

School Governing Board Committee

(aka *Advisory Council*)

Draft Minutes

Wednesday, June 28, 2017, 5:30pm

6050 N Invergordon Rd., Paradise Valley, AZ 85253

Pursuant to A.R.S. 38-431.02, notice is hereby given to members of the Montessori Academy Charter School that the School Governing Board Committee's irregularly scheduled meeting is open to the public on Wednesday, June 28, 2017, 6050 N Invergordon Rd., Paradise Valley, AZ 85253.

1. Call to Order at 5:33 by George Wood.
2. Record Member Attendance – Kara Tustin (by phone), Jennifer Dunn, George Wood, Nicholas Toronto, and Debra Berkey. Executive Board Member – Krista Cross. Public was present (2). Maieta Choromanski-Clark (member candidate) was asked to act as Secretary for the meeting.
3. Acknowledgments/Introductions – Krista Cross acknowledged the Board Members that participated in the initial strategic planning workshop and everyone in attendance for this meeting.
4. Old Business
 - a. George Wood moved to approve the May 17, 2017 minutes as written, Debra Berkey seconded. Approved 5:0.
 - b. Debra Berkey moved to approve the June 17, 2017 minutes as corrected, Jennifer Dunn seconded. Approved 5:0.
5. New Business
 - a. Strategic Planning: The Strategic Plan meeting at Mrs. Newman's home on June 17th was attended by Parents, teachers, and board members sharing their thoughts on SWOT. The analysis was distributed and reviewed. It will be further refined at the next planning session, which is slated for July 8^t, at Juli Newman's home : It is two meetings- a Room Parent/Hometown fair meeting from 9-10:30 followed immediately by a Strategic Planning Meeting from 10:30 to Noon. There are no benchmarks yet, and all comments are welcome so the list may be revised, and improved upon. Mrs. Cross noted the Executive Board added several additional items. Several items on the list will be completed within the next 3 months. Debra Berkey discussed incorporating portions of the plan into Board Member responsibilities. Ms. Cross added that there will be "bottom line" people/groups for each item.
 - b. Budget FY 18: Ms. Cross presented the Proposed Budget, prepared by Juli Newman and the accountant based on predetermined allocations/formulas from the state. Certain aspects of the budget are non-negotiable. IDEA and Title I/II funds have not been allocated yet. The amounts will change slightly upon accurate numbers and accountant

approval. The Adopted Budget will be available on the July 8th meeting and must be approved and submitted by July 14, 2017. Jennifer Dunn inquired why the Special Education budget had a significant increase. Krista Cross explained that there are specific confidential increases.

- c. Krista Cross reviewed the upcoming calendar. There is a Room Parent Meeting on July 8th from 9-10:30, followed by a strategic planning meeting from 10:30-noon. Parent Orientation will be held on August 8th, from 3-5, with an Administrative meeting at Town Hall for an hour and a teacher meeting in the classroom for an hour. The Gala is set for April 7, 2018. We NEED a parent to Chair this event. WE need to have this event this year. What do we need to do to have a parent(s) commit to this endeavor? Mrs. Clark mentioned perhaps Maegan Dixon would like to chair? And, there is a new Parent with event planning listed on her parent questionnaire log. Nicholas Toronto inquired about a BLUEPRINT, standard written formula for the GALA that will make this new chair have an easier go of organizing the event? He stated it would be nice not to reinvent the wheel, and to contact the previous chair. Debra Berkey stated that many things have changed; however, we do still have many contacts with which to pull from. Specifics are needed. Administration has their own responsibilities and we really need this headed up by parents, with the occasional progress report to Administration.

6. Executive Board Report – Krista Cross

- a. Two candidates have been interviewed. Two more have expressed interest.
- b. The end of July meeting (1st meeting of the fiscal year) will be when the Executive Board announces appointments and the Council can vote on officers. There is a 3-year commitment for the appointment. Members can stay on longer, if they are effective and bring purpose to the committee.
- c. Refinance update: Juli Newman will be touring investors on Friday, June 30th. We are “re-bonding” the initial bonds. Conventional refinancing is difficult due to the pools and charters are not tradition real estate. Since, Montessori Academy has a renewed 20-year charter and is in good standing, it is a good time to look for a lower bond rate. The key is to lower the \$40,000 monthly payment and increase cash flow. It is scheduled to be completed by the end of August. The Executive Board handles this process. Montessori Academy, Inc. is the charter holder, and holds the deed. Juli Newman and Krista Cross are the Charter Representative for the Charter.

7. Call to the public:

- a. Mr. Taylor inquired about Teacher Salaries. Krista Cross informed him that teachers receive a raise between 2% and 4% each year, depending on specific

markers they reach, degree, level of education, etc. She also mentioned the minimum wage increase and a change made stating that for every 30 hours worked, 1 hour of P.T.O must be given. Lead teachers have a minimum of 5 sick days given and are effectively given 6 weeks of P.T.O. for all of the various MLK, JR, Veteran's Day, October, November, December, and March breaks respectively. 301 monies were also mentioned. Lead teachers reaching specific goals receive these funds in the form of a bonus.

- b. Nicholas Toronto spoke highly of the administration due to the longevity of the teachers. Mr. Taylor agreed the retention was excellent. Krista Cross thanked them. Krista Cross announced that Ms. Corbin is taking on additional duties as the Vice Principal, In Actu, to relieve some of the extra duties Ms. Newman has taken on. Mr. Taylor felt she was an excellent choice.
- c. Final statements reminding all of the Strategic Planning meeting July 8th, the signing of the budget on the 14th, and the official meeting on July 26th.

8. Adjournment – 6:30pm

The next REGULAR Advisory Council meeting will be held July 26, 2017, 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 Maieta Clark, Acting Secretary, June 29, 2017.