



Mountain West Montessori Academy

Annual Board Meeting Minutes

Tuesday, June 23 2015

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

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

Excused: Linda Hume

Others in Attendance: Jennifer Evans, Brandon Fairbanks, Angie Johnson, Amy Pilkington, Dawn Kawaguchi, Ryan Arrington (6:23 p.m. via phone)

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Minutes

2014-2015 BOARD PRIORITIES

Montessori Philosophy
Operational/Financial Stability
Creating a Vested Community

5:40 PM – INTRODUCTORY ITEMS

- Call to Order – Dan Galli
- School Mission – Dan
- *Montessori Minute* – Angie Johnson presented a Montessori math concept (6th grade) working with binomials by using FOIL (First Outer Inner Last). She also went into trinomials and how these concepts make the transition to algebra much easier.

There was no PUBLIC COMMENT.

REPORTS

➤ Director

- *State of the School* – Amy Pilkington reviewed the state of the school in the following areas:
 - ♣ Montessori
 - ✓ Summer training with teachers has started
 - ✓ Working with Angie on math and science sequencing
 - ✓ Looking at building more libraries and creating a more text rich environment
 - ✓ Looking at what field trip experiences to offer next year
 - ♣ Operations/Financial stability
 - ✓ Teacher raises and 401k budgeting

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- ✓ Continued working on 2015-2016 budget including implementation grant and land trust funding
- ✓ Hired English and upper Elem positions but still have CTE to hire
- ✓ More technology in the schools
- ✓ Currently have open enrollment for next year and remain full growth with the two middle school classes. There was a discussion on returning students and withdrawn students.
- ♣ Creating Community vested
 - ✓ Moved to the PTO committee model and started committee sign ups. Update on what committees parents have signed up for.
 - ✓ Parents are submitting ideas for clubs. Amy reviewed some of the submitted clubs for next year.
- **Board of Directors**
 - Update on Action Items – Dan reviewed the actions items and made revisions.
- **Academica West**
 - Annual Open & Public Meetings Act Training – Brandon Fairbanks led a review of the open and public meetings act training. He reviewed “what is a meeting?”, chance meetings, emails, GRAMA requests, electronic meetings, notice to the public, emergency meetings, cancellation of meetings, closed sessions including closing requirements, roll call voting and when a meeting can be closed, candidate interviews must be in an open session, roll call attendance, recordings, minutes are public records, public with disabilities, breaking the open meetings law, and annual open meetings training.

Ryan Parker made a motion to approve the CONSENT ITEMS; Andrew Marx seconded the motion. Motion passed unanimously.

- Approve May 26, 2015 Board Meeting Minutes
- Approve May 26, 2015 Closed Session Affidavit

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

- Discuss and Vote on Final Amended 2014-2015 Budget – Ryan Parker stated that he has been working with Amy and Ryan Arrington have been working on the budget. He mentioned that there is an insert of an updated 2014-2015 final amended budget. Ryan Parker stated that this budget is projected to have a final surplus of \$151,000 for the general budget which includes the \$50,000 surplus from last year that was needed to cover some capital expenses for this year. He also added that there is about a \$17,000 deficit in the food service budget that will have to be covered by surplus. There was a discussion on the food service deficit. In addition to the general budget surplus, the IDEA (restricted budget) has a \$37,000 surplus which will be carried over to next year. Amy added that this money was planned since there is a student that may need a special service next year.
- Discuss and Vote on 2015-2016 Annual Budget – Ryan Parker reviewed the 2015-2016 annual budget. He mentioned additional money to budget for field trips and that the USOE loan and grant money is winding down. Projected general surplus is \$64,000 plus an IDEA surplus with a small deficit in food service. This budget is built on 500 students

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however; we are hoping to have more than that. Amy added that we will have to pay property tax for next year so that was built into the budget. This year we only had to pay for four months. **Steve Barnes made a motion to approve the 2014-2015 final amended budget and the 2015-2016 annual budget; Ryan Parker seconded the motion. Motion passed unanimously.**

➤ Discuss and Vote on Outdoor Furniture Purchase not to exceed \$8,000 – Amy reviewed the outdoor furniture purchase. \$3,000 of the money came from the PTO. This is for the outdoor classrooms. They are cement benches with planter in them. Because they are super durable, we are hoping that they are long lasting. **Andrew Marx made a motion to approve the outdoor furniture purchase not to exceed \$8,000; Ryan Parker seconded the motion. Motion passed unanimously.**

