

**Montessori Academy**  
**Governing Board Committee**

**Meeting Minutes**

**Wednesday, September 21, 2016, 5:30 PM**

**6050 N Invergordon Rd, Paradise Valley, AZ 85253 Room 11**

1. Call to order
  - a. 5:32pm by Chairperson George Wood
  - b. Number 7 a moved out of order by George Wood: Wanda Wright, Executive Board Representative announced the appointment of Debra Berkey and Henri Cournand to the Advisory Council. George Wood moved to accept the nominations, Maegan Dixon seconded, passed unanimously. The Executive Board will submit their names to the ASBCS.
2. Record Member Attendance (roll-call or observed)
  - a. Voting Members: George Wood, Nick Toronto, Jennifer Dunn, Maegan Dixon, Debra Berkey , Jeffrey Trent; quorum present (6of 7)
  - b. Absent: Henri Cournand
  - c. Non-Voting Member(s) present: Wanda Wright(Executive Board Representative)
3. Initial Call for Public Comment on Agendized and Non-Agendized Items (two-minute limit per speaker/topic)
  - a. None
4. Acknowledgments/Introductions (Open Floor for Council Members)
  - a. Wanda Wright acknowledged the Principal for making all the work she does. Wanda is currently completing an internship in a traditional district school and the Principal does nothing compared to ours! The district personnel handle everything! Our staff steps in and completely takes care of the whole school. Nick Toronto loves the chalkboard doors. George Wood thanked Juli Newman and crew for all their hard work and dedication. Maegan Dixon also acknowledged the entire staff for their dedication and working together. All members appreciate the school and what they do for kids.
5. Old Business (actual visitation order to be determined by the Chair)
  - a. Review/Approval of July 2016 meeting minutes – Jeffery Trent moved to accept the July 13, 2016 minutes as amended, Jennifer Dunn seconded, passed 6-0. Amended: took off “Public Meeting Notice”.
  - b. Review/Approval of August 2016 meeting minutes – Jeffery Trent moved to accept the August 17, 2016 minutes as amended, Maegan Dixon seconded, passed 6-0. Amended: took off “Public Meeting Notice”.

- c. Status Check of Strategic Plan – Wanda Wright reported that, due to the renewal of the Charter, the Board should update the strategic plan. The plan should be for the next 3-5 years. She suggested a sub-committee. Discussion: The AC should solicit for two more members; in order to have a full Board to work on the plan. Ask the administration to put out a survey to all parents and stakeholders on the following areas: Facilities, Communication, Education, Community outreach/partnerships. The next meeting agenda will include a plan of action for developing a new strategic plan. On a side note. Once the AC is full, a secretary must be elected. (Juli Newman has offered her services until that election)
    - i. Review Progress on Three Key Goals – Administration
      - Wanda Wright on enrollment: need 3<sup>rd</sup>, 4<sup>th</sup>, and middle school students. Discussion on how to increase enrollment – Welcome Wagon, Directed/Focused neighborhoods, outreach events.
      - Juli Newman will ask for volunteers for a subcommittee to update the High School application. The goal is to submit paperwork to ASBCS by December. Once approved, the Executive Board and Governing Board will work together on the appropriate “opening” plan, based on finances, enrollment, and facilities.
  - d. Cameras- Maegan Dixon handed out and reviewed PV and Scottsdale Unified School District policies. They both have a broader look at cameras, internet, and Bullying/Harassment issues. Discussion: use both as a guideline for a new policy, must be broad enough to cover all school events and protect all students, yet, give the Principal authorization for disciplinary action as needed. Reviewed current policies in the handbook. Maegan Dixon moved to table the action on the policy to the next meeting, so she can take all the feedback into account and develop a concise statement. Jennifer Dunn seconded. Approved 6-0.
  - e. Trip Chaperones – Maegan Dixon and Juli Newman reported “no issues” from parents regarding the draft policy. Jennifer Dunn moved to accept the policy as written, striking the word draft. Maegan Dixon seconded. Approved 6-0.
6. New Business (actual visitation order to be determined by the Chair)
- a. Review status of near term events
    - i. Hometown Fair – October 22, 2-6pm is looking good. Lisa Brazkey is chairing event. Information will be on the website soon. The final planning meeting is on Thursday, September 22, 2016 at 4:00pm, at Juli Newman’s house. We are grilling and serving dinner to attract more volunteers. Prices will remain the same as last year. Nation Celebration is on November 18, 2016.
  - b. Previous discussion – full Board first, nominations for Secretary after.
  - c. Annual Financial Report – Juli Newman reported that the Accountant has not completed the AFR. It is due October 15, 2016. As soon as it is ready, Juli will email it to the members for review and hold a call in meeting for discussion and approval. Maegan Dixon moved to table, Nick Toronto seconded. Approved 6-0.

7. Executive Board Report
  - a. Appointments – previously discussed.
8. Final Call for Public Comment on Agendized and Non-Agendized Items (two-minute limit per speaker/topic)
  - i. None.
9. Set date for next School Governing Board Committee meeting. (typically 3rd Weds of a month)
  - a. George Wood reminded the council that the next scheduled AC meeting is October 26, 2016 at 5:30, and no further discussion is needed.
10. Adjournment
  - a. Nick Toronto offered a motion to adjourn. Debra Berkey seconded. Approved unanimously. Meeting adjourned at 6:55pm.

The next Advisory Council meeting will be held October 26, 2016 at 5:30pm at 6050 N Invergordon Rd, Paradise Valley, AZ 85253, in Room 11 or other such accommodations as may be appropriate. If members interested in attending desire telephone call-in information, please submit such request in writing to the Secretary at least 48 hours prior to the meeting time so that we may ensure a quorum, to the extent possible.

Submitted by Juli Newman, Interim Secretary Revision "A": September 26, 2016