

**First State Montessori Academy**

Monday, February 11, 2014

Location: Brandywine Hundred Library

**Board Meeting – Executive Session**

**Time: 6:30 p.m.**

Agenda:

- I. Call to Order/ Approval of Agenda
- II. Topics to be discussed:
  - a. Modification Update - Courtney
  - b. Legal Issue Update – Katie
  - c. Tax Status Update - Courtney
  - d. Personnel Committee/ Hiring Protocol – Board Vote
  - e. Renovation Committee Update – Sean

## Founding Board Meeting – Public Session

Time 7:30 p.m.

**In Attendance: Courtney Fox, Gregg Moist, Sean Boyd, Yvonne Nass, Corey Lamborn, Jessie Keith, Laura Messinger, Hunter Clarke-Fields, Erin Carroll, Beth Carter, Heather Townsend**

**Absent: Katie McCormick, Mike Leventry, Veena Rao, Gina Castelli**

Minutes:

- I. Approval of January Minutes
- II. Committee reports:
  - a. Enrollment Report (Jessie)

All grades except for 4<sup>th</sup> are fully enrolled (pending LOIs). There are currently 4 available spots left in 4<sup>th</sup> grade. Interested families with students in 2<sup>nd</sup> through 6<sup>th</sup> grade should still be encouraged to submit applications in case not everyone turns in their LOI.
  - b. Second Lottery (Courtney and Katie)

Because one name was inadvertently omitted in determining the first 6 positions on the waiting list for kindergarten, those 6 names need to be redrawn. The names were drawn in the following order:

    - 1 – Colton Woo
    - 2 – Lorenzo Galasso
    - 3 – Dylan Walker
    - 4 – Abigail Gruswitz
    - 5 – Kylel Foster
    - 6 – Gavin Booth

All other names on the waiting list will be moved back by 1 (7 to 8, 8 to 9, etc)
  - c. Fundraising Committee Update (Hunter and Mike)

The initial fundraisers will be focused on adult events so we don't disrupt children with their current schools. As we move toward and through summer, activities/fundraisers will be more focused on children to get them involved. On April 6 (2-5pm), a library fundraiser will be held (winetasting event at Deerfield Country Club in Newark).  
There is discussion around building a 3D version of our logo and families or other contributors will have an opportunity to donate (different size leaves at different donation levels).  
A book drive is being planned for June

A 5K (most likely along the riverfront) is being planned for August  
Other back to school/meet and greet events will be planned unrelated to fundraising as well.

d. Staff and Family Open House - Event Details (Courtney)

Our open house will be held on February 22.

The staff portion will be held from 10-11am and the student portion will be held from 12-3.

Families are encouraged to come by grade level to keep the crowds down as much as possible as follows:

12-1: grades 4-6

1-2: grades 2-3

2-3: grades K-1

e. Upcoming Events and Dates

2/13: monthly mtg with DOE financial advisor (Courtney, Sean, and Gregg)

2/18: business manager/school leader training (Courtney)

2/22: open house

2/27: charter school leader monthly mtg (Courtney)

3/10: March board mtg

III. Public Comment

Dress code? No

Hours of school day? 8:15-3:15

Aftercare? We're still researching options (possibly work with YMCA, CEB if we can't do it at FSMA)

Will siblings be separated? Yes

When will families on waiting lists be notified of updated status? By mid-March

Will families be notified that their LOI was received? No, but follow-up phone calls will be made to those families who did not submit their LOI

Electives? Art, music, library/tech, PE

Languages? Perhaps as an afterschool option, we're looking into it

Technology in classrooms? At least 2 computers per classroom, will be used as a supplement but not a focus of the classroom.

IV. Adjourn meeting