➤ Discuss and Vote on Technology Purchase in the amount of \$38,442 – Amy explained that this will give every single teacher an iPad plus one for Ms. Melissa. It will also provide every teacher middle school teacher and upper elementary teacher a ceiling mounted projector and the ones that we currently have on carts will graduate to the lower elementary. It also allows us to add another chrome book lab as well as mini labs for classes. This will get us to where we wanted to be technology wise this year before all of the budget cuts. This purchase will come out of the 2015-2016 budget. There was a brief discussion on computer use for teachers. **Steve Barnes made a motion to approve the technology purchase in the amount of \$38,442; Andrew Marx seconded the motion. Motion passed unanimously.**

➤ Ratify Board Members and Terms – Dan Galli reviewed the board members and their terms. Steve wanted to make sure that someone has contacted the people that submitted resumes for the open board position to inform them that is no longer open. **Ryan Parker made a motion to ratify the board members and their terms as follows:**

- **Linda Hume – June 2016**
- **Dan Galli – June 2017**
- **Andrew Marx – June 2017**
- **Ryan Parker – June 2018**
- **Steve Barnes – June 2018**

Steve Barnes seconded the motion. Motion passed unanimously.

➤ Discuss and Vote to Elect Board Officers – Dan opened up the floor for nominations for board officers. Brandon stated that Linda would like to step down from her officer position. After a brief discussion there was a motion made by Steve. **Steve Barnes made a motion to approve the board officers as follows:**

- **Dan Galli – President**
- **Steve Barnes – Vice President**
- **Ryan Parker – Financial Coordinator**
- **Andrew Marx – Secretary**

Ryan Parker seconded the motion. Motion passed unanimously.

6:54 PM – Steve Barnes made a motion to go 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); Andrew Marx seconded the motion. The votes were as follows:

Dan Galli – Aye

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Steve Barnes – Aye
Andrew Marx – Aye
Ryan Parker – Aye

Motion passed unanimously.

7:06 PM – Steve Barnes made a motion to exit the CLOSED SESSION; Andrew Marx seconded the motion. The votes were as follows:

Dan Galli – Aye
Steve Barnes – Aye
Andrew Marx – Aye
Ryan Parker – Aye

Motion passed unanimously.

BUSINESS ITEMS (Continued)

- *Discuss and Vote to Ratify Director and Employment Agreement* – There was no further discussion. **Steve Barnes made a motion to ratify Amy Pilkington as the Director and approve her 2015-2016 employment agreement with the modification that item five is removed. Ryan Parker seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- **Calendaring – Dan**
 - 2015-2016 Board Meeting Schedule – Dawn briefly reviewed the 2015-2016 board calendar which mirrored this year. Brandon added that the board may want to make a modification to the calendar to move towards meeting every other month if possible. There was discussion on the schedule. Dawn will send out calendar invites to everyone with the updated 2015-2016 board meeting schedule.
 - August Pre-Board Meeting – July 30th
 - Next Board Meeting & Retreat – August 10th
 - Appreciation & Thank You – Dan thanked the board for their volunteer time to the school to make MWMA the best Montessori school. He also thanked Amy for her time and efforts. The board presented the Amy with a card and bonus.

Amy Pilkington noticed that the amount on the technology purchase wasn't correct. The board packet had the correct amount. She asked if the motion could be amended.

Ryan Parker made a motion to amend the motion for the technology purchase in the amount of \$54,567. Steve Barnes seconded the motion. Motion passed unanimously.

7:23 PM – Steve Barnes made a motion to ADJOURN; Andrew Marx seconded the motion. Motion passed unanimously.

June Action Items:

1. Amend Amy's Director Employment Agreement and send out to get signatures – **Dawn**
2. Send out calendar invites for the 2015-2016 board meeting schedule – **Dawn**

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**Mountain West Montessori Academy
Closed Executive Board Meeting Affidavit
Tuesday, June 23, 2015**

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

Excused: Linda Hume

Others in Attendance: Brandon Fairbanks, Amy Pilkington, Dawn Kawaguchi

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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

8/10/15

Date

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