



# First State Montessori Academy

## **Public Session Meeting Thursday, April 28, 2016**

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

**Absent:** Zeke Allinson and Chanda Gilmore

Yvonne Nass called the meeting to order at 7:04 p.m.

### **Minutes of Previous Meeting**

Beth Carter recommended two changes to the March minutes from the BOD meeting on Thursday, March 24, 2016. Erin Carroll was absent for the March meeting but was listed as present. Beth also suggested that we add more detail about the BOD annual retreat to the minutes. Gina Castelli motioned to approve the minutes with the changes. Kyara Panula seconded the motion. The motion passed.

### **Committee Reports**

#### ***Finance:***

Courtney Fox gave the monthly finance report. We can anticipate approximately \$197,000 in under spending. Courtney reiterated that we were over in real estate taxes and medical services. Real estate taxes are over budget due to a clerical error made by Innovative Schools, which they will be reimbursing us for. Medical Related Services are over budget due to special education services required by IEP's.

#### ***Governance:***

Beth Carter made a recommendation on behalf of The Governance Committee to accept the addition of the following At-Large Directors to the Board pending background checks: Kyara Panula, DaWayne Sims, and Ryan Connell. There was also a recommendation to accept the addition of Meala Duckworth to the Board as a Parent Director. This recommendation was also made pending a background check. Gina Castelli motioned to accept Kyara Panula, DaWayne Sims, and Ryan Connell as At-Large Directors, and Meala Duckworth as a Parent Director. Beth Carter seconded the motion. The motion passed.

***Development:***

Jed Donohue reported that our need for financial contributions is much greater now since we will be expanding operations to 920 N. French St. The Development Committee is actively seeking grants. Jed requested BOD members to send any grant information to him. The Development Committee wants to support BOD members with funding conversations, so they will send out talking points that can be used when speaking with potential donors.

***Head of School Report:***

Courtney Fox shared personnel updates, which included information about the Nursing, Office Staff, and Specialist Models. Courtney also reported that a Tech Plan to include 920 N. French St. had been created. Cleaning, insurance, transportation and food contracts are also being negotiated to include 920 N. French St.

**Unfinished Business**

No unfinished business.

**New Business**

No new business.

The meeting was adjourned at 7:36 p.m. Gina Castelli motioned to adjourn the meeting. Angela Angeny seconded the motion.

Respectfully submitted by Kristen Chastain