss and Vote Amended 2014-2015 Budget as of January 31, 2015 – Linda reviewed the amended budget as of January 31st. Some of the changes included the Westminster

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grant was actually a tuition discount of \$5,000 and not income, reclassifying TA salary under Title IA, administration salary increase and some small truing up of expenditures. Linda thought that there was some information on the food services budget. Amy stated that they are still looking into it. These changes brings the decreased the surplus by \$2,277. **Andrew Marx made a motion to amended 2014-2015 budget as of January 31, 2015. Linda Hume seconded the motion. Motion passed unanimously.**

➤ *Discuss and Vote on 2015-2016 School Calendar* – Amy reviewed the 2015-2016 calendar. Some of the changes included staring earlier than last year, a comp day after the three Parent Teacher Conferences. This calendar is currently four days over because we don't know if we are going to receive four professional development days from the state legislature. There was discussion on the logistics of the calendar, days and hours required. There was a discussion on the teacher's required working days. The board wanted to move spring break up a week to be closer to Jordan District's calendar. **Linda Hume made a motion to approve the 2015-2016 School Calendar moving Spring Break up on week starting on March 21st. Steve Barnes seconded the motion. Motion passed unanimously.**

➤ *Discuss and Vote on 2015-2016 School Fees* – Amy stated that the school fees are same as this year with the exception of adding locks on the lockers. There was discussion on comparison with other charter schools and Montessori schools. Amy stated that she does work with families that can't afford the cost at one time. **Linda Hume made a motion to approve the 2015-2016 School Fees. Andrew Marx seconded the motion. Motion passed unanimously.**

➤ *Discuss and Vote on the SpEd Policies & Procedures Manual* – Amy stated that this was written by Echo from AW and is based on the state requirements. It has already been approved by the State Office of Education. There was a brief discussion on the creation of the manual in which you must choose a model. There was a discussion on the discrepancy model. **Andrew Marx made a motion to approve the SpEd Policies & Procedures Manual. Linda Hume seconded the motion. Motion passed unanimously.**

7:06 PM – Steve Barnes made a motion to BREAK FOR DINNER. Andrew Marx seconded the motion. Motion passed unanimously.

7:26 PM – Dan Galli RECONVENED the Board Meeting.

7:26 PM – Steve Barnes 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(I)(a). ?? seconded the motion. The votes were as follows:

Linda Hume – Aye

Andrew Marx – Aye

Dan Galli – Aye

Steve Barnes – Aye

Motion passed unanimously.

7:38 PM – Andrew Marx made a motion to exit the CLOSED SESSION. Linda Hume seconded the motion. The votes were as follows:

Dan Galli – Aye

Steve Barnes – Aye

Linda Hume – Aye

Andrew Marx – Aye

Motion passed unanimously.

REREAT ITEMS

- Review Summer Retreat Goals – Kim reviewed the mission and summer retreat goals by splitting the board into two teams and playing some fun games.
- Update Opportunities for Growth/Change – Kim asked the board if there are any items the board would like to discuss or bring up at this time regarding the school. Kim went through some scenarios with the board. There was a discussion on parliamentary procedures and how the board president sets the agenda. Kim stated that the board president can include presentations by teachers, students, etc. on the agenda. Steve would like to have a time for the board to bring up items that they would like to inform the rest of the board. Linda asked if board members are eligible to make a public comment. Kim stated that anyone can make a public comment. Dan wanted to take some time during this retreat to discuss board composition. The board would like to look at the current board composition and recruit the qualification that the board lacks. There was a discussion on procedure on how to bring on a board member. The board would like start advertising to accept application for board members.
- Establishing Traditions/Celebrations – Kim asked the board to think about what happened this year was your “sacred cow” and you would like to see as a school tradition then please let Amy know.

OTHER BUSINESS ITEMS

- Calendaring – ALL
 - Rescheduled March Pre Board Meeting March 11th @ 3:30 p.m.
 - Rescheduled Next Board Meeting – March 19th

9:26 PM – Steve Barnes made a motion to ADJOURN. Linda Hume seconded the motion. Motion passed unanimously.

February Action Items:

1. Follow up on 401(k) matching with the teacher survey results – **Amy**
2. Dan would like the board to email him feedback on Amy’s evaluation by the end of February – **Board**
3. Dan and one other board member will do a mid-year performance evaluation with Amy the first part of March
4. Board announcement to Dan – **Dawn**

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**Mountain West Montessori Academy
Closed Executive Board Meeting Affidavit
Thursday, February 19, 2015**

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Excused: Ryan Parker

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AFFIDAVIT

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

Dan Galli – Board President

3/19/15

Date

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