



This meeting of the Board of Directors of Magnolia Montessori Academy was held on March 13, 2017 at 5:00 pm at the school.

Meeting called to order at 5:00 pm

Board members present were: Alyssia Totten, John Iskra, Margarita Merriweather, Jae Choe and Jimmy VanOrsdale

Others present: Tammi Crotteau and Auri Hollinger

**Public comments:** none

**Approval of the Minutes:**

Meeting minutes from February 13, 2017 were approved.

John Iskra moved for approval

Alyssia Totten second

All in Favor

**Director of Education's report:**

Enrollment update – Last Friday extended 44 invitations

Charter Renewal has been approved

The Director of Education is in the process of conducting teacher evaluations

Ms. Kate will be the teacher liason

The staff survey was sent out today

RAD Day will be Friday March 17, 2017

Charter Schools Directors Meeting – charter schools will have to provide access to students even if they reside in another county

**Director of Finance report:**

Tammi Crotteau presented the financials for February 2017

John Iskra moved for approval

Jae Choe second

All in favor

Insurance Renewal Review – Chuck Gore with Stahl Insurance discussed the current coverages under the school's policy

The Board asked for additional information regarding adding cyber liability insurance

Jae Choe moved to approve renewal of 1 year real estate lease with Presbyterian Chapel in the Grove, Inc.

John Iskra second

All in favor

**Old Business:**

Establish process for filing grievances (parent and staff) – tabled until next meeting

Establish process for public comments at Board Meetings

John Iskra moved to allow 3 individuals to sign up in advance to make public comments at a Board meeting with comments limited to 3 minutes per person and to post the sign up process on the school's website.

Margarita Merriweather second

All in favor

Four handwritten signatures in black ink are located at the bottom right of the page. The signatures are cursive and appear to be those of the board members mentioned in the text.

**New Business:**

Jimmy VanOrsdale moved to approve updated job descriptions for The Director of Finance and The Director of Education.

Jae Choe Second  
All in favor

Alyssia Totten has nominated Tammi Croteau for Leadership Lakeland – the Board will discuss this further at a future meeting

Timeline for upcoming work – canceled April 15<sup>th</sup> work session and will hold a Board meeting on April 10, 2017 instead to discuss the Annual Budget and Performance Reviews

**New Complaints**

The Board President received an anonymous complaint regarding the timeline for IEP's and 504's not being adhered to – Timelines regarding IEP's and 504's are set by the state – The Director of Education has reviewed all plans and has not found any deficiencies

The Board President received an anonymous complaint regarding safety concerns in the car line when staff members are speaking to parents who pull off to the side of the car line – The Directors will send an email out advising parents not to pull off to the side of the car line unless directed by staff to do so

**Adjournment:**

Meeting adjourned at 7:22 pm

Respectfully submitted:

Jimmy VanOrsdale, Board Secretary

