



First State Montessori Academy

Public Board Meeting

Thursday, June 25, 2015

Call to Order: 6:41 p.m. by Chris Graham

Adjournment: 7:28 p.m. by Chris Graham

Present: Maribeth Low, Courtney Fox, Beth Carter, Erin Carroll, Heather Townsend, Yvonne Nass, Chanda Gilmore, Angela Angeny, Chris Graham, Jed Donahue, Kyara Panula, Kristen Chastain

Absent: Gina Castelli, Zeke Allinson, Jessie Keith

- I. Chris moved to approve May Minutes and was seconded by Yvonne. May minutes approved.
- II. Reports/Recommendations
 - a. Governance
 - i. DANA will attend tonight's executive session for preliminary work for board retreat on Saturday. Modifications were made to the DANA proposal for the amount of services rendered.
 - ii. The FSMA BOD has accepted the plan to participate in a Strategy Planning event facilitated by DANA to discuss the needs and future of the school and establish SMART goals.
 - b. Finance
 - i. July 1 is the end of FSMA's fiscal year.
 - ii. Collected 100 percent of revenue; expenses are still not caught up to that at 77 percent. Salaries are lower because have to account for summer pay which is put aside. Same for benefits.
 - iii. When received performance grant for renovations suppose to get in April last year, paid renovations out of personal account and had to reimburse our accounts. Paying back renovations from different account.
 - iv. Budget on target, no contingency funds spent.
 - v. \$73,000 in contingency fund
 - vi. \$257,000 surplus in year one
 - c. Head of School
 - i. Maribeth presented TELL survey results. Survey went out to parents and teachers asking about opinions/perceptions of FSMA, student relations,

diversity, and expectations. FSMA did really well so now looking at how to maintain positive review flow for next year.

- ii. Received \$5,000 grant from Laffey-McHugh Foundation for teacher training.
- iii. Preliminary Audit conducted with zero red flags; follow-up scheduled in August.
- iv. Personnel updates:
 - 1. Two part-time secretaries hired
 - 2. Facilities manger started June 22
 - 3. Applicants for the 2/3 position have been narrowed down to two candidates, both of who are Montessori certified.
- d. Development
 - i. Committee has drafted thank you letters to families and foundations and is identifying prospects for possible grants.
- e. Academic
 - i. Still identifying roles and purpose in order to make sure committee is a driving force for the academic excellence.
 - ii. Waiting for Smarter Balance scores due at the end of August to see where the committee is needed
 - iii. Researching other public Montessori schools to visit.

III. Unfinished Business

- a. Teacher reps. need to send bios and new photo to Courtney ASAP. Web site needs to be updated with minutes, board bios and removal of certain board members.

IV. No New Business