



Williamson County Montessori Partners
Board Meeting Minutes
December 5, 2017

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

Board Members in attendance: Kate McSpadden, Kevin Kaplan, Mary Evelyn Bowling, Mickell Moss, Carl Illig. Staff in attendance: Nancy Gribble –Tay, Marcy Steward, Christi Cowden, Montique Chance. .

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 minutes of previous meeting (s): (5 minutes)

Mickell moved to approve the 11/7/17 minutes as written. Carl Seconded. All approved.

4. Reports: (30 minutes)

- A. Review Head of School report: Nancy Gribble-Tay
Nancy discussed school safety plans. She will work with an APD staff to develop a plan. The governance report has been turned in. Chrissy Davol has observed again and is pleased with the progress we have made in the first 13 weeks.
- B. Review Business Operations report: Marcy Steward
 1. Registrar's report:
 - ✓ Enrollment this week was 302. We continue to have turnover. Elementary students are coming in.
We have families coming in as a result of the Christmas Stroll. We have some information sessions after the beginning of the year.
 - ✓ The FSP report is due Friday. Our ADA (Average Daily Attendance) for the first 6 weeks was 96% and this 6 weeks we were at 92%. So our income will be effected.
 - ✓ There was some discussion regarding special ed and the needs we have and the needs of some students that aren't currently being met as well as we could. We believe that there are many students that have special needs that have not yet been officially assessed. We can not receive funding on the studnets who have yet to be assessed. The Board suggested developing a more specific, solid plan regarding assessment that will lead to meeting these needs better and increase the funding necessary to serve the students more appropriately.

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

- ✓ Fundraising was discussed. There are a number of energetic parents leading the efforts. There was some concern that a focus needs to be maintained. It was suggested that a Board member serve as a liaison to the parents desiring to help with fundraising.

2. Business Operations Report:

- ✓ Marcy reviewed her operations report. We are sitting at a \$30,000 deficit per month. We are at a \$300,000 deficit for the year. Marcy is looking for \$100,000 in salary expenses that can be attributed to startup costs and can come out of the FSP grant.
- ✓ Some suggestions were made by the Board regarding fundraising. The first step will be to have the Board contact the pre k students that no longer pay tuition. We will also contact TEA and look for help. We will also contact the facilities developer to see if the payments can be restructured. We are also meeting with Charlene about working with Head Start.
- ✓ Kevin suggested that we have a 30/60/90 day plan.

- C. Review Dean of Student Affairs report: Montique Chance
Montique submitted additional information that was reviewed.
- D. Review Facilities report: Kate McSpadden
No additional information.
- E. Review Treasurer's report: Kevin Kaplan
No report.

5. Discussion and Action Items: (30 minutes)

- A. Discussion: B & O Insurance – Charlene Burgess
- B. Discussion: Board Development
Board members discussed potential additional board members. Joan Morieta is interested in coming back.
- C. Discussion: Budget
- D. Discussion and Resolution: Approval of reimbursements over \$1000.00.
Marcy is seeking reimbursement to Board Member for \$2100.
Mickell moved, Kevin seconded, Kate abstained. Motion passed.
- E. Request by Board Members for Agenda Items for next meeting.
Board meeting moved to 1/9/17.

6. Adjourn: Kate moved that we adjourn at 8:25. Mary Evelyn seconded. All approved.