

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

**Meeting Minutes**

**Wednesday, January 25, 2017, 5:30 PM**

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

1. Call to order
  - a. 5:40pm by Vice-Chairperson, Nicholas Toronto
2. Record Member Attendance (roll-call or observed)
  - a. Voting Members: Nicholas Toronto, Maegan Dixon, Debra Berkey , Jennifer Dunn, Kara Tustin: quorum present.
  - b. Absent: Henri Cournand, Dr. George Wood, Dr. Jeffery Trent
  - c. Non-Voting Member(s) present: Juli Newman(Executive Board Representative)
3. Initial Call for Public Comment on Agendized and Non-Agendized Items (two-minute limit per speaker/topic)
  - a. Nick Toronto expressed his delight with the Sr. Elementary Big Trips. The students going to Norfolk will be attending the Virginia Arts Tattoo where they will be able to see an exclusive ensemble of military bands. They will also see the play The Whiz and visit Williamsburg. The students going to Portland will have a day of hiking at the Gorge and Falls. Both trips will be educational and fun! The Middle School students will be going to New York!
4. Acknowledgments/Introductions – Maegan Dixon gave kudos to Nick Toronto for his support and dedication to the Sr. Elementary trips. Juli Newman acknowledged Jennifer Dunn for being an amazing mom and person – a role model of grace during her fight through cancer. Juli Newman announced, with regret, the loss of Bob Brown, the CEO of the school’s compliance agency.
5. Old Business (actual visitation order to be determined by the Chair)
  - a. Review/Approval of November 16, 2016 meeting minutes – Jennifer Dunn requested changes to approval of October minutes: Nick Toronto seconded vs. Henri Cournand. Maegan Dixon moved to accept the November 16, 2016 minutes as amended. Jennifer Dunn seconded. Approved 5-0.
  - b. Status Check of Strategic Plan – No sub-committee has been formed. Juli Newman reviewed the survey. She will add additional questions based on a discussion with the lead

teachers and send out to all parents on Friday. Discussion was had on developing a parent Facebook page that will be separate from the school's Facebook page. This may engage parents more and enhance volunteerism. Jennifer Dunn and Kara Tustin will head this project and have a proposal for this Board in February. Juli Newman discussed the gathering of information for facility projects at the school. Items such as upgrading the large pool, upgrading the sport court, increasing our gardens, and upgrading the information signs are being quoted to include the financing into a construction loan. The survey information and refinancing information will be used to start developing the new strategic plan. Juli Newman, with the assistance of the lead teachers is compiling a list of ongoing projects. The Annual meeting will summarize the state of the school.

- c. Advisory Council Involvement- Nick moved to table this discussion. Maegan Dixon seconded. Discussion revolved around the gathering of more information to use at the next meeting. Members will choose program level projects to be actively supportive and involved in. Approved 5-0.
- d. Events:
  - i. Tax Credit Drive: Juli Newman explained that, due to lack of volunteers, there is no Gala this year. Therefore, a push to raise 100K through the Tax Credit Drive was imperative. The Room Parents are helping to increase awareness in each classroom. Tree posters will be going up to show donors. The "thermometer" will be going up this week. Room Parents will have a table out this month to collect tax credits. Emails will continue to go out to parents. Nick suggested sending information to past students and looking into matching fund possibilities. Juli Newman will do this. The new Facebook page may highlight "What we can do when we work together" as we raise the funds. Debra Berkey added that the wording should be different and catchy – Invest now and reap the benefits on your taxes, as an example.
  - ii. Field Day: This is for students K-8 on February 3<sup>rd</sup>. We usually have plenty of volunteers. Maegan Dixon suggested to have individual cards for the students to encourage participation and personal accomplishments. School Spirit and School Choice Day is the same day. Students and Faculty are encouraged to wear school spirit wear or college sports wear. Jennifer Dunn asked if the Mountain Lion shirts will be available for this day. Juli Newman will check on this.
  - iii. Science Fair: Debra Berkey and Maegan Dixon explained Science Fair for K-8<sup>th</sup> grade students on March 1<sup>st</sup>. They have some awesome parents in different fields of science that are starting to volunteer as judges. Discussion was had regarding additional competitive events for our students. Nick Toronto mentioned debate and speech contests, as well as, an Economic Bowl. Debra Berkey suggested creating a file for state competitions. All discussed and agreed this would be great to encourage individual student interests and create partnerships.

6. New Business (actual visitation order to be determined by the Chair)
  - a. Juli Newman explained that the state decreased state equalization in January by just over \$16,000. Tax credits and grants received have helped us to compensate. The school remains financially stable. The school is in open enrollment. Fourth grade has a waiting list. Many of our returning parents are in the open enrollment process due to late return of their enrollment packets. The Annual Meeting will be posted for March 22, 2017.
7. Executive Board Report:
  - a. Financial Update: Juli previously completed.
  - b. Appointments to the Advisory Committee
    - i. None - The Executive Board is accepting resumes at this time for one open position.
8. Final Call for Public Comment on Agendized and Non-Agendized Items (two-minute limit per speaker/topic)
  - a. None
9. Set date for next School Governing Board Committee meeting. (typically 3rd Weds of a month)
  - a. Nick Toronto suggested that although the next scheduled meeting is in less than a month, this Board should take advantage of the excellent meeting we had tonight and the synergy and keep the next scheduled AC meeting as February 15, 2017 at 5:30. All agreed and no further discussion is needed.
10. Adjournment
  - a. Nick Toronto moved to adjourn. Debra Berkey seconded. Approved unanimously. Meeting adjourned at 6:35pm.

The next Advisory Council meeting will be held February 15, 2017 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": January 26, 2017