

Countryside Montessori Charter School
Board of Directors Agenda
January 16, 2018

Call to Order

Roll Call

Public Comments

- None Scheduled

Parent Representative to the Board

- Laura Graybill

Approval of Minutes from the 11/14/2017 meeting.

Review / Approve November and December (2nd Quarter) Financials (includes comparison / adjustments to actual budget).

Old Business

1. School Administrator Evaluation – APPROVAL VIA EMAIL
2. School Representative Accountability Report – REVIEW

New Business

1. Fundraising Consultant – DISCUSS
2. Establish Committee – DISCUSS
 - a. Planning
3. Input for annual goals for Planning Committee to discuss
4. Lottery pull for school year 2018 / 2019 – REVIEW
5. Policies and Procedures Amendment
 - a. Purchase Limit – DISCUSS AND VOTE
 - b. Add Committee Meeting Attendance – DISCUSS AND VOTE
6. School Recognition Funds – DISCUSS AND VOTE
 - a. Should plan include current, past and new employees?
 - b. Review new guidelines.
7. Board Panel discussion with staff – DISCUSS AND SCHEDULE
8. Principal and Assistant Principal Contract – DISCUSS

Off Agenda Items

Discipline Matters

Teacher / Staff Resignations

Adjournment


Meeting Minutes of the 01/16/2018 Meeting
Countryside Montessori Charter School Board of Directors
Countryside Montessori Charter School, Inc., a Florida Not for Profit Corporation

A meeting of the Board of Directors of the Countryside Montessori Charter School, Inc. (CMCS) was held at the school on Tuesday, 01/16/2018.

Call to Order:

Director Michelle Ferraro who declared that a quorum was present and that the meeting was open for business called the meeting to order at 1545 hours.

Roll Call:

In attendance: Directors Michelle Ferraro, Alice Godwin, Barb Goiran, and Andy Loerns ~~(by telephone)~~ . Also in attendance were Mary Rivers, Dr. Mike Rom, Lori Spur, Michael Picone, and Laura Graybill.

Public Comment:

- None

Parent Representative to the Board:

Laura Graybill presented the Parent Representative Report to the Board (see attached). She continues to work on the upcoming auction event.

Approval of Minutes:

The minutes from the 11/14/2017 meeting were reviewed. Director Michelle Ferraro motioned for approval. Director Alice Godwin seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.

Approval of Financials:

Financials from November and December (including 2nd quarter comparisons to actual budget) were reviewed. Director Michelle Ferraro motioned for approval. Director Andy Loerns seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.

Old Business:

1. The School Administrator Evaluation was reviewed via email. Three Board members replied to the email. The evaluation was **APPROVED** by a vote of 3/0 by a signature of a majority of Directors (see attached).
2. The School Representative Accountability Report was reviewed and discussed by the Board.

New Business:

1. Director Michelle Ferraro relayed to the Board that former parent and PTO member, Beth Addison, agreed to serve as a Fundraising Consultant Volunteer, if/when needed. This would be handled remotely. Laura Graybill agreed, as did the Board Members.
2. A Planning Committee was formed to establish and review annual goals for CMCS. Barb Goiran will serve as Chair, Andy Loerns will serve as Member, and Michael Picone will serve as Member. Director Barb Goiran motioned for approval. Director Michelle Ferraro seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.
3. There was no input from the Board at this time as to annual goals to be discussed by the Committee.
4. The lottery pull is scheduled for 02/15/2018 at 3:45pm. Director Michelle Ferraro will attend the lottery pull. There are currently 278 students on the wait list.
5. Policies and Procedures Amendment:
 - Purchase Limit – TABLED.
 - Board Member Attendance at Committee Meetings – The BOD Policies and Procedures were amended to reflect rules governing Board Member attendance at Committee Meetings. Director Michelle Ferraro motioned for approval. Director Barb Goiran seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.

Meeting Minutes, 01/16/2018, (Cont.)

6. The school recognition fund distribution plan was presented to the Board by the School Recognition Committee (see attached). Director Michelle Ferraro motioned for approval. Director Barb Goiran seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.
7. The Board panel discussion with the staff was scheduled for 03/27/2018 at 4:00. The scheduled Board meeting for that day was re-scheduled for 3:00. Director Michelle Ferraro will email an invite to the staff.
8. Director Michelle Ferraro will draft contract for the Principal and the Assistant Principal.

Off Agenda:

1. A list of inventory write-offs was presented to the Board (see attached). There were 25 items Junked for Recycling. Director Michelle Ferraro motioned for approval. Director Alice Godwin seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.
2. A refund request of \$135.00 for the Busch Gardens field trip was presented to the Board (see attached). Director Michelle Ferraro motioned for approval. Director Andy Loerns seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.
3. A refund request of \$1600.00 for the rental of a condominium that was purchased at last year's auction was presented to the Board. The condo was sold before the purchaser was able to use the condo (see attached). Director Barb Goiran motioned for approval. Director Michelle Ferraro seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.

Discipline Matters:

- The Board was made aware that female student received a 10-day OOS suspension. CMCS is working with the family.

Teacher / Staff Resignations:

- Mayra NG – Lower Level Associate resigned.
- Trese Schousboe – Lower Level Associate resigned.

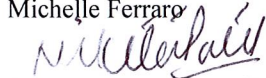
Adjournment:

The meeting adjourned at 1720 by Director Michelle Ferraro at the close of business. The next meeting is scheduled for February 20, 2018 at 3:30 PM.

Approved this day, February 20, 2018.



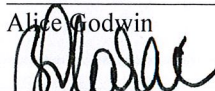
Michelle Ferraro



Niketa Patel



Alice Godwin



Barb Goiran

Andy Loerns