

Magnolia Montessori Academy
Board Meeting Agenda

October 14, 2019.



2019-2020 Board of Directors:
 (in attendance=x; not in
 attendance=o).

| | | | | | |
|---|----------------|---|-----------------|---|-------------------|
| X | Cory Chastang. | O | Kristi Gregory. | X | Michael Stratton. |
| X | Doug Warrick. | O | Katie Decker. | X | McKara Calhoon. |
| X | Eric Knaak. | X | Kate Harris. | X | Jonathan Andrews. |
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Others in attendance: Tammi Crotteau.

1. Call to Order

Cory Chastang, President.

- Meeting called to order at 5:31 PM.

2. Secretary's Report

McKara Calhoon, Secretary.

- Approval of August's Board Meeting Minutes: Motion made by Michael Stratton. Second by Eric Knaak. Motion passed unanimously.

3. Treasurer's Report

Doug Warrick, Treasurer.

- Annual Audit Report presented by Mike Brynjulfson of Brynjulfson CPA, P.A.
 - Clean audit opinion.
 - No findings of material weakness of internal controls.
- Approval of Auditor's Annual Report::Motion made by Doug Warrick. Second by Michael Stratton. Motion passed unanimously.

4. President's Report

Cory Chastang, President.

- Tabled request for Katie Decker & Kristi Gregory's update regarding the Principal Performance Review process until meeting in December.

5. Principal's Report

Kate Harris, Principal.

- Progress Monitoring Update - 9 weeks | first quarter complete. STAR early literacy testing complete. Reading intervention tiers based on needs.
- Reading Endorsement Training - 5 classes required for each teacher. 2 classes minimum will be completed this year. Will impact out-of-field for 2019-2020 until able to complete.
- FTE Enrollment Report - 102 FTE students counted (K-6). 30 primary students not included in count. Annual budget is for 105 students. Opportunity to add to UpperEI. Determining need based on expansion plans.
- Principal Performance Review Update - November 12th Kristi Gregory will be observing Kate Harris as part of the evaluation. More details to be shared at December meeting.
- School Recognition Funds - Not distributed yet and totals unknown. Will discuss allocation in December meeting.
- Best & Brightest Funds - Not eligible. 3% increase required in rating and already high-performing.

6. Old Business/New Business

Cory Chastang, President.

- Expansion Committee Update :
 - Annual rental from Geneva for classrooms is no longer an option.
 - Church's Session Meeting November 11th.
 - Requesting two year option on lease.
 - Requesting addition of third portable.
 - If Church approves addition of portable:
 - Desired installation by April.
 - 2019-2020 School Year would have three (3) primary classrooms and (2) lower elementary classrooms slightly larger than current size to prepare for expansion.
 - New Site Search:
 - Two potential sites. One property is partially rented and Second property is willing to hear offer. Third option in early exploration phase.
 - Tammi Crotteau is in communication with bank for financing pre-approval letter.
 - After financing letter is obtained, exploring market value on first choice property with seller. Would invite for tour of current location as part of discussion.
 - Motion made by Michael Stratton for special board meeting to be set for tour of potential properties after financing confirmed. Second by Doug Warrick. Motion passed unanimously.
- Next board meeting December 9th at 5:30 PM.

7. Adjournment

Cory Chastang, President.

- Meeting adjourned at 6:41 PM.

