



Williamson County Montessori Partners Board Meeting  
Minutes  
Tuesday, September 17, 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, Carl Illig, Kimber Fuccello and Mark Cortinas. Staff in attendance: Dr. Bruce Tabor, Marcy Steward, Christi Cowden, Alessandra Abel, and Michele Morales.

Called to order 6:30pm

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.

None

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

Carl moved to approve the minutes. Mary Evelyn seconded and all were in favor. Motion passed 3/0 with 2 abstaining.

4. Reports: (10 minutes)

A. Review Financial and Business Operations Reports: Marcy Steward

Marcy discussed the preliminary debt utilization and line of credit. She also talked about receiving additional funding from the school improvement grant. We will receive \$50,000. Dr. Bruce stated how we are out of Texas Improvement Required status but at the federal level we are still in Improvement Required status.

Marcy discussed how our AC maintenance is a constant. One unit went out and has been fixed.

Marcy discussed the financials. Kimber asked questions about the auditors to which Marcy responded. Kimber requested that we give the auditor a deadline.

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

Dr. Bruce talked about the Core team and how he really appreciates all their hard work.

Dr. Bruce gave an update on the Safety committee meeting held in October. A Threat assessment committee is being formed.

He discussed the evacuation drill done in September and mentioned that the October evacuation drill will be done with the fire alarm system. We will be sending parents a message via Remind to tell them about the Evacuation Drill. He discussed a

committee meeting that will be held on September 23rd with some staff members to discuss what the dress code should be for employees.

Dr. Bruce gave an update on the playground. We are looking at what can be done to enhance the gaga ball pit, and are looking at different things to put in the gaga ball pit to cover the dirt. Dr. Bruce will go out tomorrow to observe how the gaga ball pit is being used. He discussed how we might create a student committee meeting to address the new rules.

Kathy talked about our future expansion. We are looking at the possibility of adding another 4 classrooms, group bathrooms and a science lab.

Dr. Bruce discussed how dismissal is going really well and that Heather Pencil has done a great job.

B. Review Admissions Report: Christi Cowden

Christi talked about how our numbers are slowly going up as we get more students. We have capacity for a maximum of 410 students, and we are currently at 403.

C. Review Curriculum and Instruction Report: Alessandra Abel

Alex discussed how things are progressing well. We've finished our 1st month of school. There is a large focus on grace and courtesy as it allows guides to do their work in support of academics and build relationships with students and peers. She talked about how coaching work has begun. She has started weekly observations and check-in meetings with guides and group meetings.

She discussed how the District Testing Coordinator, Christie Plemons, and she attended their first training session. She mentioned how Christie has streamlined the processes very well and how guides are very appreciative about that. She mentioned how RTI numbers will fluctuate as we get MAP assessments results. The numbers were discussed. She discussed that when we have MAP data and combine that with STAAR data, we will have a more comprehensive result and the numbers will be more accurate. Marcy discussed Christie Plemons' position is a new position and it has been a great addition to the school.

5. Discussion and Action Items: (30 minutes)

A. Discussion and Action: HR policy 600.180 and Employee Handbook

Marcy discussed the HR Policy 600.180. At last board meeting the review and update to policy was discussed. The policy had minor language changes and maternity leave was added. The policy also corresponds to the updated changes in the Employee Handbook.

We need to approve the policy and then approve the Employee Handbook.

Carl moved to approve the HP Policy 600.180. Mark seconded and all were in favor. The motion passed 5/0.

Marcy discussed the Employee Handbook. Language was added for maternity leave; blackout dates were added. She mentioned that we need to make changes to three dates that are included in there. She talked about the grievance policy which will be included in the October board meeting.

Kimber moved to approve the updates to Employee handbook and Mary Evelyn seconded. All were in favor and the motion passed 5/0.

#### B. Discussion and Action: Superintendent/CEO Evaluation

Dr. Bruce discussed the Superintendent/CEO evaluation and talked about how he used the TASB format because it addresses all operational areas that Superintendent/CEO should be responsible for throughout the school year. All general information has been left in there. He mentioned that it is a living document, and more will be added to it throughout the school year. Updates will be sent throughout the year. He worked on this with Kathy and Carl.

Different items of the evaluation were discussed. Kimber wants to add 96% to student attendance as goal. The key performance indicators and the goals in each different area were discussed. Changes need to be done to N: 2.9% or below S: 3%-4.9%

The Special Education goals were discussed. Dr. Bruce will receive training from SuccessEd to understand student coding and PEIMS better.

Dr. Bruce discussed JR3 issues and he discussed the Part Three: Assessment of Ongoing Responsibilities.

It was requested that language be added around surveys.

It was discussed that the format would be approved but not the goals.

Kathy moved to approve the format of the Superintendent/CEO Evaluation. Mary Evelyn seconded and all were approved. The motion passed 5/0.

#### 6. Adjourn:

Carl moved to adjourn at 7:02pm. Mark seconded and all were in favor. Motion passed 5/0.

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