

**School Governing Board Committee**

**(aka *Advisory Council*)**

**Draft Minutes**

**Wednesday, August 30, 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, August 30, 2017, 6050 N Invergordon Rd., Paradise Valley, AZ 85253.**

1. Call to Order at 5:37 by George Wood.
2. Record Member Attendance – Kara Tustin, Jennifer Dunn, George Wood, Nicholas Toronto, Debra Berkey, Henri Cournand, Maegan Dixon (by phone), Jeffery Trent, and Maieta Clark (new appointee). Executive Board Member – Juli Newman and Krista Cross. Public was present (2).
3. Initial call to public – Nick Toronto commented on a non-agendized item. The Gala meeting was not successful – only one response. He is going to call another meeting on campus in September.
4. Acknowledgments/Introductions – Kara Tustin acknowledged the school staff for being very responsive and effective.
5. Old Business ( Juli Newman conducted this meeting due to out of order items and Executive Board Presentations)
  - a. Juli Newman reviewed the Adopted Budget. George Wood moved to ratify the positive vote of 7-14-17 to approve the FY18 Adopted Budget. Maegan Dixon seconded. Approved 9-0.
  - b. Juli Newman reported that there was little movement on the strategic planning process. However, there has been work on the Technology Plan, which is a portion of the larger plan. The IT Team resigned in August. Administration has interviewed several companies and will be deciding on one shortly. It has come to light that our last Tech Plan was completed in 2013, thus a new one has been started. An assessment of our internet security and infrastructure has been done and some upgrades are being planned. An Educational Technology Committee is also be assembled to help complete a 3 – 5 year plan.
6. New Business
  - a. Governing Board offices were discussed. George Wood was thanked for his service as Chairperson. Nick Toronto was thanked for his service as Vice Chairperson. Kara Tustin and Jennifer Dunn were nominated for Chairperson. They accepted the nominations. Through discussion they stated that instead of a Vice Chairperson, they would like to have Co-Chairpersons. Henri Cournand

moved to elect Kara Tustin and Jennifer Dunn as Co-Chairpersons. Dr. Trent seconded. Approved 9-0. Maieta Clark was nominated for Secretary. She accepted the nomination. Henri Cournand moved to elect Maieta Clark as Secretary. Debra Berkey seconded. Approved 9-0.

- b. Technology Plan was discussed during the strategic plan update.
  - c. Krista Cross reviewed the upcoming calendar. The Hometown Fair is coming along. Ticket sales begin October 1<sup>st</sup>. She also explained the Timeline of Life Parade and Nation Celebration. All major events are on the calendar. Maieta Clark brought a beautiful brochure for the members to review regarding a Brick Laying Campaign. All liked the fundraiser. The Board continues to look for fundraisers that will not tax our parents, which will bring in community, and hold true to our vision and mission. Recycling and other passive income ideas were discussed. Reaching out to Montessori Academy and Camelback Desert alumni was discussed.
7. Executive Board Report – Juli Newman – (These items were addressed first in the meeting)
- a. Maieta Clark was appointed to the School’s Governing Board. Maegan Dixon moved to accept the appointment. George Wood seconded. Approved 9-0.
  - b. Juli Newman reviewed the 3-year minimum term commitment and responsibilities of the Governing Board Members. She asked if anyone would like to remove themselves from their appointment. All members’ commitment to the service. Juli Newman will work with the new Secretary to update all the Governing Board Notebooks by the next meeting.
  - c. Refinance update: Due diligence is being processed. The refinancing is scheduled to close in October 2017.
8. Call to the public:
- a. A discussion regarding grant writing was had. Juli Newman will bring information she has to the next meeting and the Board will work on a grant writing plan.
9. Adjournment 6:30pm – Henri Cournand moved to adjourn. Debra Berkey seconded. Approved 9-0

The next REGULAR Advisory Council meeting will be held September 27, 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 Juli Newman, Acting Secretary, August 31, 2017.