

Board Meeting Minutes
DESERT SKY MONTESSORI SCHOOL

February 12th 2018



The meeting was **CALLED TO ORDER** at 6:03 pm by Shauna Michaels.

IN ATTENDANCE: Shauna Michaels, Jolisa Sheridan, Shawna Smith, Debra Wollesen

ABSENT: None

ALSO PRESENT: Elvin Smith, Pilar Thomas, Lisa Maruna, Avara Roberts, Pascoline Ocana

OPEN FORUM: None

BUSINESS

A. Business Manager Report

- a. Discussed budget update.
- b. 1099's from 2016 to be filed late.
- c. CPA update. Working with a new CPA. Some adjustments in report format will delay finalization of financials.
- d. Implementation/Purchasing updates.
- e. School Email Accounts will be maintained for non-board members on a case-by-case basis for operational reasons, as determined by Head of School and Business Manager.
- f. Immunizations are up-to-date.
- g. Facilities Update - Several possible sites being considered for expansion.

B. Head of School Report:

- a. Enrollments for 18/19 are looking good. Expect to reach 106 students in the coming week. Could finish the school year with 108.
- b. Information Sessions/ Lottery - 31 applications so far.
- c. Teacher Assessments ongoing.
- d. HDESD evaluation - areas to be evaluated are Staff, Curriculum, Discrimination, Registration, Site Evaluation, Tuition & Fees, Contract, Expenditure, Achievement of Standards, and Attendance.
- e. Playground Update - Taking first plan to PCA.
- f. PCA update - Meeting 2/13.
- g. Seclusion and Restraint Policy - Tabled until March.

C. Board President Report

- a. Board Membership - Bonnie Walker has resigned from the board.
- b. Grants - With Bonnie's resignation, will need additional people attending to grant applications.
- c. Website/Social Media - It may soon be time to accept bids for a paid social media manager.

D. Board Retreat

- a. Mission: *DSM provides all children an environment for joyful exploration that fosters self-discovery and a life-long love of learning.*
- b. Vision: *Students empowered to share their unique gifts with the world.*

E. Deborah steps down from marketing. Need a new person to focus on this. Perhaps this can be combined with the Social Media Manager.

AFFAIRS

- 2018.02.12.01 Shawna moves to approve minutes of the January 8, 2018 board meeting. Debra seconds. Minutes of January 8, 2018 meeting are unanimously approved.
- 2018.02.12.02 Shawna moves to approve mission & vision. Jolisa seconds. Mission & Vision unanimously approved.
- 2018.02.12.03 Debra moves to vote Elvin Smith onto the board. Jolisa seconds. Elvin Smith unanimously voted onto the board.
- 2018.02.12.04 Elvin moves to vote Debra Wollesen Treasurer of the board. Shawna seconds. Debra abstains. Debra Wollesen voted Treasurer of the board.
- 2018.02.12.05 Jolisa moves to remove Bonnie Walker from all OnPoint Community Credit Union accounts. Debra seconds. Motion passes by unanimous vote.
- 2018.02.12.06 Shawna moves to add Debra Wollesen to all of the OnPoint Community Credit Union accounts. Jolisa seconds. Debra abstains. Motion passes by unanimous vote.
- 2018.02.12.07 Jolisa moves to appoint Debra Wollesen to approve new vendors. Shawna seconds. Debra abstains. Motion passes by unanimous vote.
- 2018.02.12.08 Elvin moves to appoint Jolisa Sheridan as Chair of the Fundraising Committee. Debra seconds. Jolisa abstains. Motion passes by unanimous vote.
- 2018.02.12.09 Shawna moves to approve No Toys at School policy. Jolisa seconds. Elvin abstains. No Toys at School policy is approved by unanimous vote.



ANNOUNCEMENTS

- A. The next board meeting will be held on March 12th, 2018 from 6:00-8:00 pm.
 - a. Shawna will be absent.
- B. Sunriver Brewing fundraiser is February 20th 4 pm to close.

The meeting is **ADJOURNED** at 7:07 pm.

Certification of Secretary

I hereby certify that these are a true and correct copy of the minutes of the Desert Sky Montessori board meeting on February 12, 2018, as adopted by the Board on March 12, 2018.

A handwritten signature in cursive script that reads "Shawna Smith".