



# First State Montessori Academy

## **Public Session Meeting**

**Thursday, August 27, 2015**

Call to Order: 6:32 p.m. by Yvonne Ness

Adjournment: 7:25 p.m. by Yvonne Ness

**Present:** Courtney Fox, Beth Carter, Heather Townsend, Yvonne Nass, Chanda Gilmore, Zeke Allinson, Angela Angeny, Chris Graham, Jed Donahue, Kyara Panula, Kristen Chastain

**Absent:** Jessie Keith, Gina Castelli, Erin Carroll,

Yvonne Nass called meeting to order at 6:41p.m.

## **Minutes of Previous Meeting**

Approved with the corrected spelling of Kyara Panula name.

## **Committee Reports**

**Academic Excellence:** Heather Townsend stated that the committee is working to create SMART goals and will be redefining those goals over next couple of months. Courtney Fox stated that the school received SMARTER results but can't compare scores to other schools to see where we fall. Past year was about setting baselines. Discussion ensued around 4/5/6 retention and family engagement.

**Governance Committee:** Board will be submitting one evaluation to DANA based on the training received. Yvonne Nass, Zeke Allinson, Courtney Fox and Beth Carter went to a presentation by DANA at Newark Charter. Beth Carter spoke about importance of staying in contact with our legislators and letting them know about the importance of charter schools. Courtney Fox noted that there is a lot of legislation around education, specifically around charters and many bills brought to the floor impact funding to them. Discussion ensued around this topic with Courtney Fox stating that the development committee can discuss this since it is working on outreach. Beth Carter asked board members to sign up for the board and parent additions of Delaware Charter School Network's newsletter, The Ripple.

**Finance Committee:** Zeke Allinson stated that the finance is in good shape and that the school has received over half of its anticipated revenue. Recommendation from Innovative Schools that we adopt a preliminary budget instead of changing it which Zeke agreed with. Since we asked Innovative Schools to provide us with state generated reports and tie these reports to it, they spend ½ hour more each month that has to be billed to us. Zeke Allinson and CBOC members DaWayne Sims and Will Chastian attended CBOC financial training. Zeke moved to adopt the

financial report and put it on FSMA's web site. Heather Townsend seconded and the report was approved.

***Development Committee:*** Jed Donahue reported that the committee did not meet this month, but he and Courtney Fox met with a consultant to help determine committee priorities. Kyara Panula will send out a letter about why annual fund will help the school as a first step to creating an annual fund and she and Jessie Keith are working on a fall donor event.

***Head of School Report:*** Courtney Fox reported that the teachers had four days of in-service before classes start. Kristen Chastain said that what was most helpful about it was the discussion around assessment and knowing what assessments need to be given ahead of time. She also noted the benefits of attending the responsive classroom trainings. The school hired a new part-time secretary

### **New Business**

***Student Retention:*** Courtney Fox presented information around student retention and the loss of students at the upper grades (4/5/6). Noted that students in fifth grade were leaving to go to a middle school program or schools that were k12. Discussion around this issue ensued. Board discussed creating an ad hoc committee under Academic Excellence to look at student retention and provide creative solutions. Jed Donahue motioned for Angela Angeny to chair the ad hoc committee and Heather Townsend seconded this. Motioned passed. A formal title for the committee will be decided.

***Board Meetings:*** The FSMA board will meet the second week in December (Thursday, December 10), which will serve as the November and December board meetings since both the November and December meeting dates fall on holidays.

Yvonne Nass adjourned the meeting at 8:25 p.m.

Respectfully Submitted by Chanda Gilmore, Secretary