



First State Montessori Academy

Public Session Meeting

Thursday, February 25, 2016

Present: Zeke Allinson, Angela Angeny, Beth Carter, Gina Castelli, Jed Donohue, Courtney Fox, Yvonne Nass, Kyara Panula, Kristen Chastain, Erin Carrol

Absent: Chanda Gilmore, Chris Graham

Yvonne Nass called meeting to order at 6:34 p.m.

Minutes of Previous Meeting

Yvonne Nass motioned to approve the minutes from BOD meeting on Thursday, January 28, 2016. Courtney Fox recommended to make corrections to spelling and grammar in the Finance committee report, and Beth Carter recommended an addition to the Exploring Expansion Committee: changing "several board members" to specific names. These names are Kristen Chastain, Angela Angeny and Yvonne Nass. Angela Angeny recommended that we clarify the language around projected expansion and the respective grades. Those clarifications are: 2016-2017, add k/1 classrooms and move 4/5/6 to new building; 2017-2018, add 7th grade; 2018-2019, add 8th grade. Beth Carter made a motion to accept corrections, and Gina Castelli seconded the motion.

Committee Reports

Head of School:

Courtney Fox highlighted a few points from her Head of School report. She also asked that the board review and approve the proposed 2016-2017 School Calendar. Kristen Chastain asked about new teacher in-service days, and why they were half-day. Courtney Fox answered that it is more for community building and for the teachers to feel comfortable in their surrounds. Courtney Fox also noted that FSMA families have asked her to review the consideration of holidays for certain religious groups. When factoring in the largest religious population, Jewish students constitute 4% of the FSMA student body, totaling 13 children. As a reflection on the importance of various religious holidays, while the school will not close, Courtney Fox agreed to make respective holidays an excused absence for observers. Calendar will be submitted for approval. Kyara Panula made a motion to approve the proposed calendar, and Gina Castelli seconded the motion.

Finance:

Zeke Allinson reported that the FY16 budget is on target and consistent. Adjustments from the last meeting were updated. The web report has been updated to reflect changes. The

revenue portion has been added to the current report, as well as appropriate financial codes. Zeke mentioned that the surplus column was added to the report, and is a more meaningful, active number. FSMA is currently 58% through their academic year, and has received 93% of funding, while spending 52%. Some obligated percentages are running higher than expected, specifically the Utilities (HVAC) and Textbooks (buying in bulk), but do not impact final numbers. Overall, the big picture is sound. Courtney Fox mentioned that the state is still in the process of reviewing FSMA's pension fund. Funds are already allocated for such measures when the state does finally approve. She also stated that we continue to be in good hands with oversight, with not only Innovative Schools overseeing the reports, but the state representative as well as the CBOC. Jed Donahue made a motion to approve the report, and Kristen seconded the motion.

Governance:

Erin Carrol brought up the need for committees to agree on minutes before submitting to the chair for approval. This is necessary to maintain consistency and establish a protocol for all committees, regardless of their meeting structure and record keeping. Zeke Allinson suggested that perhaps a ubiquitous approval was not necessary, though the board agreed to obtain a consensus amongst committee members before any report is sent to the chair as proposed meeting agenda. Erin Carrol motioned to accept this new language, and Angela Angeny seconded the motion.

As a second matter of business, Erin Carrol shared the research that she and Yvonne did on new candidates and elections at the Annual Meeting. The board agreed to cast net wide for new members, with board capacity capping at 17 members. The four executive positions will be open for election, and any current BOD member may chose to run for officer roles. Also, during the Annual BOD meeting in April, we will welcome new members from the elections held in March. Courtney Fox offered the notion of having strength in legacy board members, ie those that have been on the board since its inception.

The last topic introduced was the BOD retreat, scheduled for a half-day on a Saturday in May. Though there is no facilitator as of yet, the agenda will be appropriately ambitious and focus on BOD team building as well as an informal meet-and-greet for new members. The goal for this retreat is to encourage honesty as well as accountability, and the success of FSMA's board is critical to all movement in the future. Erin Carrol motioned to accept this new language, and Angela Angeny seconded the motion.

Expansion:

Angela Angeny reported that FSMA is now at the final stages of CSAC modifications, with the last chance for public comment occurring on March 7th, 2016 at 5pm. Previously, Courtney Fox, Liz Madden, Yvonne Nass and Angela Angeny travelled to Dover for a CSAC meeting on February 22, 2016, and received a motion to approve FSMA's proposal as well as a motion to continue the modification process. Courtney Fox asked for board members to attend the final hearing and offer their support. Courtney Fox provided two documents that were distributed at the last CSAC meeting, including a draft of FSMA's implementation plan and an overview of proposed 7th/8th grade curriculum. Angela Angeny commented that we have come so far, and

can finish strong in the weeks ahead. Beth Carter made a motion to approve the report. Kristen Chastain seconded the motion.

Unfinished Business

Franchise Taxes: Forms are currently being completed by Zeke Allinson.

New Business

No new business.

Yvonne Nass adjourned the meeting at 8:17 pm.

Respectfully Submitted by Kyara Panula, Parent Director