



First State Montessori Academy

Board of Directors Meeting Minutes

Meeting Date: February 28, 2019

Call to order: 5:35 pm

Adjournment: 9:44 pm

Location: First State Montessori Academy Upper School

Present for Public Session: Zeke Allinson, Angela Angeny, Jed Donahue*, Courtney Fox, Courtney Loughney, Natalie Marchiani, Sarah Nagle, Meghan Newberry, Mike Reilly, Janine Salomone, Sara Stabb*

**S. Stabb arrived at 6:11 pm, J. Donahue arrived at 6:19 pm*

Regrets: Natalie, Marchiani, Aubria Nance Phillips

Board Chair, D. Sims, opened meeting by welcoming guests and asked for public comment.

Public Comments

One public comment was recorded.

January Board Meeting Minutes

Minutes from January 24, 2019 meeting were reviewed by the board. J. Salomone motioned to approve the public session minutes. C. Loughney seconded. No objections. No abstentions. Minutes approved.

Reports

Finance Committee: Treasurer, Z. Allinson, thanked the board for reviewing and approval the final budget in his absence during the January 24, 2019 meeting.

The monthly narrative report was discussed in detail highlighting the following:

- Reviewed current budget status
- Confirmed additional revenues from the state have been received
- Reviewed expected balance in the surplus by end of the year, including additional funds being added to the summer pay reserve as a result of processing the increases from credentialing new staff added this year

Head of School (HOS) confirmed the student safety grant was received. This was \$1000 to upgrade water fountains into filling stations. This was completed as part of an 8th grade project.

HOS also shared that it is important to note the conversations circulating around the salary changes for teachers as outlined in the Governor's budget. Budget is preliminary and under review; however, it is anticipated some of the suggested changes will be approved.

Additionally, the Opportunity Fund is part of the Governor's proposed budget and is under review. This initiative is focused on ESL students and low income students.

Lastly, a large SEA grant was received and FSMA expects to benefit from this grant.

M. Reilly inquired about the computer services expenses line on the budget. Clarification was provided by HOS. Some of the renovations on the third floor were coded to computer services. This will be adjusted on a future report.

Z. Allinson confirmed the finance committee continues to work on outlining one time revenues and expenses. A different iteration of the report will be available next month.

Z. Allinson motioned to approve the January narrative. M. Reilly seconded. No objections. Two abstentions due to not being present for the full presentation: J. Donahue and S. Stabb. Approved.

Development Report: C. Loughney provided an update on the five year event, Party with a Purpose, urging Board Members to purchase their tickets if they have not already. 217 tickets have already been sold. We will need assistance with set up and encourage all Board Members to be present for the event, starting with the VIP reception at 6:15 pm.

The sponsorship deadline is March 10th. If you need help with outreach, please let C. Loughney or HOS know. We have a team that is able to assist.

Silent auction items should be received by March 7th as we have a team putting the auction items together.

Vice Chair reminded the Board that if you do not have a role yet, seek one. We need everyone's assistance to make the event successful.

HOS Report: HOS provided the following updates:

- Calendar Process
 - The calendar is required to be submitted to the state by April 1st. We will vote in March on the final version of the calendar. The calendar does go through many iterations gathering input from educators, staff, and parents to ensure there is no negative impact to education value and our students.
- Enrollment Update
 - The lottery was held two weeks ago. Initial round of invitations have been sent. We received 574 applications for the 74 slots. We will start a rolling invitation list after the March 15th deadline.
- New School Committees
 - Green Team in the middle school program that is focused on "green initiatives." They completed a full scale energy audit.
 - Student level Best Buddies Committee. We are the second middle school to implement this program as it is typically found at the high school level. The group is focused on inclusivity. The committee has 12

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children and 3 teachers and they are planning school-wide activities around inclusion including a t-shirt sale, mismatched sock day, etc...

- Staff lead committee – Anti-Bias and Anti-Racism (ABAR). Consists of 19 members which is teacher led. They have come together to figure out how to make a positive impact around the initiative with children, family and staff. Their first goal is to evaluate their own identities to understand how to set goals for the group.

Motion to resume into Executive Session at 6:44 pm by J. Salomone. Second by A. Angeny. No abstentions or objections.

Returned to Public Session to adjourn from Executive Session at 9:44 pm. Motion by J. Salomone. 2nd by J. Donahue. No objections, no abstentions.

Meeting adjourned at 9:44 pm.