



First State Montessori Academy

Board of Directors Meeting Minutes

Meeting Date: October 26, 2017

Call to order: 6:05 p.m.

Adjournment: 6:55 p.m.

Location: First State Montessori Academy

In attendance: DaWayne Sims, Yvonne Nass, Beth Carter, Angela Angeny, Zeke Allinson, Kyara Panula, Erin Carroll, Janine Salomone

Regrets: Chanda Gilmore, Jed Donahue, Meala Duckworth, Karen Grandell, Aubria Nance Phillips, Gina Castelli, Courtney Fox

Committee Minutes:

1. Review and Approval of BOD meeting minutes from September 21, 2017
 - a) (1) minor correction noted to a misc. date therein
 - b) Motion to accept made by E. Carroll
 - c) Motion Second by K. Panula
 - d) Motion Passed

2. Presentation of Monthly Finance Report, Sept – FY '18
 - a) Review of monthly cash flow and web report – presented by Z. Allinson
 - b) No exceptions noted
 - c) B. Carter recommendation to consider including additional , quantifiable, data for specific fixed expenses that highlight any granular monthly variances
 - d) Motion to accept made by B. Carter
 - e) Motion Second by D. Sims
 - f) Motion Passed

3. Presentation of Governance Committee report
 - a) Presented by B. Carter
 - i) Minor adjustment to start times for remaining scheduled BOD Meetings in FY '18

4. Presentation of Head of School Report
 - a) presented by Y. Naas (*HoS @ School Retreat*)
 - i) Highlight upcoming Charter Renewal dates

5. Old Business & New Business (**if applicable**)
 - a) Presented by A. Angeny
 - i) Requested Board Committee appointments, dates and times, to discuss BOD Strategic Plan for FY '18 & respective Committee Goals

New Business discussions:

- ❖ DE Charter School Expo to be held Nov 11 @ CEB from 10am – 2pm
 - ❖ Brief discussion of events that qualify as consideration toward meeting Board Engagement criteria within the BOD participation Matrix
 - ❖ Review of FSMA FY '17 Audit
 - Presented by Pam Baker of Barbacane Thornton & Company
 - No Material Findings or Recommendations from Audit - **Passed**
 - Audit submitted timely to DE State Dept. of Education
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6. Adjournment
 - a) Motion to Adjourn by A. Angeny
 - b) Motion Second by J. Salomone