



Board Meeting Minutes
DESERT SKY MONTESSORI SCHOOL
150 NE Bend River Mall, Suite 260 - Bend, OR 97703
August 13, 2018

Sam called the meeting to order at 6:03 pm.

In attendance: Grant Martin, Shauna Michaels, Sam Pierce, Jolisa Sheridan and Shawna Smith

Also present: Iris Maria Chavez, Jason Sexton and Bradley Smith

No open forum items were introduced.

2018.08.13.01 Grant moves to approve the minutes of the July 9, 2018 meeting. Shauna seconds. The minutes are approved by a unanimous vote.

BUSINESS

A. Head of School Report

- a. Charter Alliance - Guest Speaker Iris Chávez, Managing Partner. The Charter Alliance is a coalition of 7 community-based charter schools around the state. Primarily legislative policy & advocacy work. Also expertise and information sharing among partner schools. Fees will be based on an enrollment tier structure, and then will move to per-student. Schools under 300 students will pay \$2400. Also looking for philanthropic grants. Anticipate roll-out in early September. Jodie will keep us in the loop.
- b. Enrollment - All of K is enrolled.
- c. Staffing - We are nearly fully staffed after contracts are signed. Need an aftercare assistant and some administrative support.
- d. ODE visited recently, and we received high marks. Asked us to add two Conflict of Interest policies.

2018.08.13.02 Shauna moves to adopt the Equal Opportunity Policy. Shawna seconds. Policy is adopted by a unanimous vote.

2018.08.13.03 Jo moves to adopt the Non-Discrimination Policy. Shauna seconds. Policy is adopted by a unanimous vote.

2018.08.13.04 Shawna moves to adopt the Staff Conflict of Interest Policy. Grant seconds. Policy is adopted by a unanimous vote.

2018.08.13.05 Grant moves to adopt the Board Conflict of Interest Policy. Shauna seconds. Policy is adopted by a unanimous vote.

- e. Grievance policy tabled until September.

B. Business Director Report

- a. Facilities Update - Julia gave an update on the lease for Scenic Drive, and permits that are in process. The board thanks Julia for all of her work getting this new site ready.
- b. Preschool/DSMP Update - Articles of Incorporation were filed for formation of DSMP entity today.

2018.08.13.06 Shawna moves to appoint Sam Pierce to DSMP board. Grant seconds. Sam abstains. Sam is appointed to DSMP board by a unanimous vote.

2018.08.13.07 Jo moves to appoint Shawna Smith to DSMP board. Grant seconds. Shawna abstains. Shawna is appointed to DSMP board by a unanimous vote.

- 2018.08.13.08 Grant moves to appoint Brad Smith to DSMP board. Jo seconds. Brad is appointed to DSMP board by a unanimous vote.
- 2018.08.13.09 Shawna moves to appoint Jason Sexton to DSMP. Shauna seconds. Jason is appointed to DSMP board by a unanimous vote.

The first DSMP board meeting will be on Monday, September 10.

- c. Budget/Financials Update - ADM funds provided a small windfall. Julia has year-end finances done. They are at the CPA. Looking into a loan to purchase an activity vehicle, putting \$10,000 down and borrowing \$15,000.

- 2018.08.13.10 Shawna moves to allow the Business Director to initiate an application for an auto loan through OnPoint Community Credit Union for an amount not to exceed \$15,000 for the purpose of purchasing a van/activity vehicle. Shauna seconds. The motion passes by a unanimous vote.

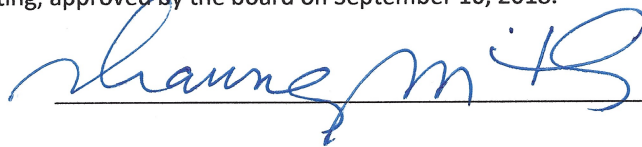
C. President Report

- a. Board Retreat will be on October 13.

The meeting was adjourned at 7:50 pm.

Certification of Secretary

I hereby certify that these are a true and correct copy of the minutes of the August 13, 2018 Desert Sky Montessori board meeting, approved by the board on September 10, 2018.

A handwritten signature in blue ink, appearing to read "Shauna Smith", is written over a horizontal line.