



Williamson County Montessori Partners Board Meeting
Minutes
Tuesday, August 27, 2019
6:30pm, Goodwater Montessori School Roadrunner Community

Mission: To provide an exceptional Montessori Education to all children and their families, encouraging a lifelong love of learning and active participation in their communities.

Vision: To develop conscientious citizens who approach their world with confidence, creativity and collaboration.

1. In Attendance, Establishment of Quorum, Call to order: (5 minutes)

In attendance: Kathy Trullender, Mary Evelyn Bowling, and Carl Illig. Staff in attendance: Dr. Bruce Tabor, Marcy Steward, Christi Cowden, Alessandra Abel, and Michele Morales.

The meeting was called to order at: 6:31pm

2. Public Comments: (10 minutes)

Speakers may have up to 3 minutes each and shall sign in 5 minutes prior to the commencement of the meeting.

Nisha Coffey, a parent of Goodwater respectfully suggested to the Board about adding more dyslexia training for Sped in the budget. She discussed the Wilson System for Dyslexia, and it's training protocol as well as its' cost. She also expressed her concern that Goodwater does not have the proper trained staff to do dyslexia services.

3. Review and approve the minutes of previous meeting (s): (5 minutes)

Carl moved to approve the Minutes from the July 30th, 2019 Board meeting as written. Mary Evelyn seconded, all approved. Motion passed 3/0.

4. Reports: (10 minutes)

Dr Bruce introduced Emily Arciba, new Special Education Coordinator. He commented that ARDs had been completed today. He discussed how we would start implementing Pre-ARDs to be done a week ahead of the ARDs so that the parents can have all the information ahead of time and come prepared to the ARD meeting. This will make ARD meetings more efficient and take less time to complete.

- A. Review Financial reports: Marcy Steward
- B. Review Business Operations report: Marcy Steward

Marcy discussed how Goodwater had received a B for FIRST (Financial Integrity Rating System of Texas). This rating shows how public schools manage their financial resources. She also discussed our FSP for our Fiscal Year 2019 and Fiscal Year 2020. She commented on the increase of staff and students due to our expansion. She talked about our debt utilization and our line of credit. She also discussed our budget which was worked out with Kimber Fuccello, Board Treasurer.

She commented on how one of our A/C units is going out soon, and we will need to replace it.

C. Review Superintendent/CEO report: Dr. Bruce Tabor

Dr. Bruce discussed our STAAR performance. We went from 48% to 71% which means we are out of IR (Improvement Required). We will continue working hard every year to show continued improvement. He congratulated Alex on her work with all the guides. Dr. Bruce discussed the expansion plans mentioning preliminary planning phases in the atrium and towards the end of the Upper Elementary wing.

He talked about the threat assessment workshop that he and Carl went to in Waco earlier in the month.

He did a brief recap of the first week of school, commented on how the pickup line is down to 30 minutes now. He mentioned how morning drop off is still an issue, but we are working on a solution for that.

He discussed how family orientation nights have gone really well so far.

He mentioned that the School Improvement Committee will be meeting soon as well as other committees formed last year. Safety committee met twice already in May and in August. He discussed how we got a state funding for the safety of the school. There are still some areas of vulnerability but we will work on those this year.

He went on to discuss what the school programs coordinator does. He talked about the After School Enrichment Program. He mentioned the library and how the volunteers have been working hard and are shooting for September 15th to open it to the students.

He discussed our Special Education program and contracting with Region 13 to help us until we get to where we need to be. He discussed what Region 13 is and does to provide services to school districts.

D. Review Admission Report: Christi Cowden

Christi talked about admissions and total students admitted. She discussed how the compliance review for first year came back. We did pretty well considering it was the first year. JR3 helps to make sure we are TEA compliant with attendance issues. She talked about half day Pre-k but as there was no interest we decided not to do it.

E. Review Curriculum and Instruction Report: Alessandra Abel

Alex discussed how the guides and students have started off strong. We have two new elementary communities, the Cardinals, which is lower elementary and the Brazos community, which is upper elementary. She shared how the children have started working hard and settling in their communities. There is lots of grace and courtesy going on in the classrooms. She mentioned how we have added two special classes: Music and PE. Both are going very well and children have responded well to them.

