



Williamson County Montessori Partners Board Meeting
Minutes
Tuesday, July 30, 2019
6:30pm, Goodwater Montessori School Conference Room

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: Kate McSpadden, Mary Evelyn Bowling, Carl Illig and Mark Cortinas. Staff in attendance: Dr. Bruce Tabor, Marcy Steward, Christi Cowden, Alessandra Abel, and Michele Morales. **Christi and Alex left at 7:04pm.**

The meeting was called to order at 6:32pm.

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.

No public comments

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

Carl moved to approve the minutes from the June 18th Board meeting as written. Mary Evelyn seconded, all approved. Motion passed 4/0.

4. Reports: (10 minutes)

A. Review Treasurer's report: Marcy Steward

Marcy discussed how our fiscal year runs Sept 1st - August 31st. Money received in August is based off of numbers sent in spring. FSP final numbers were sent for we are getting this year. Last payment is in August. Allotment is \$30K less than it was previously since we did not continue to enroll students in late spring after withdrawals were done.

Marcy discussed September budget. She also discussed our debt utilization, the renewal of the line of credit with First Texas, which is an annual renewal this time of year. She mentioned that the Charter Start-up Grant is finishing up this fiscal year. Final budget for 2019-2020 school year will be presented at the next Board meeting.

B. Review Business Operations report: Marcy Steward

Marcy discussed our National School Lunch Program.

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

Dr. Bruce discussed the building remodel. He mentioned that the new SPED area is completed as well as the two new classes. The modular building for the adolescent community is installed and the electrical hook up will happen next week. All furniture for modular building is being moved in this week. He discussed an issue in San Antonio

with mold on the wall. The mold is being cleaned up by a professional restoration service. All the wall has been ripped out, and the wood backing has been treated. Humidifiers are drying out the walls and a special spray paint with coating to keep mold from coming back will be applied. All will be fixed and classroom will be available next week. We will have a roof inspector come out to see where the water is coming in. Problem could be a stucco issue and the problem probably originated from the heavy rains in May.

Dr. Bruce also discussed the future expansion of Goodwater. We are working on the drawings for the next expansion. An Expansion Committee will be formed.

He also discussed the current opening for primary guide. He mentioned that we were fully hired as of 10am this morning when one of the primary guides presented her resignation. We have posted the job opening on our webpage. We have some internal candidates that have applied for the position and he expects that everyone should be hired by Monday. He went on to discuss the professional development which will take place next week for all staff.

He mentioned how appreciative he is of the volunteers that have helped set up the library and if all goes as planned the library should be up and running by September.

Dr. Bruce talked about the parent information nights he has planned for August 5th, 6th, 7th. Care service will be offered for 3 year olds and up. He wants to discuss all the changes that will be happening during the 2019-2020 school year.

D. Review Admission and Communications Report: Christi Cowden

Christi discussed how our admissions is going well. We are on track to have a full school. We have the general turnover that is expected and our waitlist is strong. She mentioned that the Board needs to consider and approve the staff development waiver days for the 2019-2020 school year.

E. STAAR update: Alessandra Abel

Alex gave an Austin MTR (Montessori Training) update. She mentioned we have 6 residents undergoing Montessori elementary training with NCMPS. They have completed their first summer of five weeks of training. Three Montessori public schools participated. She mentioned that we are looking forward to hosting next summer. She discussed her continuing work with the residents, setting up systems with them and the lesson study and child study that will be done once a week with all guides.

She discussed the plan for continuing the momentum with STAAR this last school year. She shared a reflection of what we want to do this year with STAAR prep, mentioning that this is something that will not be separate, but will be integrated into the everyday work with students. The school will be using vertical alignment of TEKS, created by NCMPS, which is still a work in progress, but we are working collaboratively with NCMPS to complete. It includes the primary, lower elementary and upper elementary transition skills. Guides will have this during PD, and we will work as a team to see the flow during the school year.

She gave an update on Transparent classroom, which is our record keeping system. She is planning the shareability with all elementary families. They will have access to activities of the child, lessons received and photos taken. We will be able to upload the report cards and share electronically. Parents can sign receipt of the report card electronically, and we can follow up with parents if they have not opened it up. Board had several questions about the system, Alex answered and mentioned that parents have requested access to something like this.

5. Discussion and Action Items: (30 minutes)

A. Discussion: Facilities

Facilities were discussed in Dr. Bruce's report. Request was made to have this item taken off next agenda.

B. Discussion and Approval: Interlocal Participation Agreement for The Local Government Purchasing Cooperative (buyboard.com)

Marcy discussed that this is TASB co-op for purchasing. The procurement process meets federal guidelines, vendors have been vetted, and it gives us more buying power as well as a possibility to save more money.

Mark moved to pass the Interlocal Participation Agreement for the Local Purchasing Cooperative (buyboard.com), Mary Evelyn seconded, and all approved. Motion passed 4/0.

C. Discussion and Approval: Board Policies: Financial-100, Human Resources-600 and Employee Handbook, Operations-300

Financial 100 series:

Marcy discussed the changes to the Financial 100 series of Board policies.

Carl moved to approve the Financial 100 series for Board policies pending the modification of dates on bottom of page to today's date with the exception of the 100.200 section since those were already adopted in previous Board meeting. Mary Evelyn seconded, all approved and motion passed 4/0.

Operations - 300 series:

Dr. Bruce discussed the changes made to the Operations 300 series of Board Policies.

Carl moved to approve the Operations -300 series of the Board policies, Mark seconded and all approved. Motion passed 4/0.

Human Resources - 600

Marcy discussed the changed to the Human Resources - 600 series of Board policies.

Mark moved to approve the Human Resource - 600 series of Board policies, Mary Evelyn seconded and all approved. Motion passed 4/0.

D. Discussion and Approval: Lease Addendum for Classroom Expansion

Kate discussed the lease addendum and moved to approve the Lease Addendum for Classroom Expansion. Mark seconded, and all approved. Motion passed 4/0.

E. Discussion and Approval: 2019-2020 Staff Development Days Waiver Submission

Carl moved to approve the 2019-2020 Staff Development Days Waiver Submission, Mark seconded, and all

approved. Motion passed 4/0.

- F. Approval of school supply fee: \$60 for Primary, Lower Elementary and Upper Elementary; \$80 for Adolescent.

Mary Evelyn moved to approve the school supply fee. Carl seconded, and all approved. Motion passed 4/0.

- G. Approval of Lunch Vendor for National School Lunch Program

Marcy discussed the process of selecting the vendor for the National School Lunch Program.

Mary Evelyn moved to approve the lunch vendor for the National School Lunch Program. Mak seconded and all approved. Motion passed 4/0.

6. Adjourn:

Kate moved to adjourn. Carl seconded and all approved. Meeting was adjourned at 7:47pm.

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

ME Bowling 8.27.19