She discussed the curriculum and how guides have all the alignment documents to use in their planning in working with Montessori materials and making sure TEKS are fulfilled. We are using Transparent Classroom as well. Lower and Upper Elementary Communities are experimenting with a new learning log that will support documentation of their day to day work.

She discussed how she's doing observations and checking in with guides to support teachers in developing routines and answering questions that come up. She is also helping out with the child study protocol process working with RTI and Child Study lead. The district testing coordinator is working with her on organizing benchmarks to get

information with regards to Writing for 4th and 7th graders, Science for 5th and 8th graders, and Social Studies for 8th grade. MAP assessments are getting set up to start March 9th. And they are working on setting up structure for RTI as well.

Questions and comments regarding analysis on students that need some intervention and are working on setting up those groups. Dr. Bruce talked about how the MAP data will be used to determine Tier Levels each child should be in to provide the appropriate response to intervention.

5. Discussion and Action Items: (30 minutes)

A. Discussion and Approval: Change of school start time from 8:00am to 7:55am.

Dr. Bruce discussed the need for a certain amount of minutes required by the state of Texas. Since we only have 2 passing periods, we need to expand our minutes by 5 minutes to get credit for proper minutes for the year. This is the reason why we need to start at 7:55am and end at 3:15pm.

Carl moved to change the school start time from 8:00am to 7:55am. Mary Evelyn seconded and all were in favor. The motion passed 3/0.

B. Discussion and Approval: Adoption of 2018-2019 Final Budget

Marcy discussed the 2018-2019 Final Budget adoption at the end of the year. The auditor will use it for our yearly evaluation.

Carl moved to adopt the 2018-2019 Final Budget. Mary Evelyn seconded and all were in favor. The motion passed 3/0.

C. Discussion and Approval: Adoption of 2019-2020 Budget

Marcy discussed the 2019-2020 Budget. She mentioned that it is an initial budget and the Board only has to approve the codes 199 local, 240 NSLP, 420 state funds. There will be a budget amendment in November. She discussed the fund balance and how having cash on hand is extremely important for school finances.

There were some questions and comments.

Carl moved to adopt the 2019-2020 budget. Kathy seconded and all were in favor. The motion passed 3/0.

D. Discussion and Approval: 2019-2020 Employee Handbook

Marcy discussed the 2019-2020 Employee Handbook. At the previous board meeting the Human Resource policies were adopted. These were then put in the Employee Handbook. There was a discussion about approval and that we can add amendments at a later date to clarify some of the sub categories: to extend the catastrophic portion of the policy, defining extenuating circumstance, clarification on how the complaint system works. We will work on amendments for the next board meeting. Staff will have to sign the amendments as well.

Mary Evelyn moved to approve the 2019-2020 Employee Handbook. Carl seconded and all were in favor. The motion passed 3/0.

E. Discussion and Approval: State and Federal Grants Manual

Marcy discussed the state and federal grants manual. We adopted the TASBO template for the state and federal grants manual, and need acknowledgement that the board has reviewed it.

Carl moved to approve the TASBO template for the State and Federal Grants Manual. Mary Evelyn seconded and all were in favor. The motion passed 3/0.

F. Discussion and Approval: Resolution of official name change for Board Member and updated signatory requirements

Marcy discussed the need to recognize name change of Kathy McSpadden to Kathy Trullender.

Kathy moved to approve the resolution of official name change for Board Member and updated signatory requirements. Mary Evelyn seconded and all were in favor. The Motion passed 3/0.

G. Closed session under Texas Government Code section §551.071 to discuss personnel issues.

Kathy moved to enter closed session at 7:26pm. Mary Evelyn seconded and all were in favor. Motion passed 3/0. Present at the closed session were Kathy Trullender, Mary Evelyn Bowling, Carl Illig and Bruce Tabor.

Carl moved to end close session at 7:40pm, Mary Evelyn seconded and all were in favor. Motion passed 3/0.

No action was taken.

6. Adjourn:

Kathy called for a motion to adjourn the meeting. Carl moved to adjourn at 7:41pm, Mary Evelyn seconded and all were in favor. Motion passed 3/0

The WilCo Montessori Partners Board of Directors adheres to Open Meetings statutes as dictated by Texas Government Code Title S, Subtitle A, Chapter 551.